

Belknap County Commissioners Meeting

March 19, 2008

Commissioners Conference Room

Commissioner Daigneault called the Belknap County Commissioners meeting to order at 8:00AM on the above date at 34 County Drive, Laconia, NH.

Members present: Commissioner Philip Daigneault, Chairman; Commissioner Christopher Boothby, Vice Chairman and Commissioner Richard Long, Clerk.

Attendees: Harold Powell, Michael Muzzey, Richard Grenier, Jamie Laramie, Casey Bean, David Barry, (members of the Sheriff's department and Department of Corrections where present for badge pinning ceremony), Courtney Marshall, Carolee Deroche, Diane Roberts, Nancy Cook.

Minutes of the Meeting

Harold Powell, Maintenance Superintendent

SimplexGrinnell: Harold has done some research and told the Commissioners that he feels that Simplex/Grinnell is gouging us on our prices. Harold typed out some figures of costs for repairing the fire alarm system. He also enclosed some receipts of bills. Harold has a conclusion that he has come up with an answer to the problem. Harold feels that the county should get rid of SimplexGrinnell and start doing business with Bill Bevans Fire Alarm Systems. Bill Bevans quoted Harold a price for \$1200 per year and that includes repairs less expensive parts like a power pack. SimplexGrinnell gets \$300 a piece for detector heads. Bevans charges \$50. SimplexGrinnell came and repaired a burnt out power pack unit and charges \$400 just to come out and then another \$1675 after the part was ordered. Our contract with SimplexGrinnell ends the 30th of June 2008. Bill Bevans is the company that put the new system at the Department of Corrections. They are real good. They do all the jails and the State Prison. They are very well qualified and very well priced. They are out of Boscawen, NH. There was discussion. Commissioner Long made the motion to change from Simplex/Grinnell to Bill Bevans Fire Alarm Systems and that the contract with SimplexGrinnell when it expires on June 20, 2008. Commissioner Boothby seconded. Unanimous. **Motion carries.**

PSNH 50/50 Rebate Program: Harold gave the board the two reports he received back for the courthouse and the jail. The jail is a 2.7-year payback and the courthouse is a 2.9-year pay back as far as savings. If the county comes up with our portion of the money upfront, they can start immediately. That is really not feasible for the county as this point. That being said, they have the Smart Start Program, which Harold recommends that we go with. That takes 1-2 months to get going and there is an administrative fee. There is a 10% savings. They put that within the monthly amount the PSNH takes out. We do not have to come up with any costs upfront. There is an annual savings of almost \$12K between the jail and the courthouse on energy. Harold would like to note in the 8th paragraph, it states our savings are not guaranteed. That is common sense but he wanted the Commissioners to be aware. Should be close. Harold recommends that we start with the Smart Start Program at the jail first. The bills will still come in every month at the same rate. Each month they deduct a portion of what we owe them. The bills won't increase, it is level funded. Richard Grenier wanted to note in the minutes that we would be the first County Municipality in the State to implement this program. There was discussion. The

County's payback on the Smart Start Program will be approximately 3 years. Commissioner Boothby made the motion to authorize the implementation of the Smart Start Program with PSNH and to move forward as recommended by the Maintenance Superintendent. Commissioner Long seconded. Unanimous. **Motion carries.** Commissioner Daigneault as the Chairman will sign the PSNH contracts. It may take a month or so to get going, but Harold will bring up the contracts once they are ready.

Full Time Maintenance person discussion: Harold also discussed with the Commissioners that he strongly believes that it is time to hire one more full time maintenance person at the Jail. It is his opinion that it is strongly needed for the operation of the jail as a 24/7/365 operation and the issues associated with aging building and systems. Harold wanted the board to know that he is not interfering with the Superintendent of the Jail; he is just presenting his opinion as food for thought. Harold agrees with Municipal Resources in hiring one additional person full time at the jail. There was discussion. Richard said that by hiring the 2 PT guys that he recently hired for maintenance in the jail, it is helping a great deal to keep up with projects. In addition, he is paying them out of the line that Harold used to get paid from when he was part time, so it is a savings in that way too. There was discussion and Commissioners do not want to hire a FT Maintenance person at this time.

Non-public session: Commissioner Boothby made the motion to pause the Commissioners meeting for a conference call with their attorney pursuant to RSA 91-A: 3, paragraph II, section e. Commissioner Long seconded. Commissioner Daigneault took a polling of the board. Unanimous. **Motion carries.** The board was in a non-public session at 8:25AM.

The board concluded non-public session at 9:10 AM by unanimous vote and was back in a public meeting. While in non-public session, no actions were taken and no decisions were made.

Richard Grenier, Superintendent of the Department of Corrections

Badge pinning ceremony: Richard announced the recent promotion of two staff personnel and the hiring of a new staff member. Dave Berry, a 14-year veteran of the department, is promoted from Sergeant to the rank of Lieutenant. Lt. Berry is a resident of Laconia and is a mixed martial arts master, well known to county correctional officers around the state, having been the Defensive Tactics instructor at the Corrections Academy for many years. Lt. Berry was senior sergeant, Field Training Officer, Training Sergeant and managed staff scheduling. Lt. Berry's wife did the honor of pinning the Lt.'s new badge onto his uniform.

Jamie Laramie is a 5-year veteran and is promoted from Corrections Officer to Sergeant and will command his own shift. Sgt. Laramie has been a Field Training Officer, an Honor Guard representative for the department, conducted investigations and is currently reformatting internal documentation to standardize operations. Sgt. Laramie's wife did the honor of pinning the Sgt.'s new badge onto his uniform.

