

## Carroll County Commissioners Meeting

### Minutes

January 27, 2010

**Commissioners:** David Sorensen, Dorothy Solomon, Chip Albee

**Public:** David Babson, Kathleen Maloney, Daymond Steer, Kevin Houle

**Meeting called to order at 8:15am**

#### **Public Input:**

Mr. Babson had information regarding a report of people on dialysis in Carroll County who use the services of a hospital for their treatments. He will have this in 3 or 4 weeks from a Doctor of the statistics division of HHS. The number going to dialysis centers and outpatient is not available. Only the government keeps those records. One person by government statistics, who goes three times per week, is most likely counted more than once.

Mr. Babson asked 12 questions at the last meeting. Wanted to know why figure for the nursing home has changed and what portion is actually the home cost. What happened in four weeks that raised the price over \$1.4 million? Can't keep escalating price and expect to get quality that was first expected.

Commissioner Albee advised Mr. Babson to come to the building committee meeting and talk to the architects. \$23.5 includes all soft costs and contingency that is not considered part of the building. Changes are driven by sub-committees, building committee, director, staff. (fixtures, doors, lighting, flooring, wall coverings, wireless systems, etc.) pushing price. Not BPS or EGA...options are chosen. BPS has already said that certain things cannot be done. Will have GMP on Feb 3<sup>rd</sup>. When project goes out for bid will have alternate on it.

Discussion of cost and going out for bid.

Mr. Houle had a question about the wetlands mitigation. Commissioner Sorensen explained that the Commissioners had voted last week to pay the \$48k instead of the land plus \$5k due to the hold up of the project and photographic inventory needed of clear ground.

#### **Regular Session**

*Commissioner Solomon made motion to approve public minutes of January 20, 2010. Motion seconded by Commissioner Albee. Commissioner Albee, Solomon, and Sorensen in favor. So voted.*

*Commissioner Solomon made motion to approve closed session minutes of January 20, 2010. Motion was seconded by Commissioner Sorensen. Commissioners Solomon, Albee, and Sorensen in favor. So voted.*

1. Commissioner Solomon: 501C3 had 2 meetings this week. North Conway and Wolfeboro; only two non-members were there at the Conway meeting. Rep. Susan Wiley attended. Had a list of types of fundraising that we can do, people that we

would ask to become involved. Paperwork is being worked on by Attorney Martin, needs to be in next month.

2. Commissioner Albee: At the Wolfeboro meeting there were 6 or 7 non-members. 2 Representatives (Knox and Bridgham) were present. Had extensive conversation about the July amendment requiring \$2 million to be paid towards bond. At end of evening they were convinced that we need to go forward, Commissioners and Delegation will figure out how to nullify Rep. Ahlgren's amendment. They cannot see how the delegation can do anything to modify that before March. We need to get on the stick to get our organization going to raise money. Clear that this foundation is going to be a separate corporation, they are not obligated by any amendment or vote of the delegation what so ever. Trying to make it more politically palatable to delegates. Other question: Is it appropriate for Commissioner to be on the board. We will be spending the money and taking the property into the county. Questionable. If Delegation prevails and the first \$2 million has to go toward the bond that complicates having a commissioner on the board even further. Our intentions are honorable but 15 years from now the board may be trying to balance their budget with the foundation having a half million dollars in the bank and take that money to balance the budget.

Attorney Cargill would like to be at the next meeting with the architects and BPS. Looked over Mr. Bergeron's proposal. Looks to be over \$100k – may be duplication of effort.

Discussion of job description, bonusing BPS, quality.

3. Commissioner Sorensen: Have conference call with Rural Development at 1pm regarding a loan for the nursing home.

4. Commissioner Albee: Department of Energy is asking for our checking account number, good sign that the grant is coming.

5. Commissioner Solomon: Following up with DaVita on dialysis/what criteria is to open a dialysis center here in the county.

6. Commissioner Sorensen: Could we get Rochester to come up here for a meeting, listen to what we propose?

7. Commissioner Solomon: Could ask, Rochester and Laconia – closest units around. Will call and see what they say. Don't know if they would be willing to share anything.

8. Commissioner Sorensen: Society for Protection of NH Forests regarding taking over care in lieu of wetlands. They are not interested.

9. Babson: Delegation's amendment says that the first \$2 million must go toward bond. Was this done originally? Concerned that you said Delegation should not be involved. Politically you are not doing yourselves any favors by saying that.

10. Commissioner Albee: Need to have discussion. 501C3 is separate organization. Not going to get money if it is going to reduce County debt. Waiting on ruling from IRS saying they will not grant 501C3 if it is used to reduce debt.

### **Jason Johnson, HOC**

1. Current population is 66 in house, 1 weekender, 7 transfers, 4 elec. monitor, 18 on pre-trial release. Total 96. Admitted 24 (11 repeaters). Total released was 18. Repeater charges: 1 violation of probation – felon in possession of weapon, 1 breach of bail, criminal threatening, control drug act, disorderly conduct. 1 unlawful

possession of alcohol, 1 burglary, 2 protective custody, 1 simple assault and resisting arrest, 1 control drug act, receiving stolen property, violation of probation, 1 criminal trespass, 1 warrant.

Farm has been taking out 3 inmates, 17 available.

Spoke at Rotary meeting on Thursday in Conway. Well received meeting, look forward to getting out into the community.

Fire alarm was a short – rebooted system. Extinguisher over stove in kitchen is not in compliance. It will cost \$903.70 to bring it up to compliance. We do not use stove but Fire Chief recommends doing it anyway.

