



Kimberly M. MacKay
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BOARD OF MANAGERS MEETING MINUTES

October 16, 2023

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Robert Blais (American Legion); William Gaudreau (Dept. of Military Affairs & Veteran Services); Raymond Goulet Jr. (Vietnam Veterans of America); Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran); Elaine Baker (Female Resident); Allan Bailey (Male Resident); Kimberly MacKay (Commandant); Richard Borrazas (Disabled American Veterans, Commander); Denis Querrard (Veterans of Foreign Wars State Commander); Leo Paquin (American Legion Department Commander).

EXCUSED: Madeline Dreusicke (Veterans of Foreign Wars Auxiliary)

GUESTS: Michelene Robichaud (Assistant to the Commandant); Brian Baker (NHVH COO); Jen Doig (NHVH CFO); Sarah Stanley (NHVH Public Information Officer); Ella Fredette (NHVH HR Director); Virginia Minasin.

***CALL TO ORDER BY CHAIRMAN:**

The October 16, 2023, Board of Managers Meeting was called to order at 9:01 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees presents were led in prayer by Robert Blais, Chaplain for the Board of Managers, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – September 18, 2023:**

The Minutes of the Board of Managers Meeting from September 18, 2023 were reviewed, and discussed. Motion was made by Raymond Goulet, Jr., seconded by Robert Blais to accept the minutes. Minutes accepted by the Board. There were no changes. Motion carried unanimously. The minutes will be placed on file.

***COMMUNICATIONS:**

NHVH New Addition – Commandant MacKay reported her, and Brian Baker will be meeting with the Architects/Engineers today to do the walk through and additional discussion on the project. They have a projected time frame of the spring of 2026 for the completion of the project.

Commandant MacKay reported that we have no residents with Covid and 1 staff the tested positive this weekend. We will be providing Covid vaccines for our residents, once available. Staff are being asked to go to their local pharmacies or their provider for them. We will not be providing them for staff this year, but they are covered under their state health coverage plan.

Residents have already received their flu vaccines last week, and we did offer it to any staff at our wellness fair on October 11, 2023. They can also obtain a flu vaccine from their providers.

***CUSTODIAL FUND INVESTMENTS REPORT: - (7-1-23 – 9-30-23)**

Commandant MacKay reviewed the report with the Board.

***CENSUS UPDATE:**

Census/Admissions – As of October 13, 2023, we have 132 veterans in the Home.

Our current wait list is as follows:

- 41 – Application Pool in Process
- 17 – Wait List
- 1 – Pending Admission from Wait List

NHVVH ADMISSIONS STATISTICS REPORT: - (7-1-23 – 9-30-23)

Commandant MacKay review the report with the Board.

***BUDGET UPDATE:**

Jen Doig reviewed the FY23 Financial Summaries of the New Hampshire Veterans Home as of September 30, 2023 (Appendix C) with the Board.

***NHVVH QUARTERLY FINANCE REPORT:** – (7-1-23 – 9-30-23)

Motion made by Raymond Goulet Jr. seconded by Robert Blais to approve the financial report for July 1, 2023 – September 30, 2023. Financial report accepted by the Board. Motion carried unanimously.

X P. Lloyd; X R. Guldner; X R. Blais; X W. Gaudreau; X R. Goulet
X S. Cuddy X E. Baker; X R. Borrazas; X D. Querrard; X L. Paquin

Motion made by Raymond Goulet, Jr. seconded by Robert Blais., to approve the projected budget request for July 1, 2023 – September 30, 2023. Projected budget accepted by the Board. Motion carried unanimously.

