

GOVERNOR AND EXECUTIVE COUNCIL AGENDA  
State House, Concord, New Hampshire  
October 25, 2017, 10:00 a.m.

**CONSENT CALENDAR AGENDA**

#1 **MOP 150, I, B (1): Expenditure Approvals**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Bureau of Human Resource Management**

#A. Authorize to enter Debora Wyman into an educational tuition agreement with NH Technical Institute, Concord, NH, to participate in the courses entitled Legal Research and Litigation, and Trail Preparation during the period of November 9, 2017 through February 15, 2018, and to pay said costs in an amount of \$1,260. **100% General Funds (Employee Training).**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Bureau of Human Resource Management**

#B. Authorize to enter Sarah L. Pigsley into an educational tuition agreement with Southern NH University, Manchester, to participate in 4 courses entitled Research and Assessment in Public Health; Dimensions of Mental Health; Medical Terminology; and Healthcare Delivery Systems during the period of January 8, 2018 through April 29, 2018, and to pay said costs in an amount of \$2,000. **100% General Funds (Employee Training).**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Bureau of Human Resource Management**

#C. Authorize to enter Allysa Lekas into an educational tuition agreement with College for America at Southern NH University, NH, to participate in 24 Completed Projects in the CfA Applied Associates, Business Program during the period of November 1, 2017 through May 31, 2018, and to pay said costs in an amount not \$1,500. **100% General Funds (Employee Training).**

**NEW HAMPSHIRE EMPLOYMENT SECURITY**

#D. Authorize to enter Heather Johnson into an educational tuition agreement with College for America at Southern NH University, Manchester, NH, to participate in a course during the period of November 1, 2017 through April 30, 2018, and to pay costs not to exceed \$1,000. **Agency Income (Training).**

**STATE TREASURY**

#E. Authorize the Comptroller to issue a warrant from funds not otherwise appropriated in the amount of \$162,264 and the State Treasurer to issue checks in the amount of \$162,263.21 to the rightful owners of abandoned or unclaimed funds.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Bureau of Human Resource Management**

#F. Authorize to enter Barbara Bishop into an educational tuition agreement with Southern NH University, Manchester, NH, to participate in the course entitled Theories of Personality Psy 560 during the period of November 20, 2017 through February 4, 2018, and to pay said costs in an amount of \$500. **100% General Funds (Employee Training).**

#2 **MOP 150, I, B (2): Approval of Acceptances**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**New Hampshire Hospital**

#A. Authorize to accept donations in the amount of \$2,251.33 during the period of July 1, 2017 through September 30, 2017 and deposit into the Resident Benefit Fund.

**DEPARTMENT OF ADMINISTRATIVE SERVICES**

#B. Authorize to accept and place on file the Report and Findings of Councilor Andru Volinsky with regard to a certain project in participation with the University System of New Hampshire, Durham, NH.

#3 **MOP 150, I, B (3): Reports and Findings**

**POLICE STANDARDS AND TRAINING COUNCIL**

#A. Authorize to accept and place on file the annual report for FY 17 (July 1, 2016 to June 30, 2017).

**DEPARTMENT OF TRANSPORTATION**

#B. Authorize the Bureau of Right of Way's petition for a hearing on the proposed reconstruction of NH 12/NH 103 (Main Street) and North Street in the City of Claremont. A suggested commission of 3 persons shall determine whether there is occasion for the laying out or altering the highway, with a suggested budget of \$3,797.82.

**DEPARTMENT OF REVENUE ADMINISTRATION**

#C. Authorize to accept and place on file the Annual Report for the period of July 1, 2016 through June 30, 2017.

#4 **MOP 150, I, B (4): Nominations, Confirmations and Appointments**

**THE ADJUTANT GENERAL'S DEPARTMENT**

#A. Authorize the nomination of Captain Bradley D. Taylor, Deerfield, NH, for promotion to the rank of Major, NH Army National Guard. This officer meets all prerequisites for this grade, having been found to be physically, mentally, and professionally qualified.

**DEPARTMENT OF JUSTICE**

#B. Authorize to appoint Jessica A. King as an Attorney, at a salary level of \$62,500. Effective upon G&C approval or November 3, 2017, whichever is the latter.

**DEPARTMENT OF JUSTICE**

#C. Authorize to reappoint James T. Boffetti as an Assistant Attorney General at a salary level of \$94,095. Effective October 31, 201 to October 31, 2022.

