

**Carroll County Commissioners Meeting  
Minutes**

**August 19, 2009**

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

**Public:** David Babson, Maureen Spencer, Henry Spencer, Daymond Steer, Nate Giarnese, Lori Lenart

**Meeting opened for public input at 8:15am**

1. Henry Spencer: Has an attorney looked over the electric contracts yet? (Had recommended a special attorney for energy contracts).
2. Commissioner Albee: We have not received the contracts yet but when we do there will have to be a policy that protects us if the company folds. Have the attorney call my cell phone to discuss.
3. Henry Spencer: Question about Jason and where he is on the establishing of policies for weekenders.
4. Commissioner Albee: He has come up with policy and now is scheduled for meeting with district courts and Robin.
5. Maureen Spencer: Is one of the wings of the old home going to be used for bus/van storage?
6. Commissioner Sorensen: That is up to architect. Due to fire codes it will most likely not be able to be attached. Probably need to stand alone
7. Maureen: Suggested canopy/tent for bus as a temporary fix.
8. David Babson: Received call from Mr. Olkkola, he would like to know if you intend to go forward with the Bonnette, Page, and Stone contract as independent consultant.
9. Commissioner Sorensen: Yes, Attorney Cargill will look at contract for Phase II.
10. David Babson: Asked last week what is the high/low rate of pay for special duty?
11. Commissioner Sorensen: Will have that for you next week.
12. David Babson: What is the difference between Medicare and Medicaid payments?
13. Commissioner Solomon: Medicare pays more but will only pay for 100 days. Generally used for rehab people. Medicaid pays less but long term.
14. Nate Giarnese: Did blue binder with BPS proposal show up yet?
15. Commissioner Albee: No, will have time to look for it today.
16. Nate: Contract specifics? What do they do?
17. Commissioner Albee: They sat in on meetings w/architects. They look at everything from practical side and architects look at it from technical side. They go to all meetings and give presentations. Attorney Cargill would like to review Phase II contract when it gets to construction phase.
18. Nate: General contractor, are you going to have one or not? Looks like not.
19. Commissioner Albee: When this project is fully planned out some general contractors may say they will do the whole project from A to Z. BPS's job becomes overseer of general contractor.
20. David Babson: Signed contract in June with BPS for \$800k and did not have a lawyer look at it?
21. Commissioner Albee: Of course we had a lawyer look. He just wants to revisit phase II.

We can make changes to the contract depending upon the conditions that are contracted for.

22. Lori Lenart: Collaborative is going to be moving forward with planning forum and hiring a national consultant to help us come and look at county wide issues. Late September. Press release will be in the paper. Goal is county wide but may end up a North/South thing. You are welcome to attend.
23. Henry Spencer: Union Contract – Does county still provide meals to employees? Is there a fee?
24. Commissioner Sorensen: Contract at this time is free meals.
25. Maureen: Do you do negotiations, will this be a part?
26. Commissioner Albee: Yes, as well as other situations will be in negotiations, there are many issues.

*Commissioner Sorensen made motion to end public input and go into general session. Seconded by Commissioner Albee. Commissioner Albee, Sorensen, and Solomon all in favor.*

*Commissioner Albee made motion to accept minutes from August 12, 2009 as submitted. Commissioner Solomon seconded. Commissioner Albee, Sorensen, and Solomon in favor. So voted.*

*Commissioner Solomon made motion to accept minutes from August 12, 2009 executive session and to keep them sealed pursuant to RSA91A; 3. Commissioner Albee seconded motion. Commissioner Solomon, Albee, and Sorensen in favor. So voted.*

1. Commissioner Albee: One session of closed minutes with BPS may be unsealed. Will know next week after review.  
Had County Attorney look at proposed contract with Woodfuels Energy. Had 11 issues w/contract. Should have Drew Drummond come in w/Principal of company. We need to be protected on pricing, etc. Need an arbitration clause – issues, fuel cost, and company liability.
2. Commissioner Sorensen: Regarding building committee meeting on Monday. Voted that roof line will be one level, not two. Windows in bathrooms will be eliminated. Rooms will be left as currently designed.
3. Commissioner Albee: Increase would have been \$2million to make rooms larger and common areas smaller. Talked of laundry facility, having it in old building.
4. Commissioner Solomon: Co-op Extension had a meeting after the building committee on Monday. Tina Savage and Wendy came in to discuss the possible re-use of portions of the old building for use by the co-op. They were concerned with size of rooms and offices. They will be bringing info back to their group which met yesterday. They want input in how project will go forward. Safety was a concern for them. Need separation from public areas and inmate work areas. They voted and want commissioners to go ahead w/specs for renovation but co-op will need to give their input and be advised at every step. Another concern was wiring for video conferencing and long distance learning. It is reasonable to try to do this. Want to keep this open for future.
5. Commissioner Albee: Cost differential and what is driving it. Approx \$300k for co-op section. Laundry, kitchen, and meeting room - \$1.5 million total.
6. Commissioner Solomon: Commercial kitchen is too large for general use.
7. Babson: Want to make sure they can secure their area when they leave.

