

Carroll County Commissioner Meeting

Minutes

February 18, 2009

Commissioners Present: Commissioner Sorensen, Commissioner Albee, Commissioner Solomon

Others Present: Maureen Spencer, Henry Spencer, Joe Kowalski, Nate Giarnese

Commissioner Sorensen called meeting to order at 8:15 am

Public Input

1. Commissioner Sorensen to Henry Spencer, questions on cooking program at jail, what there is for equipment, interest from chefs in the area. Teaching cleanliness and kitchen procedures. Also have a woodshop that could be used to work with some inmates. Possibly some compensation for instructor.
2. Maureen Spencer: Interviewing for Administrator?
3. Commissioner Sorensen: Robin will have more information on the interview process later. We are going to have a training session by Primex on the Right to Know Law. Also a session during regular meeting in April to have Chiefs of police come in. Should have them once or twice a year for input.
4. Henry Spencer: Will we let other towns know about this Right to Know Law session and invite selectmen from other towns? Would be a step forward to offer invitation.
5. Maureen Spencer: Primex-employee programs-health savings account-health awareness benefit incentive program?
6. Commissioner Albee: It will take more than one thing to cause a cultural change in the facility.
Discussion between Commissioner Solomon and Maureen Spencer on the benefits of a health awareness program and weight loss program. Discussion of incentive programs.
7. Commissioner Sorensen: Public input meeting on Wednesday April 22, 2009 for Farm-increase revenue, what they do, etc. Wrote annual report addition for farm. They also do water department, generator, shovel roof and take care of sewer system.
8. Commissioner Albee: Announce in paper, notify agricultural commissions.
9. State has new policy that water must be tested before chlorinating. Cost \$600-\$800. Starts in April, mandatory-state requirement. Not in budget.
10. Commissioner Albee: No prior notification? We will put in budget next year. Not required to do something without prior notification before budget.
11. Commissioner Sorensen: Every water department has to do it. State fiscal year.
12. Commissioner Albee: State needs to do it due to budget constraints and no prior notification.
13. Nate Giarnese: Clarification on Nursing home budget. State Rep Chris Algren was commending nursing home for keeping direct cost to county taxpayers to \$800. Is that because of more revenue....what was the issue of \$3 million with the state and no revenue.
14. Commissioner Sorensen: I do not know I have not seen the budget yet.

15. Commissioner Solomon: It is not his committee so I do not know where he got that figure of \$800.
16. Commissioner Sorensen: Will be tremendous savings as a result of the sub-committees. After talking to Chairman of delegation, with exception of one department she feels that recommendation of subcommittee will go through.

Into regular session

1. Commissioners discussed approval of minutes and corrections to be made to minutes of February 11, 2009.

Commissioner Albee made motion to approve minutes as corrected. Seconded by Commissioner Solomon. All in favor.

Commissioner Solomon requested that minutes from non-public session of February

11, 2009 be sealed pursuant to 91A:3 for personnel.

Commissioner Albee made motion to approve sealing of minutes, Seconded by Commissioner Solomon. All in favor

2. Commissioner Albee: Suggestion that minutes from executive sessions should be separated by issue and approved separately.
3. Commissioner Sorensen: Wood processor at farm is down. Have three truckloads/39 cords. Belts are broken, new will be in this afternoon and replaced. Wood is being sold and delivered.
4. Commissioner Albee: Wood operation is doing well. What are controls? Certain number of cord per truck load?
5. Commissioner Sorensen: Truck loads are estimated at 13 per load. Less when processed. Buying by estimated cord. No official measurement of cord. Have to trust logger. Trustworthy outfit. Price comparison-\$900 for 8 cord locally.
6. Commissioner Albee: Estimated cord delivery also?
7. Commissioner Sorensen: It was measured at one time, know level on truck.
Need to talk about price. Right now it is at \$225, should get \$275 possibly less expensive for green.
8. Commissioner Albee: We need to discuss price. Wind system survey needs to be done. Need to put up device for measuring wind. Will call company, need to do a one year survey. Robin will be in to talk about sick day/personal day issue. Possibilities for grant money for dispatch.
9. Commissioner Solomon: Meeting with UNH was cancelled. In touch with Bud Fitch regarding stimulus package. WE are not ready yet for first part. 3 month window. Will keep pursuing it, get on queue.
10. Commissioner Sorensen: Get complete study of alternative energy.
Asked Steve Eldridge to come to see how rubbish collection is doing. Also housekeeping and Kathy Garry on budget.
Monday, February 23, 2009 the architect will be in at 8:30.
11. Commissioner Albee: I was not here, could you go over that?
12. Commissioner Sorensen: suggested brick and mortar building, no flat roof, neighborhood concept

