

Regular Meeting of the  
Hillsborough County Board of Commissioners  
January 2, 2008  
Bouchard Building, Goffstown, NH

BOC  
Jan. 02, 2008

Minutes of the Public and Non- Public Session  
(Not Official Until Approved by the Board and signed by the Clerk.)

**Present:** Comm. T. Pappas, Comm. C. Holden, Comm. M. Clemons, E. Robinson, G. Wenger, J. O'Mara, B. Moorehead, C. Kirby, M. Rusch, and L. Stonner.

**1. Pledge to the Flag**

Comm. Pappas called the meeting to order at 3:44 p.m. E. Robinson led those present in the Pledge to the Flag.

**2. Minutes**

The Board considered the minutes of its December 20, 2007 meeting.

**Motion:** To approve the minutes of the meeting of December 20, 2007. By Comm. Clemons, second by Comm. Holden. Motion carried.

The Board considered the minutes of its December 27, 2007 meeting.

**Motion:** To approve the minutes of the meeting of December 27, 2007. By Comm. Holden, second by Comm. Clemons. Motion carried.

**3. Business Office**

Approval of Payroll Register

**Motion:** To approve the Payroll Register dated 12/27/2007 for \$1,086,619.51, subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

**4. Department of Corrections**

Budget Transfer

Mr. O'Mara requested that the Board approve Transfer 2008-05 which would move \$2,000 from Salaries/Wages to the Plowing account, noting that plowing is not an accurate description, it is actually the cost of snow removal at his facility, including payroll, a dump truck and a vendor to haul snow from the site as necessary. He estimates that the \$2000 will get them through the remainder of the season.

**Motion:** To approve Budget Transfer 2008-05, to transfer from Corrections, Salaries/Wages, in the amount of \$2,000 to the Plowing account. By Comm. Holden, second by Comm. Clemons. Motion carried.

Census

Mr. O'Mara presented the Census, noting that the census as of December 27 was 508, which included 453 men, 116 of whom were sentenced and 337 were pre-trial. He informed the Board that there were 55 women, which included 10 that were sentenced and 45 being held pre-trial.

Mr. O'Mara provided the Board with Census information regarding an inmate that has been held for a lengthy period after his conviction. The inmate was found guilty on October 12, 2007; however, he was just sentenced today for forty years to life. The Department of Corrections has been managing this Inmate since his conviction on October 12, noting that the delay is related to the law requiring that the judge have a pre-sentence investigation report to assist him in meting out the appropriate sentence. He informed the Board that the typical delay is now 60 to 120 days, explaining that there are no statutory limits regarding the amount of time an inmate can be held who is convicted, but un-sentenced. Mr. O'Mara expressed his belief that an inmate should go to the facility where he/she will be serving his sentence immediately after conviction, whether he/she is sentenced or not.

Comm. Holden asked if Mr. O'Mara was aware of any Legislation pending or if the Correctional affiliate has discussed this. Mr. O'Mara explained that it has been discussed, but a consensus has not been reached because it is not a problem in some counties. He noted that Hillsborough County deals with such a large volume that it cannot move people as quickly as other counties. Mr. O'Mara suggested that he would be happy with time limits such as 45 or 60 days, but noted that 45 was suggested last year and it did not go anywhere, so it would be appropriate to start with a 60-day limit.

Comm. Clemons asked if this was a crowding issue for the state. Mr. O'Mara explained that he would characterize it more appropriately as "an inmate flow management decision," meaning that the prisons can technically regulate who/when/how their doors open and close by how fast the pre-sentence report gets into the hands of the Court, particularly if the Division of Field Services, who is responsible for generating the report, is directed to take the maximum time to generate the report. Crowding is also a part of the issue causing the delays; the State Prison is looking for more space.

## 5. Nursing Home

### Census

Mr. Moorehead was recognized. He presented the Nursing Home Census, noting that as of December 27, the Census was 272, which included 207 Medicaid residents, 42 private pay residents, and 23 Medicare Part A residents. He noted that the percentage of private pay and Medicare residents equals about 25 per cent, which is a very significant number.

Comm. Clemons asked Mr. Moorehead about his reference to the percentage being a significant number and asked Mr. Moorehead if he meant significant in a positive or negative way, to which Mr. Moorehead replied that it was financially positive.

Comm. Clemons asked if the 42 private pay residents could have opted to enter private nursing homes, but chose the County Nursing Home instead. Mr. Moorehead explained that in some instances that is the case, but in many cases, these residents may temporarily have assets in excess of the \$2,500 allowed by Medicaid, or may have recently received income from a source such as the sale of a home, thus they might be private pay for a short time, or until their assets are below \$2,500.

### Bid #19-2008 - Dishwashing Service Contract

Mr. Moorehead presented Bid #19-2008 for a Dishwashing Service Contract for the big dish machine in the Dietary Department, noting that the sole source provider is Hobart Corporation, Manchester, NH at a fee of \$1,499 per year, which he noted has paid for itself many times over, and is a very reasonable fee.

