

The County of Hillsborough New Hampshire

Board of Commissioners

Toni H. Pappas, Chairman
District 1

Carol H. Holden, Vice Chairman
District 3

Michael R. Clemons, Clerk
District 2

County Treasurer
Christopher Pappas

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Agenda

Regular Meeting of the Hillsborough County Board of Commissioners
Board of Commissioners' Conference Room
Bouchard Building, Goffstown, NH
Thursday September 13, 2007 at 3:40 P.M.

1. Pledge to the Flag
2. Robert Montgomery – Re: Incident Reports & Board Communications
3. Business Office
 - Approval of Payroll Register
 - Approval of Accounts Payable Register
 - Sheriff's Extraditions
 - Hillsborough County Tax Apportionment – For Information
4. Department of Corrections
 - Census
 - Bid #FY08-45 – Chevrolet 2500 Van (2)
 - Bud #FY08-46 – Massey-Ferguson Tractor
 - Female Prisoner Agreement – Rockingham DOC
5. Nursing Home
 - Census
 - Bid #2-2008 Wheelchair Transport Bus
 - Bid #3-2008 Vital Signs Monitors
 - Bid #5-2008 Window Treatments
6. Public comments on agenda Items
7. Old/New Business
 - Goffstown District Court Update
 - Recess – 91-A:2 (b), Collective Bargaining
 - Personnel Commission
8. Non-Public Session
9. Adjourn

Upcoming Meeting Schedule (Subject to Change)

Regular BOC meeting 3:40 P.M. September 26, 2007, Bouchard Building, Goffstown, NH

Individuals wishing to make a presentation to the Board shall submit a written request to the Board of Commissioners Office, 329 Mast Road, Suite 114, Goffstown, NH 03045, seven (7) days prior to the meeting date. The Board reserves the right to limit the time for presentations. The Board reserves the right to amend this agenda. This building is handicap accessible.

Regular Meeting of the
Hillsborough County Board of Commissioners

September 13, 2007
Bouchard Building, Goffstown, NH

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, L. Movsesian, P. Manney, G. Wenger, J. O'Mara, M. Rusch, R. Mercer, C. Kirby, E. Robinson, M. Lencki, and L. Stonner

1. Pledge to the Flag

Comm. Pappas called the meeting to order at 4:43 p.m. P. Manny led those present in the Pledge to the Flag.

2. Robert Montgomery – Re: incident Reports & Board Communications

Mr. Montgomery was not present at this time.

3. Business Office

Approval of Payroll Register

Motion: To approve the Payroll Register dated 9/6/2007, in the amount of \$1,027,416.71, subject to review and audit. By Comm. Holden, second by Comm. Clemons: Motion carried.

Approval of Accounts Payable Register

Motion: To approve the Accounts Payable Register dated 9/12/2007 in the amount of \$7,672,287.50, subject to review and audit. By Comm. Clemons, second by Comm. Holden: Motion carried.

Sheriff Extradition

Motion: To approve Extradition Vouchers dated 7/11/2007 to 7/23/2007:

- 7/11/2007 in the amount of \$1,383.63,
- 7/11/2007 in the amount of \$1,360.26,
- 7/13/2007 in the amount of \$49.90,
- 7/20/2007 in the amount of \$586.69
- 7/23/2007 in the amount of \$457.70

for total extradition vouchers of \$3,838.18, noting they have been approved by the County Attorney. By Comm. Holden, second by Comm. Clemons: Motion carried.

Hillsborough County Tax Apportionment

G. Wenger provided a copy of the FY 2008 Hillsborough County Apportionment received from the Department of Revenue Administration and a summary sheet for the year 2001 through 2006 for the Board's consideration. He noted that as is customary, there are changes up and down due to the changes in local community assessments.

G. Wenger introduced Linda Stonner, who has just joined the Business Office staff as Secretary and will be attending the BOC meetings to record the minutes.

The Board agreed to take its agenda items out of order and to proceed to consider the pending Personnel Commission matter.

Personnel Commission

Motion: To go into non-public session under RSA 91-A: 3 II (b) to discuss the Personnel Commission and its options. By Comm. Holden, second by Comm. Clemons – Comm. Pappas, yes; Comm. Holden, yes; Comm. Clemons, yes: Motion carried.

The Board convened the Personnel Commission and entered non-public session at 3:47 P.M. C. Kirby was invited to meet with the Personnel Commission.

The Board came out of non-public session at 4:18 P.M.

Motion: To come out of non-public session. By Comm. Holden, second by Comm. Clemons – Comm. Pappas, yes; Comm. Holden, yes; Comm. Clemons, yes: Motion carried.

Motion: To seal the minutes of the non-public session. By Comm. Clemons, second by Comm. Holden – Comm. Holden, yes; Comm. Clemons, yes; Comm. Pappas, yes: Motion carried.

