

Carroll County Commissioners Meeting
Minutes
January 14, 2009

Commissioners Present at Meeting: Commissioner Sorensen, Commissioner Albee, Commissioner Solomon

Others Present: David Babson, Peter Olkkola, Maureen Spencer, Henry Spencer, Lori Lenert, Ashley Rigazzo, Nate Giarnese, Joe Kawalski (taping)

Meeting called to order at 8:15am by Commissioner Sorensen

Old Business: Agency funding extension for nursing home, draft minutes on web site

New Business: Goals for 2009/Assignments, etc

Public Input

- David Babson: Are you going to hold elections?
- Commissioner Sorensen: Yes that is under the organizational part of the meeting.
- Henry Spencer questioned if the position of Assistant Treasurer is a paid position.
- Commissioner Sorensen answered that there is a small yearly stipend. The Commissioners have no input on who is elected for the position.
- Henry Spencer asked if the Right to Know issue is going to be addressed
- Commissioner Sorensen: Any decisions that are made will be made here in public. That will be an issue that we will discuss.
- Maureen Spencer wanted to know who manages the web site. Was very upset that last week's cancelled meeting was not publicized early enough. It would have been considerate to get a call. I would also like to be able to look back at achieved minutes which are not there at this time.
- David Sorensen: In regard to cancellations call the dispatch center to check on the status. Stephanie Milbury is on the agenda for today to discuss the web site issues.
- David Babson stated that the Assistant Treasurer position should have been advertised instead of being filled without being made public.
- Peter Olkkola input the fact that the County Commissioners do not have any authority in the choice of Assistant Treasurer.
- David Sorensen stated that the Commissioners can give an opinion only.
- Henry Spencer congratulated the newly sworn in Commissioners.
- Commissioner Albee talked about compliance issues. Comments to press were taken out of context. Conversations between commissioners cannot be raised to the level of deliberation; if it does then it will be taken public.
- Peter Olkkola: Can I be assured that the commissioners are going to follow 91A to the letter?
- Commissioner Albee: Absolutely. Paper on compliance and non-compliance from the NH bar association seminar 2008. Attorney General opinion is included in information.
- Commissioner Sorensen: I have tried to recognize people for public input. Public input has been beneficial to the commissioners. I hope comments made by the public on issues will also have a solution. We represent employees and public, we are not on trial.

Public Input ended at 8:35am

- Correction on last week's minutes. Commissioner Steven was referred to as Representative Steven. Regulator on propane tanks on mountain may have been changed by someone other than Eastern Propane. This will be investigated further.
- Commissioner Albee moved to accept minutes. Seconded by Commissioner Solomon. Minutes accepted with corrections all in favor.
- Minutes from Executive session were sealed.

Organizational Meeting

Election for Chair, Vice Chair, Clerk

- Commissioner Albee moved to nominate Commissioner Sorensen for Chairman. Commissioner Solomon second, all in favor.
- Commissioner Sorensen moved to nominate Commissioner Albee for Vice Chairman. Commissioner Solomon second, all in favor.
- Commissioner Sorensen moved to nominate Commissioner Solomon for Clerk. Second by Commissioner Albee, all in favor.
- Commissioner Sorensen explained that the Clerk is responsible for the overseeing the minutes and taking the minutes in Executive session and making sure those minutes are sealed and stated in minutes.

Goals for 2009

- Commissioner Albee: Structure in Agenda. Expand agenda descriptions and topics. Delegation of responsibilities and report of weekly activity by commissioners. Executive session needs to be described by which area it falls under (91A Paragraph C & E) this will help the public to discern why we are in Private session. Sealing of Executive minutes also need to be announced in the public session minutes. Organize when department heads come in.
- Commissioner Solomon: It would be helpful to get written reports from each department head instead of having them come here every week.
- Commissioner Albee: Delegate a commissioner for each department.
- Commissioner Sorensen: Coop Extension requires that a member of the delegation and a county commissioner sits on that committee. Commissioner Solomon will be taking over this position from Commissioner Sorensen. 3rd Tuesday of each month at 7:00pm in Conway.
- Commissioner Sorensen: Coop Extension has worked closely with nursing home food safety, the jail with programs. Forester has plan for the 859 acres and scheduled when it should be logged. Agricultural educator is involved with County Farm. They are doing a great job with the County. Would like Commissioner Solomon to look closely at Agency staffing at MVNH. Categorize.
- Commissioner Albee: Need to look at policy decisions that have been made. Participation in staff meetings to explain why these policies have been put into effect.
- Commissioner Sorensen: We will schedule meetings with department heads. Jail wants to create two full time positions. The Drug and alcohol councilor from part-time to full-time. Psychologist move from part-time to full-time. Wants Commissioner Albee to look into these situations. Is it possible for Psychologist to be shared with MVNH. Three programs at jail: Are they all necessary. \$50k to Strafford County, \$20k to incentive program, and a third program.