8. Commissioner Albee: Starting to cost to get to this point. Possible funding through capital reserve. Have until 2012 when contract in Conway expires. Cannot do anything with renovation until new home is done and everyone is out of building.
9. Commissioner Solomon: New roof is first, pitched roof is essential. New home will be complete in 2011, then time to get co-op portion ready by 2012.
10. Commissioner Albee: Need BPS. Architects do not have ability to price out/cost projects. BPS does that.
11. Commissioner Solomon: Member concerned w/budget of design. Just an idea at this point. Not a design.
12. Babson: Time is now to tell landlords we may need to extend lease.
13. Commissioner Albee: If delegation commits to project then we can look at lease.
14. Commissioner Solomon: Look at time schedule when building new home.
15. Babson: Old home renovation – lots of things could hold it up.
16. Commissioner Sorensen: Building committee for co-op, look at designs ASAP and give input. They can go and measure and plan if they would like to.
17. Commissioner Albee: Front, Storage, and meeting room only. Commissioner Solomon: they had concern about if they could have a small kitchen.
18. Commissioner Albee: 501C3 drafted mission statement. Committee to establish 501C3. Next meeting not established yet.

**Jason Johnson, Director, HOC**

1. Current population is 58 in-house. 1 weekender, 6 transfers, 2 electronic monitor and 28 on pre-trial release. Total population of 95. Total admitted for week was 41 (11 repeaters) Total released was 38. Repeater charges: 3 for warrants, 1 control drug act, 1 violation of protective order, 1 simple assault, 1 unlawful possession of alcohol, 1 DWI, unlawful possession of alcohol, criminal threatening x2, witness tampering, 1 receiving stolen property, 1 EBW and hindering apprehension, 1 OAS. Farm has been using 6 inmates, 11 eligible.
2. Was contacted by Susan Levesque who wanted to volunteer her time to provide inmates some education on creative writing, journaling, sketching, etc. She would like to pose a questionnaire to the inmates to see if there is interest.
3. Was contacted by Tom Lagana who is going to be doing a presentation to the inmates about his book Chicken Soup for the Inmate Soul. This seminar is scheduled for Sept. 16<sup>th</sup>. A signup sheet has been posted in the dayroom for inmates.
4. Commissioner Albee: Check with the other facilities he has given presentations to. Is presentation appropriate?
5. Jason: At one time last week population was over 100. One new full time officer will start on August 22, and another will start on August 31. This will bring us to full staff.
6. Status on computer lease
7. Commissioner Sorensen: What is the hold up on this?
8. Jason: Bank West needs you to approve it.
9. Status of Uni-care contract- signed and sent back
10. Jason: Have you had a chance to review the proposed week-end policy?  
It is still a work in progress. Weekenders may be kept separate from general population. Meeting with judges in the next few weeks.

11. Commissioner Albee: Commercial Laundry has come up. Need to have discussion on how we could use inmate labor. How many would generally be available to work in laundry. Also use of old kitchen in nursing home. Use of space for training, food processing, etc. Would give financial relief from contracted linen if commercial laundry is setup.

### **Will Dewitte, Farm**

1. Haying: 2800 bales in 3 days. Big tractor is down (fuel injector needs to be rebuilt). Finally have hay accumulating in barn. Garden is doing well with produce. Fire hydrant will be fixed today. Wood lot at academy – laws on cutting by road. Wendy and Wayne marked out 150' boundary from road.  
Called on metal and left message.  
Quotes back from truck (gave list of quotes to commissioners) Leases.
2. Commissioner Albee: Get more detail on leases from dealers. Life expectancy, gas mileage, resale value, is higher on diesel.
3. Will: Should go with gas. If we are going to buy out the contract diesel will be good idea. If we trade back every 3 years, gas would be a good idea.
4. Commissioner Albee: Give McDonald's a call as well as Deprezio, Crest, and Irwin. Get list of equipment and options.
5. Green wood prices – Market prices (gave list to commissioners)  
Profit – make more w/seasoned. Should stockpile for next year.
6. Commissioner Sorensen: When log property on 28, get ahead and have it as seasoned next year.
7. Commissioner Albee: See how much we can process. If production capacity is maxed we need to season it.
8. Commissioner Sorensen: Farm processes 100 – 150 cord per year.
9. Commissioner Albee: If we are buying in truck loads can we look at 200-250?
10. Will: will see how much we can do.
11. Commissioner Sorensen: Should we advertise hay on web page?
12. Will: Yes, I think we could do that at this point. Will work with Lory.
13. Commissioner Solomon: Spoke to Wendy about new property and cuts for driveway.
14. Commissioner Sorensen: Contract with school says curb cut is approved. Talk to school to find out where it is.
15. Will: Contracts for generators for nursing home and administration, Caterpillar (Jordan-Milton)?
16. Commissioner Sorensen: just renew after reviewing budget. Comes out of each building budget. Talk to Kathy Garry for past details.