**DEPARTMENT OF JUSTICE**

#D. Authorize to appoint Nicole M. Clay as an Attorney, at a salary level of \$62,500. Effective upon G&C approval or October 30, 2017, whichever is the latter.

**DEPARTMENT OF JUSTICE**

#E. Authorize to appoint Erin E. Fitzgerald as an Attorney, at a salary level of \$62,500. Effective upon G&C approval or November 3, 2017, whichever is the latter.

**DEPARTMENT OF JUSTICE**

#F. Authorize to appoint Joshua C. Harrison as an Attorney, at a salary level of \$60,000. Effective upon G&C approval or October 26, 2017, whichever is the latter.

**DEPARTMENT OF JUSTICE**

#G. Authorize to reappoint Heather D. Neville as an Assistant Attorney General at a salary level of \$74,340. Effective October 31, 2017 to October 31, 2022.

#5 **MOP 150, I, B (5): Other Items**

**DEPARTMENT OF TRANSPORTATION**

#A. Authorize the Bureau of Bridge Design to amend an agreement with Vanasse Hangen Brustlin Inc., (originally approved by G&C on 8-26-15, item #30), to study and prepare preliminary engineering plans for the rehabilitation or replacement of the General Sullivan Bridge carrying pedestrian and recreational traffic over Little Bay between the City of Dover and the Town of Newington, by extending the completion date from December 31, 2017 to December 31, 2018. No Additional Funding.

**NEW HAMPSHIRE FISH AND GAME DEPARTMENT**

#B. Authorize to amend a wildlife habitat improvement agreement with Robert Rudder for the management of 21 acres of agricultural land on the Lower Shaker Wildlife Management Area in the town of Enfield. Effective upon G&C approval through December 31, 2019. No Additional Funding.

**REGULAR AGENDA**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Bureau of Human Resource Management**

#6 Authorize to finalize the determination made by the Commissioner that on September 14, 2017 Keith King, a Youth Counselor III at the Sununu Youth Services Center sustained an injury in the line of duty due to a hostile or overt act, or an act caused by another during the performance of duties which are considered dangerous in nature. Effective upon G&C approval.

#7 Authorize to finalize the determination made by the Commissioner that on September 10, 2017 Jacqueline Harzmovitch, a Mental Health Worker III at the Division of Developmental Services, Laconia Receiving Facility sustained an injury in the line of duty due to hostile or over act, or an act caused by another during the performance of duties which are considered dangerous in nature. Effective upon G&C approval.

#8 Authorize to finalize the determination made by the Commissioner that on September 10, 2017 Bonita Beaudet, a Mental Health Worker III at the Division of Developmental Services, Laconia Receiving Facility sustained an injury in the line of duty due to hostile or over act, or an act caused by another during the performance of duties which are considered dangerous in nature. Effective upon G&C approval.

#9 Authorize to finalize the determination made by the Commissioner that on August 31, 2017 Karrie Lovejoy, a Registered Nurse II at the NH Hospital sustained an injury in the line of duty due to hostile or over act, or an act caused by another during the performance of duties which are considered dangerous in nature. Effective upon G&C approval.

**Bureau of Elderly and Adult Services**

#10 Authorize to **retroactively** pay the National Association of States United for Aging and Disabilities, Washington, DC, \$7,049 for annual membership dues. Effective July 1, 2017 through June 30, 2018. **75% Federal, 25% General Funds.**

### **Bureau of Facilities Maintenance and Office Services**

#11 Authorize to enter into a **retroactive** amendment to an existing **sole source** agreement with Absolute Data Destruction, Goffstown, NH (originally approved by G&C on 6-26-02, item #129), for removing and destroying confidential records from state and district offices, by extending the completion date from June 30, 2017 to June 30, 2022, at no cost.

### **Bureau of Mental Health Services**

#12 Authorize to enter into a **sole source** amendment with RCR Technology Corporation Inc., Indianapolis, IN (originally approved by G&C on 7-10-13, item #57), to continue to provide service and maintenance to the Department's Child and Adolescent Needs and Strengths Assessment and Adult Needs and Strengths Assessment data management system, by increasing the price by \$121,000 from \$320,536.50 to an amount not to exceed \$441,536.50 and by extending the completion date from October 30, 2017 to October 31, 2019. **100% Federal Funds.**