- Peter Olkkola: If looking at jail budget do we need a part-time superintendent at the jail?
- Commissioner Sorensen: Contract until 12/09. May be able to negotiate. Sorensen Responsible for Farm; hay prices, wood prices, rates (plowing, mowing, etc) supervision of inmates.
If we are not going to purchase a large emergency generator we need a plan on where to rent one if needed in an emergency and who will be responsible for getting that.
- Commissioner Albee: Bring in interested parties/stakeholders with interest in the water tank. What capacity do we need in case of emergency?
Goals in 2009. Provide best services to County. Look at individual departments to reduce cost and increase revenue. Look at personnel, positions, need which will be discussed in Executive session.
Information on wood pellet heating, production of wood pellets, composting which will increase revenue and tonnage reducer. Make recycling mandatory at County facility. Waste budget.
Operational savings.
- Commissioner Sorensen: Commissioner Albee will be responsible for the jail and Commissioner Solomon will be responsible for MVNH as their special interests.
- Commissioner Solomon: Sitting in on meetings with Rep Fleck on nursing home and has a meeting with Forrest Painter this afternoon.
- Commissioner Albee stated that on Friday afternoon, January 16th, all three commissioners will be present at Forrest Painter's retirement party. No negotiating or deliberation will be carried out at that time. They are there to recognize the service that has been performed for the County by this individual.
- Commissioner Sorensen explained how in union negotiations with the school board only two are allowed. We will allow one commissioner to do the negotiating and bring back the information to the other two so we can vote on it.
- Commissioner Sorensen discussed the posting of Draft minutes on the web site. It was agreed that the minutes will be posted by Friday afternoon in draft form so they are available for the public to view.
- Commissioner Sorensen: Temp Agency help at MVNH. Commissioner Albee made motion to continue extension of agency authorization in critical situations with direct authorization from Commissioner Sorensen or Commissioner Albee. Commissioner Solomon seconded the motion. All in favor.

Co-op Extension 9:15am

Ann Hamilton and Tina Savage from Cooperative Extension

- Ann Hamilton: Purpose in coming is to return surplus of \$15k by check to Carroll County. Request for this money to be put into Capital Reserve fund for co-op extension
- Commissioner Sorensen: Co-op has been very helpful-outstanding job with programs/farm/forestry, etc. Also supplying information on composting, greenhouses, etc.

Robin Reade/Stephanie Milbury 9:30am

- Commissioner Sorensen: Draft minutes will now be sent to Stephanie to post by Friday afternoon.

Web site discussion between Commissioners, Stephanie Milbury and Robin Reade. Decision to make new folder so minutes are easily accessed and achieves are available

Stephanie spends 5-10 hrs per week on website. She will be responsible for posting Delegation minutes, Building Committee meeting minutes and Commissioner meeting minutes and keeping the website updated. Set agenda by Friday afternoon so it can be posted on the website. Graphics are being worked on, Annual report can be posted. Budget can be posted after it is presented to delegation. Changes made as needed.

Web Site <http://www.carrollcountynh.net>

- Commissioner Sorensen: Explain \$1million bill from state. What is the \$88k added to the original figure.
- Stephanie Milbury: Possible error in figures, need to take issue to Concord. State made a mistake and said we owe another \$88k. These issues both need to be brought to their attention in Concord.
- Commissioner Sorensen: Delegation needs copy of notice from state with these figures.
- Stephanie Milbury: That is why there is a lawsuit at this time.
- David Sorensen: Best way to get info to the delegation.
- Stephanie Milbury: Fax or email
- Commissioner Albee: With cover letter explaining our position
- Commissioner Sorensen discussed with Stephanie Milbury and Robin Reade about Stephanie's familiarity with human service budget, how to factor. Kathy Garry has better knowledge in this area. Stephanie will also be responsible for annual report and incentive funds.
- Robin Reade: Kathy Garry, Katharine Armstrong and Stephanie Milbury should be able to do this in collaboration.

- Commissioner Sorensen: Bill from National Association of Counties/dues. Vote to approve paying of dues. Motion by Commissioner Sorensen, Second Commissioner Albee, all in favor.

- Commissioner Sorensen: Focusing on training for commissioners and supervisors. Delegation cut training budget, causing more grievances and lack of supervisory knowledge.

- Commissioner Solomon: Training workshops are available for non-profit organizations through the MWV Economic Council. \$25 per session/7 sessions for \$150.

