

**Carroll County Commissioners Meeting  
Minutes  
May 6, 2009**

**Commissioners Present:** Commissioner Sorensen, Commissioner Solomon, Commissioner Albee

**Others Present:** Maureen Spencer, Henry Spencer, David Babson, Ashley Rigazzo, Lori Lenart

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

**Public Input:**

1. David Babson: Dennis from HOC-personnel matter, yes or no? Issues on Contract w/Dennis and pay. He is not working, are we paying him? Is he PT/Per-diem @ \$55k per year? Question on whether prior commissioner had signed contract. (contract was handed to Mr. Babson from Commissioner Sorensen).
2. Commissioner Sorensen: Yes, personnel matter cannot talk about issue as the Right to Know law protects individuals from incrimination. He is part-time. Delegation has no responsibility for hiring or firing only approval of funding.
3. Henry Spencer: Discussion of arrangement w/other (profit making) nursing home to go over finer points and contact issues. Is quarterly report available for viewing?
4. Commissioner Sorensen: Report has been given to delegation, will be available for public viewing on May 18<sup>th</sup>, 2009.
5. Jon Hebert: Update on furniture from federal govt. and surplus. Contract from state, cost per chair is \$5 now that state has possession. After contract signed you will be able to look at what is available. Cubicles and other furniture not presently on line or available but will be. No price yet for cubicles, etc. SGT. Santuccio is standing by for tour to locate impound yard location.
6. Ashley Rigazzo: How long has Dennis been on leave? (since March 25<sup>th</sup>) Can DWI affect superintendent certification?
7. Commissioner Sorensen: Will have to research certification issue.
8. Lori Lenart: Any questions on the J. Connor presentation for May 22<sup>nd</sup>? Invitation only
9. Commissioner Albee: One or more of the commissioners will be there.

**Regular Session**

*Commissioner Solomon made motion to accept and seal non-public minutes of 4/29/09 as related to personnel issues. RSA81A; 3. Motion seconded by Commissioner Albee, all in support of motion. So voted by Commissioners Albee, Sorensen, and Solomon.*

*Commissioner Solomon made motion to approve public minutes from 4/29/09 as written.*

*Motion seconded by Commissioner Albee. All in favor. So voted by Commissioners Sorensen, Albee, and Solomon.*

1. Commissioner Sorensen along with Sheriff Conley and Captain Johnson attended Kennett High School Civics classes to talk about county government, how it operates, budget, communications, jail processing, etc. Moultonborough and Kingswood will be later in the year.
2. Commissioner Albee: Last Wed attended N.East Bio-heat conference. Well developed program/30 distributors, contractors. 350+ participants. (folder of info

available to look at). New England uses 92% of #2 heating oil in the United States. Rest of country has other sources.

Crotchet Mountain is totally heated by wood chips - heating 1.5 million Sq.Ft.

Concord has 5 million sq ft. of retail space that is heated by wood plant. People will be coming to tell us how we can use this and the financial impact. Wood vs. Propane. We are in line for energy grant. Architects and engineers in later, will share this info with them.

Met with Primex on Thursday-discussed health insurance program. Will be presenting new option to employees. Should be cost neutral to employee but save county \$142k. Also did Conway radio-8 minute segment.

Friday, met w/sheriff and Chief Solomon from Conway.

3. Commissioner Solomon: Friday-on radio WASR-13 minutes. Taped. County week discussed and what county does. Tuesday, attended forum for long term care sponsored by DHHS. Veterans' alternatives and ideas. Want to find out about plan for veterans who served during combat years. Are they eligible for long term care-no answer yet, not easy to get. How much money does this plan pay to LTC facility? How can we become eligible to be part of veterans program? I am working on it. Went to State committee on aging meeting on Monday. Also, HB113 passed and there is a moratorium until 2012.
4. Commissioner Sorensen: Hired farm supervisor, William Dewitt, currently working at state prison in Concord. 8 years experience, He starts the 18<sup>th</sup> of May. Annual report is in; copies are in the business office.

