

Regular Meeting of the
Hillsborough County Board of Commissioners
March 12, 2008
Bouchard Building, Goffstown, NH

BOC
3/12/08

Minutes of the Public and Non-Public Session-Amended
(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, M. Rusch, C. Kirby, and L. Stonner.

1. Pledge to the Flag

Comm. Pappas called the meeting to order at 3:42 p.m. followed by the Pledge to the Flag.

2. Minutes

The Board did not consider minutes at this time.

3. Business Office

Approval of Payroll Register

Motion: To approve the Payroll Register dated 3/06/08 in the amount of \$1,127,275.57, subject to review and audit. By Comm. Clemons, second by Comm. Holden. Motion carried.

Approval of Accounts Payable Register

Motion: To approve the Accounts Payable Register dated 3/12/08 in the amount of \$5,194,703.06 subject to review and audit. By Comm. Holden, second by Comm. Clemons. Motion carried.

Transfer No 2008-08

Motion: To approve Transfer No 2008-08, to transfer \$6,000 from Business Office-Health and Accident to Conservation District-Health and Accident. By Comm. Clemons, second by Comm. Holden. Motion carried.

Mr. Wenger explained that there was a change in the Conservation District's insurance enrollment that required additional funds to carry through the fiscal year and that a change in enrollment in the Business Office has made funds available to support the transfer.

Transfer No 2008-09

Motion: To approve Transfer No 2008-09, to transfer \$9,491 from Contingency to Sheriff's Office-Overtime/Social Security. By Comm. Clemons, second by Comm. Holden. Motion carried.

Comm. Holden inquired about whether this was a grant. Chief Deputy Durette informed the Board that this is in reference to an employee who is on loan to the DEA Drug Task Force. Under the terms of the agreement with the Drug Task Force, the Sheriff's Office can bill them for Overtime, noting that they have already received that money. Consistent with County policy, the money went into the Miscellaneous revenue account and the transfer reimburses the Sheriff's Office.

Transfer No. 2008-10

Motion: To approve Transfer No. 2008-10, to transfer \$20,000 from Sheriff's Office-Salaries to Sheriff's Office-Overtime. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that this transfer is due to increased activity in all areas. Comm. Clemons asked if this is typical for the Sheriff's Office. Chief Deputy Durette informed the Board that it has been necessary for the last three years to increase the amount at approximately this time of year, noting that his department has asked for additional funding in previous years but the argument has been that there has always been enough there to transfer.

Transfer No. 2008-11

Motion: To approve Transfer No. 2008-11, to transfer \$24,295 from Sheriff's Office-Salaries & Wages to Sheriff's Office-Part-time Salaries and Wages, and to transfer \$8,000 from Sheriff's Office-Health and Accident to Sheriff's Office-Part-time-Social Security for a total of \$32,295. By Comm. Clemons, second by Comm. Holden. Motion carried.

Comm. Holden asked if this would be sufficient through the end of the year. Chief Deputy Durette responded that it probably would not be enough and noted that as the economy goes down, their activity goes up, and he does not see the economy improving before the end of the fiscal year.

Transfer No. 2008-12

Motion: To approve Transfer No. 2008-12, to transfer \$2,000 from Nursing Home-Nursing Education & Conference to Nursing Home-Maintenance Overtime. By Comm. Holden, second by Comm. Clemons. Motion carried.

This transfer is necessary to cover an extraordinary number of snow & ice storms requiring parking lot plowing, shoveling, salting and roof shoveling.

Transfer No. 2008-13

Motion: To approve Transfer No. 2008-13, to transfer \$55,500 from Nursing Home-Nursing Salaries & Wages to Nursing Home-Maintenance Fuel Oil. By Comm. Clemons, second by Comm. Holden. Motion carried.

Transfer No. 2008-14

Motion: To approve Transfer No. 2008-14, to transfer \$1,200 from Delegation-County Convention-In State Travel to Delegation-Telephone. By Comm. Holden, second by Comm. Clemons. Motion carried.

Comm. Holden noted that the money was not budgeted, but there is additional cell phone. M. Rusch noted that she had added \$200 to last year's budget.

Bid #CIS-13-2008 – New Telephone & Network Demarc

Motion: To approve Bid #CIS-13-2008 – New Telephone & Network Demarc to Verizon Eng. Dept., 100 Gay St., Manchester NH, for a price of \$17,647, noting that it is a single source bidder under RSA 28:8-e V. By Comm. Clemons, second by Comm. Holden. Motion carried

Mr. Wenger informed the Board that this would re-locate the Demarc to a more favorable location; he is hoping that One Communication will cover some of this cost.