Casey Bean, a Gilford resident, was recently hired to fill a vacancy created by the retirement of 23-year veteran Lt. Ed White. Correctional Officer Bean has received 40 hours of in house individualized training, as well as additional on-the-job training and has assumed his duties. C.O. Bean will be attending the N.H. Association of Counties Corrections Academy to earn status as a certified correctional officer. Casey's wife was not able to be present at today's presentation. The press was present and took photos and staff from the Sheriffs department and Department of Corrections was present to show their support and extend congratulations to these gentlemen.

Old newspaper article: Richard gave the Commissioner a copy of an article that appeared in the local paper many many years ago. It was actually written in 1912. A gentleman from the Senior Center brought it to Richard. He found it in his Mothers scrapbook. The basis of the article was around the

County Jail, which in that day was referred to as the County Farm. Richard said it has some of the best history he has seen of how the jail as started in 1862, burned in 1876 and then that is when the cellblock was made after that. It was very interesting.

Inmate population: Currently, there are 85 inmates in the building now. Of them, there are 10 females, 5 on the bracelet program and 5 that are on work release.

Scale donation: Richard let the Commissioners know that they received a donation from Northeast Scale (\$486 value). It was a scale for weighing food (it has a stamp on it so it is a legal scale) that they donated which can be used with the garden program at the DOC. That is great.

Guardian Technology contract: Richard has a copy of the contract to install the new system for the cameras, etc. This was an approved item. Richard asked who should sign the contract. Richard will sign the contract.

Courtney Marshall, Diane Roberts and Carolee DeRoche, Nursing Home Management

Fitz Vogt contract: Courtney wanted to bring back the subject to the Commissioners of the Fitz Vogt contract. Courtney brought Carolee DeRoche, the Purchasing Manager at the Nursing Home who is also a Certified Dietary Manger. Courtney wanted to review. He indicated that in the Fitz Vogt (FV) contract, the termination clause allows voluntary termination with 60 days notice (no reason necessary). Courtney let the Commissioners know that it is his intent to vacate this contract with FV. The Nursing Home Management feels it would be in the interest of the county, and nursing home to sever that relationship. Carolee is a Certified Dietary manger and has been with the County 10 years. Commissioner Boothby asked the costs associated with this if they decided to concur. It would save the County money. Currently we pay about \$68K per year for FV manager to be here. The average cost per year for a dietary manager is \$44-60K average. The Nursing Home has a part time dietician (they always have). Carolee is very qualified and wants the job. There was discussion. Commissioners told Courtney to draw up a proposal on hiring Carolee, wages, etc and to bring it back to them.

Regarding the contract with Fitz Vogt, Commissioner Long made the motion to terminate the agreement between Belknap County Nursing Home and Fitz Vogt with the 60-day written notice as required to be effective June 6, 2008. Commissioner Boothby seconded. Unanimous. **Motion carries.**

Pre-employment drug screening: Diane would really like to change the Nursing Homes policy and to start doing pre employment drug screening. Diane feels very strongly about this and let the Commissioners know that we are quickly becoming known as the facility to apply for a job at because we don't drug test. We are one of the few health care agencies that don't drug test in the area and we don't want that kind of reputation. The only thing we allow for right now is for cause testing. We are not interested in random drug testing at all. Diane would like to do the pre employment screening internally. Then if something comes up anything except negative, we can send to the hospital for confirmation testing. There was discussion. Commissioners told Diane to draw up policies and procedures on this as she would like to see it and then we will have our County Attorney review. Once he gives them the ok, the Commissioners will approve and they can move forward with the new policy and procedure. Note for the record that the "for cause" portion of drug testing in the policies and procedures will remain.

Nancy Cook, County Administrator & Finance Officer

Human Services: Nancy let the Commissioners know that we received \$2450 in drug rebate money from the Stae of New Hampshire. Carol also gave the Commissioners numbers on categorical grants by providers for 2007. Commissioners have questions and want Carol Schonfeld to come into the next Commissioners meeting to explain.

Outside agencies: There was a letter from Amy Ouellette of the UNH Cooperative extension to let the Commissioners know that they have hired a new Educator of Forester Resources (aka, County Forrester). His name is Andy Fast. Andy takes Sumner Doles place as the Belknap County Forrester. Amy will bring Andy into a Commissioners meeting for a meet and greet once he is on board.

BDEDC annual meeting on March 27, 2008: Commissioner Boothby will be attending the meeting along with Nancy Cook.

Website: David stamps sent over web site stats for Commissioners information. Our websites will be updated soon and the Sheriff will be adding a most wanted section on his website.

Gunstock: Nancy received word from Greg Goddard, the General Manger at Gunstock. The amount that Gunstock will be paying to he county in 2008 (exclusive of the \$150K) will be \$72,500.

Lawsuit oral arguments: Nancy reminded the Commissioners that the oral arguments for the Douglas Lambert & Thomas Tardiff V. Belknap County Convention will take place tomorrow at 10:00 AM at the Supreme Court. Our lawyer in this matter will be present.

State Employees Association (SEA): There was a copy of a memo that was sent from the SEA to Marie Mora to let her know that the union dues would be increasing for the Commissioners information.

Comp time: Commissioners talked about comp time in the county. They wanted to reiterate to all Department Heads that accruing comp time needs to be kept to 40 hours maximum and that that no employee is allowed to carry over more than 40 hours from one year into another year. Department heads need to keep a close eye on this with their employees.

April meeting dates: Commissioners meeting dates for April are as follows: Wednesday, April 9, 2008 at 8:00 AM and Wednesday, April 30, 2008 at 8:00 AM.

With no further business to discuss, the meeting was adjourned by unanimous vote at 10:25 AM.

Angela A. Bovill, Administrative Assistant

Attest: _____
Philip Daigneault, Chair

Christopher D. Boothby, Vice Chair

Richard W. Long, Clerk