***See building committee minutes of 2/13/2009 for detail**

13. Commissioner Solomon: Discussion with delegation on political aspect. Bonding, 501C, "Wish list". Homey, single and double, Alzheimer's pod, rehab, lifts, community concept, kitchen.
Storage- shed for bus, etc. Laundry. Use of old building, energy saving possibilities
14. Commissioner Sorensen: Look in to laundry issue, costs, Lake Region linen, for Monday.
15. Commissioner Albee: Add up ancillary issues; utilize part of old building for that. Cost of building new is so much more.
16. Commissioner Solomon: Use by UNH co-op?
17. Commissioner Sorensen: Put off until new nursing home is straightened out and moving along. Some still want to demolish old home, needs new roof, renovation and rehabbed to make it useful.
18. Commissioner Albee: Office space. Survey of building structure and needs. Look at using space. Business occupation, rental, etc.
19. Commissioner Sorensen: Put in budget for next year. Cannot do anything with it until new home is built and occupied. Would like to see central accounting office, central purchasing
20. Commissioner Albee: Think out of box. Separate "cubicles" for commissioners. Meeting area, many areas to look at in building.
21. Commissioner Solomon: I like the idea of affordable assisted living.
22. Commissioner Albee: Think you can build new for less. Property across street for sale. Old home better for industrial use, not residential use.

Steve Eldridge, MVNH Maintenance

1. Commissioner Sorensen: How is the maintenance going and the contract with North Conway Incinerator?
2. Steve Eldridge: Saving about \$1000 per month.
Conversation on other maintenance issues, windows, painting, floors, storage issues, radios, paging, personal phone calls,
3. Commissioner Albee: Structure visits to commissioners once a month. Flush out what we need to have a recycling program, training and containers. Make a time to meet at home and approach issue. Composting. Reduce tonnage. Reduce cost.
4. Steve Eldridge: Made list of equipment purchased but not used, sell it on web site?
5. Commissioner Sorensen: Administrator approval before selling of any equipment. Yourself, person from recreational therapy, physical therapy invited to go to Merrimac to look at their maintenance and laundry.
Floor person is responsible to housekeeping not maintenance, including salary.

Kathy Garry, Business Office

1. Met with Rep. Patten, did changes to budget. Would you like to review it now?
Have new percentages (gave copy to commissioners, will review later)
2. Commissioner Albee: 13 % increase in tax rate to town down from 24%
3. Kathy Garry: Have backup- revenue change, MVNH increased. Surplus of \$300k from 2008. \$88k coming out of 08' surplus.
4. Commissioner Sorensen: Health Insurance increase of 8.5%. If we give .50 per hour increase. This year their 20% of health insurance goes up 8.5% can you figure out

what that is and how much the .50 per hour makes up? What are they going to lose or gain?