### **Sandi McKenzie, MVNH**

98 Residents, 1 pending, private 24, Medicare 7, Medicaid 67.

Resident Council: volunteer ombudsman program – advocate working with residents/ actively participating resident council. Speaking for all residents. Concern that it is one voice for all. Some cannot advocate for themselves.

Sunday fire alarm at 3:30pm. Air handlers go down when alarm goes off. Moved residents w/o air into cafeteria and served them cold beverages. Looking at system zones and panel. Fire dept. and ambulance responded but everything was fine.

1. Commissioner Albee: Do you go over with staff what you want to happen/changes that need to be made?
2. Sandi: Yes, report is written. Always an educational experience.

CON – Susan Palmer Terry had conversation with the board. They said they have all the financials. 3<sup>rd</sup> set of questions received. That should be it for now. Wait and see.

3. Sandi: Back in May discussed air-handler/heat exchange on roof of kitchen. It is an old system.
4. Steve Eldridge: Have had several companies come to look at it. If we are keeping it as a kitchen in any capacity we need to replace it. Have estimates from different companies. (all use Trane units).  
American Air, Trane, GTS... estimates range from \$12,500 to \$17,000.
5. Sandi: Still have \$25k in budget for repairs.  
Discussion of heating/cooling unit, location, etc. Location of companies. Cost, time frame. Need recommendation once we get more detail we will vote on it.  
Further discussion of kitchen design for new facility, program and process meeting, H1N1 preparedness, emergency preparedness. Believe we are third tier. Need to get more definition.  
Who should be recognized for Association of Counties?

### **Jerry Gagne, Admin. Maintenance**

1. All deficiencies on life safety inspection are in the process of being corrected. Soda machine will be moved into attorney waiting area. 3 Exit signs need to be ordered, Tri-State fire will install. Everything else is done except storage in stairway. That will be going in to the vault. Everyone is cooperating. Contact Adam in a few weeks for re-inspection.
2. Sprinklers – sending person in to do estimate. Safety device needs to be put on one sprinkler head. Problem in dispatch, and in hallway. Deputy's room does not have adequate coverage. Sprinkler Systems Inspection Corporation out of Maine will be doing the work. They have done work here before.  
Vault is coming along nicely. Talked to will about taking all the scrap. Sheriff is coordinated to clean house. Deeds is already squared away. Commissioners will be put in order next. Get rid of all old scrap.
3. Commissioner Albee: Dave Meyers will look at electronics and decide what to keep.
4. Commissioner Sorensen: Talked to you before about helping out on farm if necessary?
5. Jerry: Not a problem. They are doing lawns; I do generator checks, check oil once a week.

### **Robin Reade, HR**

1. Union meetings – Sept 14<sup>th</sup>, 10am and 2pm, Sept. 28<sup>th</sup>, 10am and 2pm.  
I will meet with jail and Sandi to work on issues then work on details and bring it to you.  
Interviewing for PT Dispatch position. Also 3-11 RN's PT and FT. Need more per-diem RN's as well.  
Have policies for review and then need non-public.  
1 Personnel File policy – run by Primex legal department  
1 Cell phone policy  
*Commissioner Albee made motion to accept Personnel Record Access policy as written. Commissioner Sorensen seconded. Commissioners Sorensen, Albee, and Solomon in favor. So voted.*

*Commissioner Albee made motion to accept cell phone policy for nursing home. Commissioner Solomon seconded motion. Commissioners Sorensen, Albee, and Solomon in favor. So voted.*

**Public Comment:**

1. Maureen: Building committee meeting; did we choose design w/no bathroom windows? Voted on it?
2. Commissioner Sorensen: Building committee makes “recommendations” to commissioners.
3. Maureen: Hay for sale. Must put hay and wood on web site. Look to the future.
4. Commissioner Solomon: Will be posted on web site, that was established today.
5. Maureen: Life safety issues in building. Did this come about due to meeting issues/ inspection?
6. Commissioner Albee: Do not believe it is connected. Any number of things could have triggered it.
7. Commissioner Sorensen: Could have been triggered by meeting/inspection by fire dept  
(Room capacity is now posted on delegation room door).
8. Babson: Contract for generators. Diesel works, Jimmy Blackwood – in town, may be interested in quoting. What vendors are taking squash?
9. Commissioner Sorensen: They are buying it not taking it. We cannot sell to Hannaford any longer as produce has to be “certified”. Windy Hill buys produce and Bly farm buys produce.
10. Nate: Was cell phone issue big?
11. Robin: No, just needed to be addressed. Use during break time and lunch time only.
12. Nate: How many treasurer candidates are there?
13. Commissioner Sorensen: three
14. Henry: Big aspect of building committee – delegation needs to understand if you want to cook you need to be certified. Business generator, value add on.

*Commissioner Solomon made motion to adjourn public meeting. Commissioner Albee seconded the motion. Commissioners Solomon, Albee, and Sorensen in favor. So voted.*

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

*Into non-public at 10:10am*