X P. Lloyd; X R. Guldner; X R. Blais; X W. Gaudreau; X R. Goulet
X S. Cuddy X E. Baker; X R. Borrazas; X D. Querrard; X L. Paquin

***CAPITAL PROJECTS REPORT:**

Commandant MacKay and Brian Baker provided an update on the New Hampshire Veterans Home’s efforts to date concerning capital projects and operations highlights:

- **Staff Update** – Safety & Security Supervisor, Shane McNutt has accepted the position.
- **RK Pond Paving Project** – Once the contract has been approved by G&C we will move forward with the project.
- **Tarr North Drain Problem** – Will start on October 17, 2023. They should be completed by October 31, 2023. This will allow use of the Tarr North tub room and kitchenette again.
- **Eversource Lighting Project** – Meeting on Friday October 13, 2023. They will be replacing all lights & fixtures at the facility with a low-energy LED light. Eversource stated we should see a decrease in our electric bill by half once the project is completed by December 2023.
- **Parking Lot Project** – Meeting today to discuss the design changes that will need to be done, due to the new addition project. This is still projected to be done in the spring of 2024.
- **Door Overhangs and Site Drainage Project** – They have been sent to Public Works for design and resolution of our water problem in the buildings, to then be put out to bid.
- **Pond Fountain** – Has been ordered, once received it will be installed in the pond in the spring.
- **Diversions Door Project** – The project is taking a bit longer than anticipated, due to the door prep needed before the application can be installed.

- **VA Survey** – Testing of all electrical equipment, should be completed by the end of the day today. Once completed we will submit our completed corrective action plans to the VA in hopes of being moved from provisional status to full compliance status.

***RESIDENT / STAFF MATTERS:**

Tuesday, September 26, 2023 – Raymond Goulet, Jr and the Vietnam Veterans Association, Chapter 41 held a Vietnam Veterans Ceremony for our Veterans.

Saturday, September 30, 2023 – The NHVH Craft Fair raised just under \$13,000 this year.

Tuesday, October 31, 2023 at 6:30pm – 8:00pm – We will have public Trick or Treating in the NHVH Town Hall, come join us for a great time.

Wednesday, November 1, 2023 – The American Legion, William H Jutras Post 43 is sponsoring a pizza party for all the NHVH Staff.

Friday, November 10, 2023 – We will be holding our Veterans Day Ceremony at 11:00am in the Town Hall.

Wednesday, December 6, 2023 – The Tarr South unit will be moving to the Hannah Dustin and Charles Tilton neighborhoods as a temporary move until the new addition is complete. This will accommodate all the residents to have single rooms with two residents sharing a bathroom instead of the current double rooms with four residents sharing a bathroom.

Sue Cuddy let the Board know we had four of our woman veterans attend the Women's Veterans Conference at the Cathedral of the Pines, in Rindge NH this past weekend.

***BOARD MEMBERSHIP:**

None to report currently.

***OTHER BUSINESS:**

Ella Fredette, NHVH HR Director completed the required annual harassment prevention training with the Board.

***MONTHLY EVENTS:**

Wednesday October 4 – Music w/ the Rockin Daddios – TH
Thursday October 5 – Foliage Ride Trip
Friday October 6 – Music w/ Bob McCarthy – TH
Monday October 9 – Fish & Game Moose Presentation – TH
Tuesday October 10 – Music w/ Phil Breton – TDR
Friday October 13 – Navy Birthday Trip
Friday October 13 – Music w/ Denice & Randy Filliger – TH
Saturday October 14 – Music w/ Dave Durkee – TH
Saturday October 14 – The 60's Show Trip
Sunday October 15 – Women Veterans Trip
Wednesday October 18 – Music w/ Bill Parker – Welch
Wednesday October 18 – Music w/ Mark Shelton – TH
Friday October 20 – Music w/ Marlina Phillips – TH
Saturday October 21 – Music w/ Ben Harris – TH
Sunday October 22 – Captains Courageous the Musical Trip
Tuesday October 24 – Music w/ Jackie Lee – TH
Thursday October 26 – Wal-Mart Trip
Thursday October 26 – Music w/ Jack – TH
Friday October 27 – Ginny the Pony visit – House Wide
Friday October 27 – Music w/ Phil Breton – Welch
Sunday October 29 – Funspot Bingo Trip
Tuesday October 31 – Music w/ Gardner Berry

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, November 20, 2023, at 9:00 a.m. in the NHVH Town Hall.

***ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Robert Blais to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:42 a.m.