



Kimberly M. MacKay  
Commandant

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**BOARD OF MANAGERS MEETING MINUTES**

**AUGUST 19, 2024**

**PRESENT:** Paul J. Lloyd – Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Robert Blais (American Legion); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); Raymond Goulet Jr. (Vietnam Veterans of America); Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran); Diana Brown (Female Resident); Kimberly MacKay (Commandant); Robert St. Pierre (American Legion Department Commander); Michael Lopez (Disabled American Veterans, Commander); Andrew Corrow (Veterans of Foreign Wars State Commander).

**EXCUSED:** William Gaudreau (Dept. of Military Affairs & Veteran Services); Allan Bailey (Male Resident).

**GUESTS:** Michelene Robichaud (NHVH Administrative Assistant to the Commandant); Brian Baker (NHVH COO); Jen Doig (NHVH CFO); Sarah Stanley (NHVH Public Information Officer); Allison Parent (NHVH Admin III Quality, Policy & Resident Care Services); Maureen Campbell (NHVH Recreation Therapy Supervisor); Richard Borrazas (Guest).

**\*CALL TO ORDER BY CHAIRMAN:**

The August 19, 2024, Board of Managers Meeting was called to order at 9:08 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees present were led in prayer by Robert Blais, and the Pledge of Allegiance by Chairman Paul Lloyd.

**\*APPROVAL OF MINUTES – July 15, 2024:**

The Minutes of the Board of Managers Meeting from July 15, 2024, were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by Robert Blais, 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 that last week at the National Association of State Veterans Homes conference, she spoke with the VA construction team, and they said on Thursday August 15, 2024 there will be a list put out to see who is on there to receive VA Funding. They said they will work with us on the Build America, Buy America (BABA) Act waivers on the project as they come up. We have not been notified that we are on the list for their fiscal year, which starts October 1, 2024. We have the 90% design plan complete and are on track to go out to bid for the project once we have received the approval to move forward.

**COVID-19** – Commandant MacKay reported that we exited out of our Covid Outbreak on Tuesday, August 13, 2024. She also reported that we have one resident and four staff who tested positive for COVID; they are not associated with the outbreak. We continue to enact best practices to keep our veterans and staff healthy.

**\*CENSUS UPDATE:**

Census/Admissions – As of August 19, 2024, we have 122 veterans in the Home: 111 men and 11 women.

Our current wait list is as follows:

- 32 – Application Pool in Process
- 16 – Wait List
- 10 – Pending Admission from Wait List

**\*BUDGET UPDATE:**

Commandant MacKay reported we are in budget season. All NH State agencies must lower their budget for Fiscal Years 2026 and 2027, so we will be looking at areas we can reduce expenditures. We hope to not experience any layoffs at the NH Veterans Home; instead, we will put a freeze on select vacant positions.

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

**\*RATIFY E-MAIL VOTE ON THE POND PAVING CONTRACT:**

Motion made by Raymond Goulet, Jr. seconded by Robert Blais, to ratify e-mail vote on the pond paving contract on July 22, 2024. The funding for this project is from the resident benefit account and a bequeath from a former resident. There were no changes. Motion carried unanimously.

X P. Lloyd;    X R. Guldner;    X R. Blais;    X M. Dreusicke;    X R. Goulet;  
X S. Cuddy;    X D. Brown;    X R. St. Pierre;    X M. Lopez;    X A. Corrow

**\*QUALITY ASSURANCE REPORT: – Quarterly Report (4-1-24 – 6-30-24)**

Allison Parent reviewed and discussed the Quality Assurance quarterly report with the Board.

**\*CAPITAL PROJECTS REPORT:**

Brian Baker provided an update on the New Hampshire Veterans Home’s capital projects and operations highlights:

- **Eversource Lighting Project** – Lighting project is 90%+ complete; the contractor is completing their punch list.
- **Parking Lot & Pond Paving Projects** – The anticipated start date with Triple Construction is August 26, 2024, for these two projects.
- **Tarr North Tub Room Project** – CK Landmark has completed the project. However, when our maintenance team started assembling the bathroom, old valves broke, and dried hoses leaked. The plumbing is now repaired, and we are waiting the arrival of new hoses to complete the project.

- **NHVV Air Handlers for the LEDU / Tarr East Wings** – Rooftop units were installed on August 8, 2024. They are up and running and working great.
- **Sitewide Drainage Project** – The Civil engineers from Oak Point identified several areas of concern causing the water incursion. The original foundation drainage installed for LEDU in 2002 wasn't sufficient. Once a design is presented by the engineers, we will review repairs within our current available budget.
- **Overhang Project** – Brian has a meeting on August 20, 2024, with Oak Point Engineers to review the project.
- **Water Pump Replacement** – Today we are replacing one of two water pumps: one broke two months ago. The new pump has been built and is being installed today. While without hot water, we will implement our plans designed for bathing, feeding, laundry, etc. for up to two days.

**\*RESIDENT / STAFF MATTERS:**

None to report at this time.

**\*BOARD MEMBERSHIP:**

Confirmation – of Diana Brown of Tilton, to the New Hampshire Veterans Home Board of Managers on August 7, 2024.

Nomination – of Raymond Goulet of Manchester, to the New Hampshire Veterans Home Board of Managers on August 7, 2024.

**\*OTHER BUSINESS:**

**Veterans Farmers Market Vouchers and Flyer** – Maureen Campbell spoke to let everyone know about this wonderful opportunity for any veteran. She distributed flyers to everyone to pass along at their Veteran Service Organizations (VSOs). All veterans are able to receive up to \$20.00 in vouchers to be used at the Tilton & Meredith farmers markets during September.

**MONTHLY EVENTS:**

*Saturday August 10 – Cirque De Soleil Trip*  
*Sunday August 11 – Boston Red Sox Game Trip*  
*Monday August 12 – Music w/ Gardner Barry – LEDU*  
*Wednesday August 14 – TARR BBQ – Sponsored by VFW Post 168, Portsmouth*  
*Thursday August 15 – Music w/ Stan Jr. – TH*  
*Thursday August 15 – 1964 Musical Trip*  
*Thursday August 15 – Music w/ Dave Jenne – LEDU*  
*Friday August 16 – Music w/ Bob McCarthy – TH*  
*Tuesday August 20 – NHVV Cruise Night – Pavilion Area*  
*Wednesday August 21 – Music w/ Bill Parker – LEDU*  
*Thursday August 22 – Coffee Social w/ Belmont American Legion Post 58*  
*Thursday August 22 – Birthday Bingo Sponsored by Concord VFW & Aux Post 1631 – TH*  
*Friday August 23 – Music w/ Eric Erskine – TH*  
*Sunday August 25 – TARR BBQ – Sponsored by VFW & Aux Post 10722, Pelham*  
*Wednesday August 28 – Music w/ Marlene Phillips – TH*  
*Thursday August 29 – Special Bingo Sponsored by SWAM – TH*  
*Thursday August 29 – Wal-Mart Trip*  
*Saturday August 31 – TARR BBQ – Sponsored by The Combat Warriors Motorcycle Club – Pavilion Area*

**\*DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on **Monday, September 16, 2024, at 9:00 a.m.** in the NHVH Town Hall.

**Flagpole Ribbon Cutting** – The ribbon cutting for the new flagpoles on the flag deck will take place following the meeting at 10:00 a.m. A group picture of the Board of Managers will be taken at that event.

**\*ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Robert Blais, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:48 a.m.