### **Bureau of Homeless and Housing Services**

#13 Authorize to enter into **soles source** agreements with the vendors as detailed in letter dated September 25, 2017, to provide permanent housing programs to chronically homeless individuals and families through the Federal Continuum of Care program in an amount not to exceed \$552,627. Effective upon G&C approval. **100% Federal Funds.**

### **DEPARTMENT OF TRANSPORTATION**

#14 Authorize the Bureau of Right of Way to pay property owners \$15,000 as documented in the Contemplated & Damage Awards List for amounts greater than \$5,000 for the period from August 29, 2017 through September 8, 2017. Effective upon G&C approval. **100% Highway Funds.**

#15 Authorize the Bureau of Right of Way to **retroactively** lease a 2,760 square foot parcel of State owned land located at the Southerly corner of Indian Brook Drive and Central Avenue in the City of Dover to Centerco Dover LLC at a value of \$2,100 per year, for the period of October 1, 2017 through October 31, 2021, with a renewal clause for an additional five years at the then current market value. In addition, the Department will assess a \$1,100 Administrative Fee. Effective upon G&C approval.

#16 Authorize the Bureau of Turnpikes to amend an existing service contract for the NH E-ZPass Back Office with Cubic Transportation Systems Inc., (originally approved by G&C on 10-7-15, item #25), to restructure the schedule for deliverables, payment of project delivery and Operation and Maintenance costs, and Key Performance Indicators for the contract for fiscal year 2018. Effective upon G&C approval through June 30, 2018. No additional costs.

#17 Authorize the Bureau of Construction to enter into a contract with R.M. Piper Inc., Plymouth, NH, for bridge preservation efforts for two bridges carrying NH 106 over the Soucook River in Loudon, on the basis of a low bid of \$1,598,072.71. (2)Further authorize a contingency in the amount of \$159,807.27 for payment of latent conditions which may appear during the construction of the project. Effective upon G&C approval through October 19, 2018. **100% Betterment Funds.**

#18 Authorize the Bureau of Finance & Contracts to pay membership dues **retroactively** in the amount of \$93,683 to the American Association of State Highway and Transportation Officials, Washington, DC, for continued membership in the national transportation organization for the period of July 1, 2017 through June 30, 2018. **87% Federal, 12% Highway, 1% Other Funds.**

#19 Authorize the Bureau of Aeronautics to award a grant to the Pease Development Authority to purchase Snow Removal Equipment for the Skyhaven Airport, in the amount of \$477,978.78. Effective upon G&C approval through August 7, 2021. **90% Federal, 5% General, 5% Local Funds.**

#20 Authorize the Bureau of Aeronautics to award a grant to the City of Lebanon to conduct a preliminary engineering and design to collect data and provide conceptual engineering for the future development at the Lebanon Municipal Airport in the amount of \$199,500. Effective upon G&C approval through September 14, 2021. **90% Federal, 5% General, 5% Other Funds.**

#21 Authorize the Bureau of Aeronautics to provide funding to the City of Keene, NH, to rehabilitate, mark, light and sign Runway 14-32 and portions of associated taxiways (phase II) at the Dillant-Hopkins Airport in Keene, NH, in the amount of \$3,925,780. Effective upon G&C approval through September 10, 2021. **90% Federal, 5% General, 5% Local Funds.**

#### **STATE TREASURY**

#22 Authorize the State Treasurer, as Trustee of the NH Higher Education Savings Plan Trust to enter into a contract extension period with Fidelity Brokerage Services, FMR LLC and FMR Co., relating to the administration of the NH College Tuition Savings Plan. Effective October 31, 2017 and covering the period ending December 31, 2023.

#23 Authorize the State Treasury and the Governor's Commission on Disability to enter into a No-Cost Partner Agreement with the Ohio State Treasurer's Office for the establishment and administration of a qualified achieving a Better Life Experience savings account program in NH. Effective upon G&C approval through October 24, 2022, with the provision for two automatic additional renewal periods of one year.

#### **THE ADJUTANT GENERAL'S DEPARTMENT**

#24 Authorize the Adjutant General be designated to apply for, receive and administer federal military aid funds in compliance with applicable state and federal laws and regulations.