**Motion:** To approve Bid #19-2008 for the Dishwashing Service Contract for the Nursing Home, to Hobart Corporation, Manchester, NH for a yearly price of \$1,499, noting that it is a sole source provider. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger informed the Board that with respect to the Nursing Home contract that was signed with the AFSME group, the salary wage adjustments were in the most recent payroll that was issued last week. He explained that the Business Office is working diligently to calculate and issue the check that covers the period between September 14 up to the day of implementation, noting there are two days in that period that must be done manually, requiring the Business Office to go back and check time sheets, and do adjustments. He noted that the goal is to be able to issue checks with the next week payroll, but at the very least, before the end of the month.

Comm. Pappas thanked E. Robinson for the current Temple Street Building Issues report. E. Robinson reported that there have not been any incidents reported and that she is working on updating the Incident Report. She noted that the current Incident Report form only addresses threat incidents but the proposed new report form will address both threat incidents and building problems. Comm. Holden requested that the Incident Report forms go to the County Attorney's

office, the Sheriff's office and the Board. E. Robinson responded that she will copy to all. She thanked the DOC for their assistance in the Temple Street repairs; the floor has been painted and the project is moving along well. Ms. Robinson informed the Board that she has not received a response from the departments relative to the Security System, and the fact that she needs their updated list of employees as well as the times when they need access to the building. It was noted that the request went out about a month ago; she will send out a reminder to the departments.

#### Delegation

M. Rusch reported that the Executive Committee would meet Friday, January 25 at 9:00 a.m.

### 6. Public Comments

No members of the public were present at the time.

### 7. Old/New Business

Board of Commissioners' meeting schedule

The Board considered dates for future Board meetings and agreed upon the following dates:

January	30	3:40 p.m.
February	13	3:40 p.m.
February	21	3:40 p.m.
March	12	3:40 p.m.
March	26	3:40 p.m.
April	9	3:40 p.m.
April	28	3:40 p.m.
May	7	3:40 p.m.
May	20	3:40 p.m.
June	4	3:40 p.m.
June	18	3:40 p.m.
July	2	9:00 a.m. (new time)
July	16	9:00 a.m.

Comm. Holden informed the Board of the following meeting dates and updates:

- Rail to Trail meeting on Friday, January 4
- The Master Plan Committee meeting on January 11
- 4-H Foundation dinner on January 19
- Luncheon and Information meeting of the Hillsborough County Re-entry program on January 11
- State/County Finance meeting at noon on Jan 4.

Comm. Holden informed the Board that she will be notifying the Master Plan Committee that the Wetland Study was accepted by the Board. She also noted that she has the "Right to Know" report available from the November 1<sup>st</sup> meeting of the Commission, and she offered to send it online to anyone who is interested. Comm. Holden distributed copies of her NACo report to those present. She provided an update on the Public Health Regionalization Districts plan, noting that there is another meeting in January. There are currently 19 districts in the State and they are looking to reduce that number and are looking for suggestions for natural boundaries.

Mr. Wenger informed the Board that there was a contractors' walk-through of the second floor on December 27 regarding the Goffstown District Court project, noting that there were a number of individuals there, including five or six general contractors. It was a good turnout; many of them were already very familiar with the building, having been involved in the process before. Bids are due January 17.

## 8 Non-Public Session

Mr. Wenger requested a Non-Public Session under RSA 91-A:3 II(e), regarding a negotiating issue that came up today and requested that C. Kirby join the discussion.

Comm. Holden requested a Non-Public Session under RSA 91-A:3 II(e), noting that she has a negotiation subject to discuss as well as a request under RSA 91-A:3II (a) with the administrators.

The Board will also go into Non-Public Session under RSA 91-A:3 II(c) to discuss Administrator Review.

### Non-Public Session

**Motion:** To go into Non-Public session to discuss negotiation issues under RSA 91-A:3 II(e) and personnel under RSA 91-A:3II (a). By Comm. Holden, second by Comm. Clemons. Holden-yes, Clemons-yes, Pappas-yes. Motion carried.

The Board moved into Non-Public session at 4:18 p.m.

The Board met with G. Wenger, B. Moorehead, J. O'Mara, and C. Kirby and discussed the County's anticipated receipt of a Fact Finders Report. The Board took no action and requested G. Wenger to arrange a meeting with the Sheriff to obtain his input. The Board continued its discussion of the insurance components of the compensation package included in the County's collective bargaining agreements.

C. Kirby was excused and E. Robinson joined the meeting

The Board met with its administrative staff to discuss annual performance evaluations.

The Board returned to public session at 5:27 p.m.

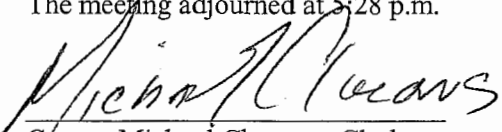
**Motion:** To return to public session. By Comm. Holden, second by Comm. Clemons. Holden-yes, Clemons-yes, Pappas-yes. Motion carried.

## 9. Adjourn

There being no further business for the Board's consideration at this time, a motion to adjourn was accepted.

**Motion:** To adjourn the meeting. By Comm. Clemons, second by Comm. Holden. Motion carried.

The meeting adjourned at 5:28 p.m.

  
Comm. Michael Clemons, Clerk  
Hillsborough County Board of Commissioners

  
Date