There being no objection, Commission Pappas moved to item five on the agenda, Nursing Home.

5. Nursing Home

Census

M. Lencki was recognized. He advised the Board that as of September 13, 2007, the census at the facility, is 276, noting that 208 are Medicaid patients, 38 are Private Pay, and 28 are Medicare residents.

Bid #2-2008 Wheelchair Transport Bus

M. Lencki presented bid # 2-2008, for a Wheelchair Transport Bus for the Nursing Home, in the amount of \$49,572, to Northern Bus Sales, Inc., the only bidder and the lowest responsible bidder.

Motion: To approve Bid # 2-2008, for a Wheelchair Transport Bus for the Nursing Home, in the amount of \$49,572, to Northern Bus Sales, Inc., Hudson, NH, the only bidder, and the lowest responsible bidder meeting the specifications. By Comm. Holden, second by Comm. Clemons: Motion carried.

Bid #3-2008 Vital Sign Monitors

M. Lencki presented bid # 3-2008, for two Vital Signs Monitors for the Nursing Home, in the amount of \$2,307.36 each, a total of \$4,614.72 to Moore Medical, New Britain, Ct., as the lowest responsible bidder.

Motion: To approve Bid # 3-2008, for two Vital Signs Monitors for the Nursing Home, in the amount of \$2,307.36 each, a total of \$4,614.72 to Moore Medical, New Britain, Ct., the lowest responsible supplier and the lowest responsible bidder. By Comm. Holden, second by Comm. Clemons: Motion carried.

Bid #5-2008 Window Treatments

M. Lencki presented Bid #5-2008 for Window Treatments from Medline Industries, Mundelien, IL, the lowest responsible bidder, at a cost of \$1,379.05.

Motion: To approve Bid # 5-2008, for Window Treatments from Medline Industries, Mundelien, IL, the lowest responsible bidder, at a cost of \$1,379.05. By Comm. Holden, second by Comm. Clemons: Motion

carried.

In response to a question, M. Lencki indicated that the window treatments would be placed in the dining room area, and in an area that was formerly a quad, which has been renovated and is now a two-bedroom.

4. Department of Corrections

Census

J. O'Mara was recognized. He informed the Board that the census at the facility on September 6, 2007 was 554. He noted that 499 were men, of whom 169 were sentenced, and 330 were being held pre-trial. On the women's side of the house, there were 55 female inmates; 14 were sentenced, and 41 were being held pre-trial.

Bid #FY08-45

Superintendent O'Mara explained that the item before the Board, Bid #FY08-45 is for two Chevrolet vans for the facility. He explained that the lowest responsible bidder meeting the specifications was Ron Currier's Hilltop Chevrolet, Somersworth, NH. The unit price is \$17,993 for a total cost of \$35,986.

Motion: To approve County Corrections Bid #FY08-45 as stated by Mr. O'Mara. By Comm. Clemons, second by Comm. Holden: Motion carried.

Bid #FY08-46

Superintendent O'Mara explained that the next item before the Board is Bid #FY08-46 for a Massey-Ferguson tractor for the facility, Model 543 with the attachments of a loader, backhoe, mower deck, harrow and rake. He explained that the lowest responsible bidder meeting the specifications was Knoxland Equipment, Warner, NH, for a total cost of \$36,574.

Motion: To accept County Corrections Bid #FY08-46 as described by the Superintendent. By Comm. Clemons, second by Comm. Holden: Motion carried.

Renewal of Female Prisoner Housing Agreement

Superintendent O'Mara presented the annual renewal of the Prisoner Housing Agreement for women between the Hillsborough County and Rockingham County Departments of Corrections. He suggested a motion to approve the agreement, and a motion to authorize the chair to sign the agreement behalf of the Board of Commissioners.

Motion: To renew the annual Female Prisoner Housing Agreement between the Hillsborough County and Rockingham County Departments of Corrections. By Comm. Clemons, second by Comm. Holden: Motion carried.

Motion: To authorize the Chair to sign the Female Prisoner Housing Agreement on behalf of the Board of Commissioners. By Comm. Holden, second by Comm. Clemons: Motion carried.

6. Public Comment on agenda items

There were no members of the public available for comment. G. Wenger noted that he left a message for Robert Montgomery, who asked to address the Board of Commissioners, notifying him of the change in the meeting date. Mr. Montgomery called and left a message saying that he would attend today's meeting, however, he was not in attendance. Mr. Wenger will follow up.