#### **DEPARTMENT OF CORRECTIONS**

#25 Authorize to **retroactively** increase the salary of Paula L. Mattis, Non-Medical Director, Division of Medical and Psychiatric Services (unclassified position at labor grade HH), to establish up to a \$1,000 differential above a subordinate classified employee from the same division, at a salary of \$118,894.40 which is \$9,933.08 above labor grade HH maximum step on the salary chart. **100% General Funds.**

#### **DEPARTMENT OF NATURAL AND CULTURAL RESOURCES**

#26 Authorize to extend position #8T2896 Program Assistant I, labor grade 12, in a temporary full time status, for an estimated fiscal impact of \$54,963. Effective November 1, 2017 through October 31, 2018. **20% General, 80% Other Funds.**

#27 Authorize the Division of Parks and Recreation to enter into a contract with Ray's Electric & General Contracting Inc., Berlin, NH, for the renovation of the Shower-Toilet Building at Moose Brook State Park, Gorham, NH, in the amount of \$378,000. Effective upon G&C approval through May 25, 2018. **100% Agency Income.**

#### **NEW HAMPSHIRE FISH AND GAME DEPARTMENT**

#28 Authorize to accept and expend \$35,000 in federal funds from the US Fish and Wildlife Service for the purpose of culturing and stocking anadromous Rainbow Smelt as an effort to restore declining population numbers in Great Bay Estuary. Effective upon G&C approval through June 30, 2018.

#### **DEPARTMENT OF ENVIRONMENTAL SERVICES**

#29 Authorize to **retroactively** pay the 2018 membership dues to The Environmental Council of the States, Washington, DC, in the amount of \$13,000. Effective October 1, 2017 through September 30, 2018. **100% Federal Funds.**

#30 Authorize to award state aid grant funds for wastewater facility projects, for the entities as detailed in letter dated September 29, 2017, in the aggregate amount of \$4,306,043. Effective upon G&C approval. **100% General Funds.**

#31 Authorize Steven M. Titus' request to perform work on the Piscataqua River in Dover.

#### **DEPARTMENT OF EDUCATION**

#32 Authorize to make a **retroactive** one-time payment to Lori Noordergraaf, Education Consultant II, in the amount of \$3,443.89, to compensate the employee for wages that were not paid in SFY 2017, for the period of July 3, 2016 through June 30, 2017. **100% Federal Funds.**

#33 Authorize the Bureau of Vocational Rehabilitation to enter into a contract with Northeast Deaf and Hard of Hearing Services Inc., Concord, NH, to provide independent living services in an amount not to exceed \$70,271. Effective upon G&C approval through September 30, 2018. **100% Federal Funds.**

#34 Authorize to enter into a contract with Gregory Amend, Roxbury, NH, to provide technical assistance and information to schools and communities to consider Universal Design for Learning as a framework for creating and sustaining educational environments that are responsive to the needs of each learner, including those with disabilities, limited English proficiency, or those with accelerated learning needs, in an amount not to exceed \$22,000. Effective upon G&C approval through June 30, 2018. **100% Federal Funds.**

#35 Authorize the Division of Career Technology and Adult Education, Bureau of Disability Determination Services to enter into a contract with Carole E. Bibeau, MD, MS, Norwich, VT, to conduct disability determination decisions, in an amount not to exceed \$176,400. Effective upon G&C approval through June 30, 2019. **100% Federal Funds.**

#36 Authorize to enter into a contract with the Center for Applied Special Technology, Wakefield, MA, to provide services under the NH Universal Design for Learning Network Building State and Local Capacity to Improve Results, in an amount not to exceed \$2,549,873. Effective upon G&C approval through June 30, 2020. **100% Federal Funds.**

#37 Authorize the Bureau of Special Education, Office of Student Wellness to enter into a **sole source** contract with National Alliance on Mental Illness New Hampshire, Concord, NH, to work in partnership with the NH Department of Education, in all levels of decision-making, including the development, implementation and evaluation of the System of Care, in an amount not to exceed \$80,623.70. Effective upon G&C approval through June 30, 2018, with the option to renew for 3 additional years. **100% Federal Funds.**

#### **DEPARTMENT OF SAFETY**

#38 Authorize the Division of Fire Standards and Training and Emergency Medical Services, to accept and expend funds from the Federal Emergency Management Agency, entitled State Fire Training Systems Grant Program for Firefighters in the amount of \$56,091, for the purchase of one cardiac monitor and several portable radios. Effective upon G&C approval through November 15, 2017. **100% Federal Funds.**

#39 Authorize the Division of Homeland Security and Emergency Management to **retroactively** amend the grant agreement with the Town of Durham (originally approved by G&C on 12-7-16, item #81), for the purpose of upgrading undersized culverts on Longmarsh Road, by changing the period of performance only from August 2, 2013 through August 2, 2017. **100% Federal Funds.**

