



Kimberly M. MacKay
Commandant

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BOARD OF MANAGERS MEETING MINUTES

APRIL 15, 2024

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); 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: Robert Blais (American Legion)

GUESTS: Michelene Robichaud (Assistant to the Commandant); Brian Baker (NHVH COO); Jen Doig (NHVH CFO); Sarah Stanley (NHVH Public Information Officer); Melanie Barker (NHVH Business Administrator).

***CALL TO ORDER BY CHAIRMAN:**

The April 15, 2024, Board of Managers Meeting was called to order at 9:00 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees presents were led in prayer by Leo Paquin, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – March 18, 2024:**

The Minutes of the Board of Managers Meeting from March 18, 2024, were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by Richard Borrazas, to accept the minutes. Minutes were 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 we are still having conversations with the US delegation to support the construction project. We are awaiting the FY24 priority list from the VA to be released; to know if we will still be receiving the funding for the project. We are also asking for support to help with the Build America, Buy America (BABA) waiver to be released on the project, as it was approved before the waiver went into effect.

Commandant MacKay reported that we have 0 residents and 0 staff who tested positive for COVID. We continue to enact best practices to keep our veterans and staff healthy.

Our annual unannounced VA Survey window is due sometime in April 2024.

NHVH will be having our annual Volunteer Appreciation Luncheon on Thursday April 25, 2024. This is to thank them for all the wonderful things they do to further enhance the quality of life for our veterans.

NHVVH will be holding a Blood Drive on Monday, June 24, 2024, from 11:00-4:00 in the NHVVH Town Hall. All are welcome to come and join in this life-saving event.

***CENSUS UPDATE:**

Census/Admissions – As of April 15, 2024, we have 129 veterans in the Home: 118 men and 11 women.

Our current wait list is as follows:

- 35 – Application Pool in Process
- 14 – Wait List
- 0 – Pending Admission from Wait List

Commandant MacKay explained due to the fact that the majority of potential admissions are Tarr admissions, we will be closing one of the smaller wings on our Life Enhancement Dementia Units and opening a wing on our Tarr units to make room for new residents to come in while maintaining our staffing ratios.

***BUDGET UPDATE:**

Jen Doig reviewed the FY24 Financial Summaries of the New Hampshire Veterans Home as of March 31, 2024 (Appendix C) with the Board.

***NHVVH P-CARD ACCOUNT TO TRANSFER FUNDS TO TREASURY / ADMIN SERVICES:**

Motion made by Raymond Goulet Jr., seconded by Denis Querrard, to approve P-Card fund transfer to Treasury / Admin Services to accounting unit 7024 for up to \$17,000.00 for expenditures for six months.

- X P. Lloyd; X R. Guldner; X M. Dreusicke; X W. Gaudreau; X R. Goulet;
- X S. Cuddy; X E. Baker; X A. Bailey; X R. Borrazas; X D. Querrard;
- X L. Paquin

***NHVVH ADMISSIONS STATISTICS REPORT:** – (January 1, 2024 – March 31, 2024)

Commandant MacKay reviewed the past quarter of Admissions. There were 14 residents admitted at an average age of 81.8 years old.

***NHVVH QUARTERLY FINANCIAL REPORT** – (January 1, 2024 – March 31, 2024)

Motion made by Denis Querrard seconded by Raymond Goulet, Jr., to approve the financial report.

- X P. Lloyd; X R. Guldner; X M. Dreusicke; X W. Gaudreau; X R. Goulet;
- X S. Cuddy; X E. Baker; X A. Bailey; X R. Borrazas; X D. Querrard;
- X L. Paquin

***NHVVH QUARTERLY PROJECTED BUDGET** – (July 1, 2024 – September 30, 2024)

Motion made by Denis Querrard seconded by Raymond Goulet, Jr., to approve the projected budget request.

