

**Carroll County Commissioners Meeting
Minutes
May 13, 2009**

Commissioners Present: Commissioner Sorensen, Commissioner Albee

Public: Maureen Spencer, Henry Spencer, David Babson, Ashley Rigazzo, Susan Wiley, Lori Lenart, Nate Giarnese, David Myers, Jon Hebert

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

Public Input

1. David Babson had questions on the HOC Superintendent regarding leave payment and disciplinary action. Also, what the policy is for part-time employees on leave.
2. Commissioner Sorensen: Appropriate disciplinary action has been taken. Have faith in commissioners, we cannot talk about anything else regarding the situation due to Right to Know and Protection of Employee confidentiality.
3. Commissioner Albee: We are satisfying the contract, legislation has tied our hands. No other comment.
4. Henry Spencer: Regarding profit and loss statement availability. May 18th. Is there a mission/vision statement for the nursing home available for viewing? If not, will public have input on creating the statement? For your benefit to have meeting with finance person from profit making nursing home before hiring/staff analysis.
5. Commissioner Sorensen: Kathy will give copy of mission statement. Commissioner Solomon is in charge of nursing home, she would be the one to meet with this person. Will call and set it up.
6. Henry Spencer: Is there a business plan in place for the nursing home? Do they have the ability to pick and choose?
7. Commissioner Sorensen: We take the most ill of the people because private homes will not. If we go toward therapy sector we will need other residents as well. County government is not run as a business, there are things we cannot do. Try as much as possible to keep it running. Decision was made long ago to keep county running in this way.
8. Henry: Originally county nursing homes were established to care for the old and indigent so they would not go hungry and cold.
9. Commissioner Albee: Private homes are not obligated to take them. Privates want residents that need services which provide more revenue to them.

Further discussion on private and county nursing home differences in regard to CON process, daily rates in surrounding areas, etc.

10. Maureen Spencer: Voted in \$2000 last week toward Emergency Command Center?
11. Commissioner Sorensen: The cost of Command Center phones and internet is estimated at \$2500. Mr. Cauble will put \$1000 toward that cost.

Regular Session

*Commissioner Albee made motion to accept public minutes from May 6, 2009 with correction to page 5 “**approve \$2000 for phone system and internet access**”. Motion seconded by Commissioner Sorensen. Both Commissioners Sorensen and Albee in favor. So voted.*

Commissioner Albee made motion to accept minutes from executive session of May 6, 2009 to be sealed pursuant to RSA91A; 3 regarding personnel. Commissioner Sorensen seconded the motion. Commissioners Sorensen and Albee in favor. So voted.

Kathy Garry, Business Office

Donna Lane sent papers that need to be signed in regard to CDBG grant we are administering right now. Would like meeting on May 27th at 10:30am. Documents need signing. She will also be looking for grants for nursing home.

1. Commissioner Albee: We should have her look for grants for the Co-operative extension as well.
2. Kathy Garry: Primex convention, need to know who is going and when.
3. Commissioner Sorensen: We will be going to the part on renewable energy.
4. Kathy Garry: Commissioners Sorensen and Albee will attend meeting only, not dinner. Working with Sandi on CON, working with David Myers on phone lines. Questions on Right to Know email received and what information may be given. Discussion of Emergency preparedness phone-command center.

Rep. Susan Wiley

Information on forming a non-profit 501c w/Rep. Ed Butler which would allow nursing home to have fund raisers and accept donations. Are there any others who do fund raising and ancillary services?

1. Commissioner Albee: Director of Merrimack nursing home can help with information on that. Have found no documents or organizations that have been set up in the county.
2. Rep. Wiley: Who audits? Advisory group- family council – no tax write-off. What would you like to see this organization do?
3. Commissioner Albee: Will hold public meetings in the future, Wakefield, Conway, etc. Need structured format for that fund raising. Buy a brick, buy a room, TV, furniture, etc. and then put it into the 501c.
4. Susan Wiley: Must submit intent to IRS. Less than \$10k is \$300, more than \$10k is \$750.
5. Commissioner Sorensen: Have money earmarked for nursing home, Dube trust for nursing home. Can a 501c3 draw interest?
6. Susan: Do not want any money in account until everything is set up. Name of this 501c will be Friends of Mt. View Nursing Home, use administration building address and tax ID. Set up by-laws, etc. Possible to piggyback w/county for audit services. Do you see this organization accepting real property? Suggestion: wise to go w/same fiscal year as county, calendar year. Yes. Would like piece of website. Who would you like to see as directors of this organization?
 1. Board of commissioners = Dorothy Solomon
 2. Family Council member =
 3. Delegation member =
 4. People from the public, northern and southern. = Kathy Garry, Henry and Maureen Spencer, David Babson, suggested that possibly Ashley Rigazzo and Nate Giarnese from the press would be great assets to organization.

Suggestion to contact Tim Scott and Lisa Dufault.

Discussion of insurance for events

501c3's must now pay tax unless they are connected to an organization (such as the nursing home). May be able to get rider on nursing home. Kathy will check on insurance with Primex.