#40 Authorize the Division of Homeland Security and Emergency Management to amend the grant agreement with the Town of Gorham (originally approved by G&C on 8-24-16, item #62), for the purpose of completing the Spring Road Culvert Project, by increasing the amount by \$47,000 from \$213,289 to \$260,289. Effective upon G&C approval through March 24, 2019. **100% Federal Funds.**

#41 Authorize the Division of Administration to **retroactively** pay the list of employees in the total amount of \$11,235.42 for missed increment payments owed them from SFY 2015 to SFY 2017. Effective upon G&C approval. **44.46% General, 24.49% Turnpike, 21.58% Highway, 9.47% Agency Income Funds.**

#42 Authorize the Bureau of Hearings to establish two temporary full-time Hearings Paralegal (LG 16) positions for the purpose of supporting the current grant-funded Hearing Examiner prosecutors of DWI/DUI alcohol and drug impaired driving cases for NH State Police in circuit courts statewide. (2)Further authorize to accept and expend federal pass-through funds in the amount of \$82,960 from the Office of Highway Safety, for the purpose of providing paralegal support to the Hearing Examiner prosecutors for the NH State Police for the prosecution of DWI/DUI cases statewide. Effective upon G&C approval through September 30, 2018. **100% Agency Income. Contingent upon Fiscal Committee approval on October 20, 2017.**

#43 Authorize the Bureau of Hearings to **retroactively** accept and expend funds in the amount of \$284,426 from the Office of Highway Safety, to continue to provide two grant-funded prosecutors to support the NH State Police for the prosecution of DWI/DUI cases statewide. (2)Further authorize to **retroactively** continue two temporary full-time Department of Safety Hearings Examiner Prosecutor (LG 31) positions for continued prosecution of DWI/DUI cases for NH State Police in circuit courts statewide (originally approved by G&C on 8-23-17, item #92. Effective October 1, 2017 through September 30, 2018. **100% Agency Income. Contingent upon Fiscal Committee approval on October 20, 2017.**

#44 Authorize the Division of Homeland Security and Emergency Management to transfer funds within Information Analysis Center, for the School Readiness Program's part-time staffing, in the amount of \$298,575. Effective upon G&C approval through June 30, 2018. **100% Federal Funds. Contingent upon Fiscal Committee approval on October 20, 2017.**

#### **DEPARTMENT OF ADMINISTRATIVE SERVICES**

#45 Authorize the Division of Personal's request for waiver of classification decisions. Effective upon G&C approval.

#46 Authorize to accept and place on file the report containing a list of Executive Branch classified employees that have received retroactive payments relating to prior fiscal year payroll events for the period of July 1, 2017 through September 30, 2017.

#47 Authorize to accept and place on file the report containing a list of vendors that agencies have contracted with for the period of July 1, 2017 through September 30, 2017.

#48 NOT USED

#49 Authorize the Division of Public Works Design and Construction to enter into an agreement with Ackroyd Engineering LLC, Manchester, NH, for electrical engineering services' required for planning, design and construction of various Public Works' Projects as necessary and required by the Department, for an amount not to exceed \$300,000. Effective upon G&C approval through June 30, 2020.

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#### **TABLED ITEMS**

#### **DEPARTMENT OF TRANSPORTATION** *(Tabled at G&C Meeting on 8/23/17)*

#25 The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Pappas voted to approve requested action #1, the Bureau of Finance & Contracts report that there were no Small Claims that were paid in the previous fourth quarter of FY 2017 for individual amounts less than \$600. (2)**TABLED** – The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Kenney voted to **table** requested action #2, the request to revise the process that was approved by G&C on 7-19-95, item #171, to pay claims and reporting of paid claims from quarterly to annually. (3)The Governor and Council on motion of Councilor Pappas, seconded by Councilor Volinsky, and with Councilor Wheeler voting **no**, approved requested action #3, to **retroactively** pay small claims for the next fiscal year, July 1, 2017 through June 30, 2018. **100% Highway Funds.**

#### **DEPARTMENT OF ADMINISTRATIVE SERVICES** *(Tabled at G&C Meeting on 8/23/17)*

#105 **TABLED** – The Governor and Council on motion of Councilor Wheeler, seconded by Councilor Kenney, and with Councilor Pappas voting **no**, voted to **table** the request to accept and place on file the report containing a list of vendors that agencies have contracted with for the period of April 1, 2017 through June 30, 2017.