- Commissioner Sorensen: Is there a training schedule set up?

- Robin Reade: Primex harassment and violence seminars should be attended by all line supervisors/Supervisors Academy in April Leadership training. These seminars need to be mandated by the commissioners so that all supervisors attend. 15 to 20 supervisors may attend meeting in April.
- Commissioner Sorensen: Work with administrators so supervisors attend. Be aggressive.
- Commissioner Albee: Mandatory training list in job description that it is required so skill level increases. Put subsequent meetings on Agenda. This training is high priority.

Kathy Garry, Administration 10am

- Kathy Garry: Amy Morin from Hales Location submitted documents/contracts to be signed. Assessor contract and Maintenance Contract. (both were signed by commissioners).
- Commissioner Sorensen: Have her put together a budget from Hales. We get no reimbursement from Hales for being their selectmen. Should we charge a fee?
- Kathy Garry: Contract for annual grant from Environmental Services. County gets \$3k for sewer. New Commissioners tour of building will be set up. Mileage requests submitted on monthly basis from Commissioners (.55 per mile) Payables submitted weekly. Payroll is done bi-weekly. Business cards for new commissioners.
- Commissioner Sorensen: Commissioners budget for expenses is divided by 3
- Kathy Garry: Info out to bid next week TAN money. Health and Human Services Bill was previously discussed by Kathy Garry, Katherine Armstrong, Sandi McKenzie, and Forrest Painter.

Forrest Painter and Sandi McKenzie, MVNH

- Forrest Painter: Budget figures are hopefully wrong, should be lower. Memorandum of Agreement- thinks figures are wrong. Need to meet with state. Pro-rated payment schedule may be miscomputed. Recommend not paying until settled. We should know by next week. I will call other Counties and see if they had problem also.
- Commissioner Sorensen: How is Stephanie going to know how to do the figures for MVNH?
- Forrest Painter: You pay what they say in twelve equal payments. HB2 Commission needs someone to sit on it. A county commissioner or HR should sit on this commission.
- Commissioner Sorensen: Explain new system-budget-held harmless
- Forrest Painter: Should pay no more than you would have paid under the old system. Based on projected annual budget. Could run parallel systems to see if amounts are reasonable. Expenses go up continually, changes each year.
- Commissioner Sorensen: Does DEAS fluctuate that much?
- Forrest Painter: Computing of liability seems wrong. (Forrest and Commissioner Sorensen had further discussion of government cost. Commissioner Sorensen wants

appointment set up with person in Concord to get issue straightened out.

Commissioner Albee will attend this appointment.

- Commissioner Albee: Problems will fall into lap of Interim Administrator Sandi McKenzie. What are your qualifications?
- Sandi McKenzie: 35 years experience/ Administrators license for 15 years.
- Forrest Painter: Sandi is very capable and will not need my consulting services. I will be available to answer any questions if needed. Smooth transition. Excellent choice.

- Unknown where trash issue is pertaining to new contracts with NCI.

- Forrest Painter: Direction and support on last year's budget. Rob Horace input. Repairs were funded under last year budget for installation of reinforced fiberglass panels. Materials are purchased. \$8k needs to be carried forward for installation. Need for installer will be advertised.
- Commissioner Albee made motion to hold \$8k from 2008 budget under line item Equipment installation and Dietary. Commissioner Solomon seconded/ all in favor.

- Forrest Painter: Incentives for staff discussed and renegotiated for February.

- Commissioner Albee motioned to accept changes on incentive changes for Feb, Commissioner Solomon seconded, all in favor.

- Agency staffing outlined as agreed in earlier part of meeting. Staff is going up. Joyce runs classes to retain students.
- Commissioner Sorensen: Where does Union fit in?
- Forrest Painter: Union is in agreement with this fair use of incentive.
- Commissioner Sorensen: Scheduling should be fair to everyone. Seniority should take priority to keep moral up. Changes made only once a month.
- Forrest Painter: Incentive changes once a month upon commissioner approval. Have agreement with union. Union does not recognize seniority. Have signed contract/all in writing with union.
Problems need to be submitted in writing with specifics so they can be researched.
Not just going on rumors and misconception.

- * Commissioner Sorensen: Need to support Department heads and supervisors as much as possible as long as they are being fair.
Commissioner Albee: Staffing within standards and guidelines. Are they appropriate for nursing home.

- Sandi McKenzie: Impressed with staff and institution on every level.

Commissioner Albee moved to go into Executive session RSA91/a; 3 paragraph C (personnel) and E (general work issues).

Seconded by Commissioner Solomon, all in favor.

Moved to executive session at 11:15am