**Ken Cargill: Attorney, Deborah Farer: Assistant, George Fredette: First Montauk Securities, Jim Hill: SAU 9, Dr. Nelson: Superintendent of Schools**

1. Introduction by Ken Cargill
2. Dr. Nelson gave overview of projects in last 4 years. Each project timely, and at budget.  
Planning ahead of time, stay with project and stay on top of everything.  
Planning documents/every piece of the puzzle. Has two thick books of information garnered planning and construction. Over 200 hours. Tip": Do not slow project down. In depth discussion followed going over details of what each person is responsible for during construction, meetings, participation, overseeing everything.
3. George Fredette: In building-look-you will see things no one else has thought of. Check constantly! Change orders: 110-120, many due to drainage issues and noise levels.
4. Commissioner Sorensen: Any downsizing?
5. Dr. Nelson: Steal jumped 70% @ start of construction. Went from masonry to drywall, reduced library from 10k sq ft to 8k sq ft.  
Architect/Principal was there all the time
6. Commissioner Albee: Donation, 501c3?
7. Dr. Nelson: had \$4-5 million in donations. Money is usually directed for specific items. Restricted donation
8. George: Donate more to improve facility when they know exactly what money is for.

Discussion of Bonds, Leed certification, green concept. Payment structures, funding, energy efficiency, inspection of equipment used in building, Collateralization, limitations, laws, contracts, documentation, requisitions, Incentive money, alternative funding, time spent at building site.

9. Commissioner Sorensen: Will have public hearings in 3 different locations in June. Now need cost estimates. Talked about Co-op extension and coordinating building effort.
10. Cargill: Keep standard agenda on weekly meetings, set time (1 hr) open to public.
11. Dr.Nelson: Construction manager gave look ahead, knew what was coming, what problems may occur. Guaranteed Maximum price. Construction manager hires Tradesmen with approval. Sloped roof has problems, flat roof does not. Discussion of construction: Roof space, sloped= higher cost. No problems w/structured flat roof.
12. Cargill: bonded contracts only. Rare instance of bond claims. Architect should bill in legal costs/soft costs. Construction manager has responsibility of hiring/firing subs.

### **Sandi McKenzie, MVNH**

1. Census is 95, 2 referrals to be admitted on Friday, 2 being assessed for future admission. Ongoing surveillance I is plan in regard to Swine flu. Masks available if needed, hygiene and hand washing.
2. CON-met with Susan Palmer Terry last week, she is writing narrative and as it is written we can discuss and make changes. Building committee meeting next week.(May 11)
3. Lakes region linen taken over by General Linen, proposing increase-huge. Increase of \$166 per week for total service. Budget for linen is \$50k
4. Need to do assessment to see about equipment, systems, cost for doing it ourselves. Issue is who will do laundry at new facility.
5. Commissioner Albee: need to do staffing analysis of laundry and what doing our own linen would add to that.
6. Sandi: Will be getting analysis on cost.
7. Commissioner Albee: Sandi will be head of subcommittees on these issues. Discussion on landscaping bids, and residents' opinion on private or semi-private rooms. Residents' room is their home. Private is the way to go. Check with co-op on master gardener program. When farm crew is full, can fix irrigation system. Put landscape contractor issue on hold.
8. Today is nurses day
9. Nursing home week next week
10. Thursday is boxed lunch day/staff eat boxed lunch with each resident.
11. Antique car show on Saturday, May 16<sup>th</sup>
12. Employee recognition awards will be held on June 23<sup>rd</sup> in the late afternoon, early evening.
13. Red Cross blood drive was successful, 24 pints donated. Staff made effort to come donate even if they were not working.
14. Family of Janet Colman donated tables and chairs/soft chair. Karen is resigning as president of Family council.
15. Commissioner Solomon: Veteran's home is looking for nursing home to join with them for a dance. Also could we have High School students interview veterans at nursing home, write about their history? Looking into funding for veterans as well as procedures and certification.
16. Commissioner Albee: Cleaning of storage buildings?

17. Sandi: White building has been cleaned out. Barn not done yet. Policy-donations when residents leave. Need responsibility for things that are left.

### **Kathy Garry, Business Office**

1. Steve LaFrance-storage tank, water system, sit down now or schedule later?
2. Commissioner Sorensen: Wait, delegation took money out of budget, put on hold.
3. Ann Aiton left info on property for review. Worked with Sandy and Paula on financial piece of CON. Paula making phone calls. Coming together well.
4. Lory received email from Karen Umberger reminding of meeting at Gibson Center. Public information meeting. Also one in Moultonborough and Wakefield. Delegation is coordinating.
5. Commissioner Albee: met w/Primex- discussion of change over. Protect benefits.
6. Kathy: Working on details.