- X P. Lloyd; X R. Guldner; X M. Dreusicke; X W. Gaudreau; X R. Goulet;
- X S. Cuddy; X E. Baker; X A. Bailey; 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 capital projects and operations highlights:

- **Paving Project** – All necessary paperwork has been completed and will go to Governor & Council for final approval. Our anticipated start date is around the end of May or beginning of June.
- **Pond Paving Project & Pond Fountain** – The bid was awarded to CK Landmark and needs to go to Governor & Council for final approval, this project will begin in May with an anticipated completion timeframe in June. The fountain will be installed by then as well.
- **Eversource Lighting Project** – The project started Monday, April 15th. We expect to see the contractors working on this project for a couple of months. Eversource is updating all NHVH lighting fixtures with LED equipment. This project is expected to provide us a minimum savings of \$170,000 annually in our utility costs! Because of this project, our Home was awarded the **State of NH 2024 outstanding energy efficiency project!**
- **Tarr North Tub Room Project** – The bid was awarded to CK Landmark and needs to go to Governor & Council for final approval. This will repair a broken drain line in the tub room. The project is anticipated to start in May and is due to be completed by June.
- **Over-Hang Entry Way Project** – Project is with the Division of Public Works Design and Construction (DPW) and is under review.
- **Facility Drainage Project** – The NH Division of Public Works (DPW) hired Oak Point Associates as the civil engineers; they will be on site this week to do an assessment. Repairs are anticipated to happen in June or July.

Brian did a walk-through last week with Comcast and is now waiting on a quote to see if they can offer us and our residents a lower rate on cable and Wi-Fi fees.

- **NHVH Air Handlers for the LEDU Wings** – They are located on top of the roof on the LEDU units. They supply heat and cooling; the units are now obsolete and need to be replaced. They have been running 24/7 for the last 22 years and are all breaking down with no available parts to repair them. The VA requirement is to keep our facility temperature between 71 – 81 degrees. We will be unable to do this without new Air Handlers. We are looking into temporary solutions to keep things cool in the coming summer months, until they can be replaced.

***RESIDENT / STAFF MATTERS:**

Allan Bailey mentioned that it is hot in his and other resident's rooms; this problem is connected to the Air Handler issue we are having.

***BOARD MEMBERSHIP:**

Raymond Goulet, Jr – Term is due August 26, 2024.

***OTHER BUSINESS:**

Former NHVH Commandant Barry Conway passed away; his services will be held on May 9, 2024 at 11:00am at the NH Veterans Cemetery.

***MONTHLY EVENTS:**

Monday April 1 – Gardner Berry – TH
Friday April 5 – NH National Guard (Volunteer Eric Fessenden Promotion) Trip
Friday April 5 – Music w/ Phil Breton – JS
Saturday April 6 – Just Duet Broadway Style Theater Trip
Monday April 8 – Music w/ Bob McCarthy – TH
Wednesday April 10 – (LEDU) 99 Restaurant Trip
Wednesday April 10 – (Tarr) Scenic Drive Trip
Thursday April 11 – Music w/ Dave Jenne – AS
Thursday April 11 – (LEDU) Boutwell Bowling Trip
Friday April 12 – Music w/ Phil Breton – AS
Saturday April 13 – Music w/ The Dave Only Band – TH
Sunday April 14 – Music w/ SNH Ukulele Group – TH
Tuesday April 16 – Music w/ Jackie Lee – LEDU
Tuesday April 16 – (Tarr) Ray's Classic Car Trip
Wednesday April 17 – Music w/ Bill Parker – AS
Thursday April 18 – Music w/ Marlina Phillips – TH
Thursday April 18 – (Tarr) Wal-Mart Trip
Friday April 19 – Music w/ The Filligers – TH
Tuesday April 23 – Sprin Fling Music w/ Stan Jr. – TH
Wednesday April 24 – (Tarr) Funspot Bingo Trip
Thursday April 25 – (LEDU) Scenic Drive Trip
Friday April 26 – Music w/ Carroll Brown – TH
Friday April 26 – Music w/ Phil Breton – LEDU

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on **Monday, May 20, 2024, at 9:00 a.m.** in the NHVH Town Hall.

***ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Madeline Dreusicke, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:37 a.m.