Donors will want some kind of recognition (plaque, etc.)

David Myer

Update on phone system for Emergency Communication Center.

1. Brooks Communication finished the work on Monday. Five phones are locked up in server room. Phone lines (block of 5 numbers) Hardware is one step, lines are another step. Lines will be reserved for County Emergency. Fairpoint will be called and lines can be activated with a pin number by designated person. All connections are hidden under ceiling panel in delegation room. Numbered plug-ins that drop down. Ryan will have to come back one more time to program phones for each line. Will have to activate phones for one day just to program them. Will talk to Fairpoint about one day free activation to set up hardware. Other than that only cost is when activated for emergency use.

PBX systems – Admin, Deeds, Sheriff. Batteries in PBX system run on UPS box. Batteries went dead late Monday night. Very expensive to have someone come and replace them. Jerry has ordered them wholesale in the past, would like approval for funds to pay for batteries and shipping.

Commissioner Sorensen made motion to approve funds for battery purchase and shipping. Seconded by Commissioner Albee. All in favor. Approval of approximately \$70 X 3 plus shipping approved by commissioners Sorensen and Albee for purchase of batteries for PBX system.

1. Commissioner Sorensen: Rubber gasket on water tank pricing, price needs to be updated. Funds are encumbered and must be used this year.

Ann Aiton, Registrar of Deeds

1. Have formal and verbal request. Need to rent scanner to process documents into system for safety and storage. (security film). Need compatible system scanner. Not cost effective to purchase scanner due to repair costs, etc. \$250 per month covers rental and maintenance. Funds to come out of equipment account. Need approval from commissioners before bringing to delegation on Monday.

Commissioner Albee made motion to approve funds for rental of scanner in Registry of Deeds to come out of equipment account. Seconded by Commissioner Sorensen. All in favor. Commissioners Sorensen and Albee approved. So voted.

Commissioner Albee talked about happenings at building committee meeting on Monday, May 11, 2009. (information contained in building committee meeting minutes)

1. David Babson: Working on getting information together for Advertising. May we use capital reserve to hire project manager?
2. Commissioner Albee: Want to include CDBG grant, Donna Lane to include Co-op on agenda next Wednesday. County must apply for it.
3. Commissioner Sorensen: Talk, try to put co-op with currant architect and project manager to save money. If all 3 commissioners agree then company can be selected. Will put out to bid but currant BPS and EGA will be lower in cost.
4. David Babson: Political Process, savings will be w/companies already on board, out to bid unfair.
5. County and Government Law

Jason Johnson, HOC

1. In house population 56. 1 weekender, 2 electronic monitor, 3 transfers, 19 pre-trial releases. Total 81. 11 admitted, 9 repeaters, 22 released. 1 DWI, 1 Alcohol related offense, 1 simple assault, 1 breach of bail, 2 operating after suspension, 1 disorderly conduct, 1 copious, 1 protective custody. Farm is taking 4 each day, 15 available.
2. Secure Controls came and checked transformer, transformer is bad, ordered new one and will install when it comes in.
3. Meeting with medication vendor, cut his price 10%, looking at increasing return price. Will get back to me w/final price by next Wednesday. Notice was sent advising them that we are looking at another company and do not want to automatically renew contract.
4. Commissioner Albee: Gave contract to Attorney Cargill to look over. Escape this week?
5. Jason: Yes, Escape procedure is being examined. Meet with Sheriff Department today. Classification system going to be put into place. Set up Policy and Procedure for work detail issues.
6. Commissioner Sorensen: New farm supervisor is a corrections person. Should help with work details. Discussion of medication company.
7. Commissioner Albee: Giving them every opportunity to meet new vendor pricing.

Robin Reade, Human Resources

Insurance, scheduled meeting for Friday, May 22 @ 10am. Commissioner Albee, Union Rep, Captain Johnson, Sandi McKenzie, and Primex.

Sheriff department is not under county insurance contract. Teamsters represent sheriff. Supervisor training agenda, will set dates at a later time.

Farm manager starts Monday and will be here for meeting with you and delegation.

1. Susan Wiley: Questions on Godfrey Howard, County treasurer and Marge Webster, Deputy, assistant treasurer. Will be discussed.
2. Nate Giarnese: Any question on stimulus money?
3. Commissioner Albee: Capital reimbursement question. Bridgham working in Concord. Will directly affect Nursing home budget. How much? Math formula is complex in how number is ascertained.
4. Maureen: Any decision on the gardener issue at nursing home?
5. Commissioner Sorensen: Sandi is contacting Co-op about Master Gardner – free- No contract with anyone right now.
6. Nate: Is jail supervisor coming back in less than 90 days? When were you aware?
7. Commissioner Albee: Became aware on March 25th. Would have had meeting on issue as soon as we found out and gone from there.

Commissioner Sorensen made motion to go into non-public session pursuant to RSA91A; 3 for personnel. Motion seconded by Commissioner Albee. Commissioners Sorensen and Albee in favor. So voted.

Into non-public session at 10am