### **Sheriff Conley, Mike Cauble, David Myers**

1. Pandemic Plan
2. All Health Hazards
3. Sheriff Conley: Approached by Emergency Preparedness Agency to assist w/communication infrastructure. Affords opportunity for real time information availability. Enhanced communications. Set up some in last 3 days. Infrastructure needed.
4. Dave Myers: Infrastructure not set up. Brooks communication-estimate on building infrastructure then Fairpoint for actual #'s and availability. Commissioners would have to do this.
5. Mike Cauble: Have internet-need phone #'s for people to call in. Need block of #'s that can be activated in case of emergency. Can contribute some money toward phone service. Ossipee is central location.
6. David Myers: Using sheriff dept. equipment right now for internet service and phone. Must set up different network for Emergency Preparedness Agency. Need to build up and enhance phone system. Trying to get more info on numbers available for government agencies. Checking on activation fees, etc.
7. Sheriff Conley: Would have dual use capability. Example: Ice storm and tornado in Carroll County. Barely able to handle it. Opportunity to use emergency system.
8. David Myers: Takes approximately 50 minutes to turn lines on.
9. Commissioner Sorensen: White boards needed for command center here.  
Discussion of Emergency Preparedness Center, what it needs to be set up  
How it would work, when it could be used, cost to integrate, public education.  
Chain of command, Communications. Bring 5 minute presentation to delegation to make it work for Carroll County.
10. Jon Hebert: Not communications/Command Center. Does not have to be integrated right away.
11. Sheriff Conley: Surge - 451 calls in 1 hour with tornado. Only 7 towns involved.  
Could not handle a County wide event. Vote for authorization on communication?

*Commissioner Albee made motion to approve \$2000 for phone system and internet. Commissioner Solomon seconded the motion. All commissioners in favor, Motion passed by Commissioner Albee, Commissioner Sorensen, Commissioner Solomon.*

12. Mike Cauble: If county needs masks, etc let me know and I can get it going.

### **Jason Johnson, HOC**

1. 60 in house, 1 weekender, 2 electronic monitor, 3 transfers, 16 pre-trial release, total 82  
36 admitted, 33 released. 19 repeaters (4 Protective custody, 4 unlawful possession of alcohol, 1 warrant, 1 theft, 2 drug related, 1 SA, 1 OAS, 2 breach of bail, 1 Violation of protective order, 1 criminal mischief. Farm has been taking out 5.
2. Met with medication vendor in Kentucky, will save us 25% in medication costs. Will increase returns to 95%.  
In depth discussion of medication usage per month, contracts, ordering, time frame, trends, negotiations, drug formulary usage. Nursing home and jail have separate contracts but same vendor. Jason and Sandi need to get together and discuss. Send letter of notification for possible cancellation to current provider if not negotiable.
3. Jason: Power surge, Master Electrician checked it out, 277 and 120 side of transformer proves out. Problem is on 24V side. Not happy with Secure Controls company who does the 24V side. They did not fix problem and I will be contacting the supervisor.
4. Visitors with any flu symptoms will be denied visits up until May 14<sup>th</sup>. Graduation of one officer, 90<sup>th</sup> percentile in class. Have 3 or 4 left to be certified.

### **Robin Reade, Human Resources**

1. Training w/Primex over the summer with supervisors. 2 days per month. Focus on areas/County wide.
2. Left message with DEAS regarding licensing of farm supervisor
3. Primex convention on May 20-21 @ Mt. Washington. Anyone going?  
Kathy Garry is going for one day; Robin is going for one day. Commissioner Sorensen will attend on one day; Commissioner Albee will attend on one day.
4. Commissioner Albee: Need to discuss commissioners' schedule, changing meeting times when needed, etc.
5. Wellness program is going well. Some awards have been given out.
6. Schedule meeting to go over policy issues. Meeting of commissioners and new farm supervisor at beginning of his tenure.
7. Meeting for May 18<sup>th</sup> @ 1pm.

Commissioner Sorensen brought up discussion of purchasing Sawmill for \$20,000. Pros and cons were discussed as well as benefits and drawbacks. \$20k not in budget. Further discussion of wood processing equipment.

8. Sandi McKenzie: Pandemic experience. We do not have a County plan for employees.

9. Commissioner Albee: AFC has handout.

Need to create handout.

Heads of complex should meet and discuss plan – communicate – dissemination of information

Sandi will put together plan

Basic needs on Complex

*Commissioner Solomon moved to go into non-public session for personnel issues pursuant to RSA91A; 3. Motion seconded by Commissioner Albee. Commissioners Solomon, Albee, and Sorensen in favor. So moved. Into non-public session at 11:00am*