5. Commissioner Albee: We need to make it clear that it is a 5.9% budget increase or \$1.3 million from 2008
6. Kathy Garry: Revenue to be made up by taxes due to declining revenue is up 1.7%
7. Commissioner Albee: The percentage of tax increase is premised upon the amount of dollar rate of tax. The budget increase is premised upon the entire budget.
8. Commissioner Sorensen: The highest rate in NH is .14
9. Commissioner Albee: Some are .12 some .13 some .14. We are still the lowest county rate in the state.
10. Commissioner Sorensen: Took out \$50k out for Academy. Delegation voted it out. Put \$8k in for Sheriff Department capital reserve?
11. Kathy Garry: Yes, those were both done.
The end of 2008 surplus goes in to reconciling. Still things that need to be posted. Must double check state bills.
12. Commissioner Albee: Need to keep it in reserve for bond rating. Delegation needs to know, have recommendation of financial advisor in writing to give them.
13. Kathy Garry: Our financial rating is one of the best in the state.
14. Commissioner Sorensen: Have financial advisor put in writing. We have 1.1 million from prior years and the rest will be put toward reducing taxes?
15. Commissioner Albee: Must hold % of general budget in reserve, if general budget is going up then reserve must go up also. Delegation needs to know consequences of using reserve to reduce taxes.

Robin Reade, Human Resources

1. Incentives and schedules. Jan. 140 open spots, Feb. 25, March. 10. May we extend incentive until end of March? We have 11 people for orientation on Monday and should be alright after that.
2. Commissioner Albee: Keep in place but not use it.

Commissioner Sorensen motioned to approve keeping incentive plan in place for the month of March. Seconded by Commissioner Albee. All in favor.

3. Commissioner Albee: Need to keep consistency in reward system.
4. Robin Reade: Cut rate in February to \$5.00. Keep at \$5.00 for March.
5. Robin Reade: Legislative night in Guilford (handout)
Documentation from MVNH on tuition reimbursement
Policies finalized regarding holidays and personal days.
Vacation time outline to be reviewed and sick leave to be discussed
Breaks down by department/union contract and non-union
6. Commissioner Albee: Accrual is on a pay period basis. In compliance with federal law?
7. Robin Reade: How do you want to proceed with setting up for interviews? 9 total applicants. Copies of resumes for commissioners to review. Interview committee suggested would be Primex representative, three commissioners, Family council, Director of Nursing, Merrimac rep, perhaps head of dietary, head of nursing. Had talked about splitting into two groups.

8. Commissioner Albee: Utilize people outside of our organization as well as the commissioners. Ambivalent about the head of nursing and dietary being in on the selection process for their future director.
9. Commissioner Sorensen: This would be just recommendations. It would come to commissioners for final approval.
10. Robin Reade: I would like to pull everyone together and start next week.
11. Commissioner Albee: We need to get recommendations from Primex on whom to have on the panel.

Jason Johnson, HOC

Recognize these officers for a job well done. Information was obtained that a female visitor was going to smuggle controlled drugs into the institution. Information was passed on and a plan was put together by these officers and the drugs were confiscated. I am issuing a letter of commendation to these officers present for a job well done: Corporal Michael Fowler, Officer James Lucas, Officer Kathy Boucher, and Corporal Patrick Batchelder.

1. In house population is 56. 2 out on monitor, 2 weekenders, 2 transfers, 17 pre-trial releases for a total of 79. 18 brought in, 7 repeat, 17 released. (DWI, Breach of bail, warrants, OAS, and unlawful possession of alcohol). Farm has been taking out 3 inmates, 6 available.

Hired two officers, 1 male who started already and 1 female who starts next week. Male inmate was caught trying to choke himself with sheet, brought to medical and placed on constant watch. Out to court today, on a hold out of Merrimac, may be able to transfer him there.

Improvements on operation of facility questionnaire

2. Commissioner Albee: Need to do more comprehensive recycling, need to have discussion later this spring in an effort to reduce tonnage.
3. Jason Johnson: Issue of analog and digital television. Estimate from Time Warner is \$7.15 per outlet. Researching in line digital box for antennae.

Discussion of television service at HOC was discussed. Figure from last week of \$1400 per year was incorrect, was supposed to be \$1400 per month.

4. Commissioner Albee: We will continue to look at the issue.
5. Commissioner Sorensen: How many hookups are we talking about for \$1400 per month?
6. Jason Johnson: 68 hookups @ \$7.15 per month.

Commissioner Albee made motion to go into non-public session pursuant to 91A:3 for personnel. Seconded by Commissioner Sorensen. All in favor

Public session ended at 10:15am