7. Old/New Business

Goffstown District Court Update

G. Wenger provided the Board with a preliminary draft of the revised plans for the Goffstown District Court on the second floor of the Bouchard Building. He indicated that the plans were consistent with the original Phase II design incorporating changes necessary to meet building codes. He noted that a small area in the basement is designated for court storage, and that with the exception of security issues, including the front entrance where a security station is incorporated, there is little change on the first floor. He explained that on the second floor in the east wing, an open lobby is being considered with double doors leading to the court. Four conference rooms, two cells, a courtroom, juvenile facilities, and offices are being proposed. He noted that a preliminary accessibility review was completed, and accessibility requirements incorporated. He reviewed the draft site plan, noting that signage, parking, and access are being addressed. He informed the Board that that engineering and design specifications are being completed, and State approval is anticipated. He indicated that initial estimates place the cost at approximately \$1,000,000, and includes over 10,000 square feet, resulting in a current square foot cost of approximately \$95.00 per square foot. Mr. Wenger suggested that the Board request a meeting with the Executive Committee Building Committee to bring it up to date. He further suggested that once the plan is finalized, the project could be sent out to bid, subject to several contingencies involving the necessary approvals, an agreement on a lease with the State, and funding. He indicated that having the bids would facilitate discussions with the State regarding the lease. He also suggested that the Board might wish to consider requesting Counsel to start developing a boilerplate lease for its consideration. A brief discussion followed regarding the project, and the intent to continue forward.

M. Rusch was recognized. She advised the Board that the next Delegation meeting is Friday, September 28, 2007, at 9:00 a.m.

E. Robinson reported that the House Bill 2 Commission and the Finance Commission are meeting; should HB 2 be approved, there will be many things that need to be worked out between the state and counties. Ms. Robinson indicated that she is assisting with the preparation of a proposed order for the Court regarding the declaratory judgment to establish escrow accounts for payments during the litigation. The funds will be held separately in each county's own bank. A discussion followed regarding the possibility of getting better terms if the accounts were held in one bank, however, five or six counties bank with Citizen's Bank, three counties with TD Bank North and one with Woodsville Bank. E. Robinson stated that the proposed order must be given to the court tomorrow. The counties will be paying the state for the skilled care they have been holding for a number of years; a recommendation was made that the billing for skilled care be separate, otherwise it will appear as a part of the operating budget and a part of future litigation, thus it will also have to be held. E. Robinson indicated the Association of Counties is meeting with their attorney regarding liability issues.

G. Wegner informed the board that he met yesterday with County Attorney Wageling, Pam Boardman, and Steve Lorenze, the person who is currently overseeing the project at Chestnut Street in Manchester. They discussed preliminary plans for the asbestos abatement project at Chestnut Street. Mr. Wenger noted that plans are very preliminary; and include a multi-phase project, starting on the south side of the building in the basement, doing the work in phases, moving upward floor-by-floor until complete. He indicated that the real challenge would be to keep the court open and operating. He informed the Board that Judge Lynn has directed that the roof project proceed as soon as possible.

The Board discussed its meeting schedule. Comm. Pappas indicated that several Finance Commission meetings have been scheduled in conflict with the Board meetings. The commissioners agreed to move their next meeting to Thursday, September 27, 2007 at 3:40 p.m., and to revise future meetings at that time.

Comm. Holden noted that an endangered grass, common sandbur, has been identified on the County Complex property. It was noted that the Goffstown Conservation Commission might look to transplanting some to another area.

8. Non-Public Session

Motion: To go into non-public session under RSA 91-A:3II (b) to discuss a personnel matter with the Department of Corrections, section (c) to discuss a lease with the County Administrator and to recess to discuss negotiations. By Comm. Holden, second by Comm. Clemons – Comm. Pappas, yes; Comm. Holden, yes; Comm. Clemons, yes: Motion carried.

The Board entered non-public session at 4:55 P.M.

The Board met with Mr. O'Mara and discussed a personnel issue and investigation at the Department of Correction.

The Board met with Mr. Wenger to discuss the status of the discussions involving Chestnut Street and space in Manchester for the County's operations. The Board did not take any action.

The Board entered recess and discussed ongoing collective bargaining negotiations.

The Board returned to public session at 5:50 P.M.

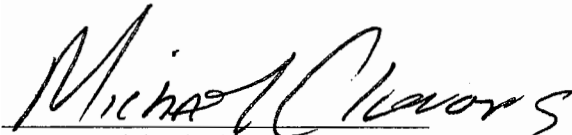
Motion: To come out of non-public session. By Comm. Holden, second by Comm. Clemons – Comm. Holden, yes; Comm. Clemons, yes; Comm. Pappas yes: Motion carried.

There being no further business for the Board a motion to adjourn was entertained.

9. Adjourn

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

The meeting adjourned at 5:53 P.M.



Comm. Michael Clemons, Clerk
Hillsborough County Board of Commissioners

9/27/07
Date