Bid #CIS-14-2008 – Network Cabinets & Accessories

Motion: To approve Bid #CIS-14-2008 for Network Cabinets & Accessories to Gov Connection, Inc., Merrimack, NH, in the amount of \$3,460.45, noting it is the lowest responsible bidder meeting the specifications. By Comm. Holden, second by Comm. Clemons. Motion carried

Bid #CIS-15-2008 – Nursing Home-Kronos Annual Software Support

Motion: To approve Bid #CIS-15-2008 for Data processing - Nursing Home-Kronos Annual Software Support, to Kronos, Chelmsford, MA, in the amount of \$6,973.23, noting that this bid is for contractual support costs and is a single source bidder under RSA 28:8-e V. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Wenger explained that this is for time clocks at the Nursing Home and the Department of Corrections.

4. Department of Corrections

Mr. O'Mara presented the census. He informed the Board that as of March 5, 2008, there are 543 Inmates in custody. There are 489 men including 333 being held pre-trial and 156 that have been sentenced. There are 54 women, including 37 being held pre-trial, 16 who have been sentenced and 1 being held for Rockingham County.

Bid # FY08-77 – Secure Inmate Telephone Service

Mr. O'Mara informed the Board that in this case, the goal is to secure the highest commission rate possible. He recommended PCS who is the current vendor, noting they offered the highest commission at 56% and have provided satisfactory service and performance.

Motion: To approve Bid # FY08-77 for Secure Inmate Telephone Service to PCS from Los Angeles, CA, noting that it is the current vendor and offers the highest commission. By Comm. Clemons, second by Comm. Holden. Motion carried.

5. Nursing Home

Mr. Moorehead was recognized. He presented the Nursing Home Census, noting that as of March 6, the Census was 281, which included 209 Medicaid residents, 39 private pay residents, and 33 Medicate Part A residents.

Bid # 26-2008 – Two heated plate warmers

Mr. Moorehead presented Bid # 26-2008, which is for two heated plate warmers. He noted that the lowest responsible bidder is Direct Supply, Milwaukee, WI at a cost of \$3,380.78 each for a total price of \$6,761.56.

Motion: To approve Bid # 26-2008 for the Nursing Home for two heated plate warmers, as stated by Mr. Moorehead. By Comm. Holden, second by Comm. Clemons. Motion carried.

Mr. Moorehead thanked the Board for allowing Nursing Home staff to assist Merrimack County Nursing Home yesterday in their move to their new Nursing Home. He noted that it went quite well, that their efforts were appreciated, and the staff had a great time.

6. Public Comments

No members of the public were present at the time.

7. Old/New Business

The Board reviewed last year's Budget meeting schedule and after considering their schedules and alternative dates, they concurred on the following schedule of work sessions:

- Monday, April 7 at 3:40 p.m.
- Thursday, April 10 at 3:40 p.m.
- Monday, April 14 at 3:40 p.m.
- Friday, April 18 at 3:40 p.m.
- Tuesday, April 29 at 3:40 p.m.
- Wednesday, April 30 at 3:40 p.m., if needed

The Public Hearing will be held on Tuesday, May 6 at 3:30 p.m.

Comm. Holden informed the Board that she attended the NACo Conference and noted that she has done a report on collective bargaining, which she submitted, to Betsy Miller at the NHAC.

8. Non-Public Session

Motion: To move into Non-Public session. By Comm Clemons, second by Comm. Holden. Pappas-yes, Clemons-yes, Holden-yes. Motion carried.

The Board moved into Non-Public session at 4:14 p.m. The Board met for three Non-Public sessions under RSA 91-A:3 II (d) for consideration of the lease of real or personal property. Present: Comm. Clemons, Comm. Pappas, Comm. Holden and County Administrator Wenger. No votes or actions were taken during non-public session.

The Board met in Non-Public session under RSA 91-A:3 II to discuss a personnel issue. Present: Comm. Holden, Comm. Clemons and Comm. Pappas. No votes or actions were taken during non-public session.

Motion: To move into Recess. By Comm. Holden, second by Clemons. Motion carried.

The Board moved into Recess at 4:15 p.m. to meet with Counsel.

The Board moved out of Recess at 4:35 p.m. and returned to Non-Public Session.

The Board returned to public session at 5:30 p.m.

Motion: To return to public session. By Comm. Clemons, second by Comm. Holden. 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 5:31 p.m.



Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

Date