Had homeless individual released from the courts. No ID, no money. Found spot/housing for him in Manchester. Took 3 ½ to 4 hours work to find him a spot. He did not want to go to the facility. Asked him to leave this facility. He refused all services and left. I reported it to local authorities and they found him 2 hours later and were able to find him shelter in Laconia and transported him.

2. Commissioner Solomon: Lacking in homeless shelters.

3. Commissioner Albee: He was bailed in Conway, how did he come back to our facility? Should bring this up at next chief's meeting.

4. Jason: He was not accepted back, was sitting in lobby.

5. Commissioner Sorensen: No agencies in the county that will house for one night?

6. Commissioner Solomon: He was in Conway, why didn't he go to someone in Conway?

7. Jason: Do not know why he got back to facility.

8. Commissioner Albee: Bill pending to eliminate pre-trial release. Impinging on bail bondsmen. Will cost county and taxpayers more money.

9. Commissioner Sorensen: Jason should get copy of the bill – would be good PR with delegation.

10. Commissioner Albee: Courts are all going to be closed for 9 days this year – legal ramifications. Bring it up with chiefs.

11. Commissioner Sorensen: Keep track of cost to county

12. Jason: RSA's → Fresh arrest must be done, have 24 hours for arraignment/bail.

13. Commissioner Sorensen: Can you ever refuse to take an inmate?

14. Jason: Medical reason only.

### **Sandi McKenzie, MVNH**

1. Nurse call system is down; they are coming from Greenland to fix it. We have put out bells and are making constant rounds.

2. Census is 99 residents: 3 Medicare, 25 Private, and 71 Medicaid. Potential admission on Thursday bringing census to 100. Three potential residents in the "wings" Getting tight for storage of wheelchairs and equipment. Need to evaluate what census should be, or where we can put wheelchairs, lifts, etc.

3. Year End Report: Resident days increased 811 over 2008. Skilled Resident days increase of 1197 billed days. Monthly average of rehab minutes – Skilled Residents,

doubled. Monthly average of rehab minutes – LTC Residents – tripled. Revenue increase at 11%. Do not have cost at this time.

4. Budgetary Items/expenses: Staffing Payroll/OT/Per Diems – high usage over the holidays. Phone service: Cell phone usage by people increases our costs due to long distance calls. Need plan where long distance and to cell phone does not cost extra. We have three landlines that incur costs. Use of medication formulary would be helpful. Standardize drug of choice, Savings (updated on yearly basis)

5. Holding tank ordered, will take 4 – 6 weeks. Preparation for liquid oxygen. Education and switch over on Monday. All staff will be educated on liquid oxygen.

6. New Building: Trial flooring placement in one resident room on D wing next Tuesday. Interior design staff – Audit Thursday and Friday – furniture inventory going in to new facility. Schematics/Drawings to BPS early next week. Out to bid. Bid process ends Feb. 24<sup>th</sup>.

7. Auditors coming 1<sup>st</sup> 2 weeks in March. Low voltage systems for new home – Dave Wells has made recommendations. Server room location – duplex outlets. Info to Maria with report for drawings. Equipment review ongoing. Emergency response system – looking at it. Tubs – looking at tubs, going to Merrimack next week. Brought one yesterday, some residents and staff looked at it (was in a van).

8. Commissioner Sorensen: Present tubs are not going to be moved?

9. Sandi: Older, were not going to move them. Presently have 4 tubs, one on each wing.

10. Commissioner Albee: Same type of tub in each location at new home. Give copy of wireless plans to Kathy.

11. Commissioner Solomon: Do all residents take baths or do some shower?

12. Sandi: A lot of residents shower instead of bathe. At present some select to use shower, others use tubs. We have weight capacity on tubs so some cannot use them. Looking at bariatric residents and accommodating in tubs.

13. Commissioner Sorensen: Was lighting decided yesterday at meeting?

14. Sandi: Yes, they are “non-descript”. Going out to bid. Standard lights for hallways. Some sconces. Maximum amount of lighting in facility.

15. Commissioner Solomon: Chandeliers in multi-purpose room.

16. Sandi: Lights going out to bid – need story board with whole concept – choices put together. Fine tuning has not been done yet. Commissioners need to decide on savings or future.]

Discussion of storage – box trailers. Evaluating the issue/efficient use of space. Looking at things we don't use. Wheelchairs/hoyers, etc. Will look and explore all areas. Look at Maintenance areas.

Discussion on lighting – Resident rooms.

17. Commissioner Sorensen: Any groups that have not had input?

18. Sandi: Everyone has had input – will regroup on that. Will check on heat lamps for tub/shower rooms. Discussion of locking doors. All doors will lock for safety except resident rooms and bathrooms. Are looking at locations for time-clocks.

19. Commissioner Sorensen: Are Supervisors responsible for keeping people on the correct wing? Does staff go from different wings?

20. Sandi: Some staff does go to different wings, always transporting to activities, etc. Moved ice machine to staff lounge. Looking at efficiencies.

21. Commissioner Sorensen: Can't our maintenance staff replace tile?

22. Sandi: Was less expensive to have a company do it.

23. Commissioner Solomon: Three potential residents? Do we have the room?

24. Sandi: Equipment is a concern more than availability. Room rate is \$154 per day.

25. Commissioner Albee: Significant revenue increase. Need to examine storage trailers. We will look in the existing trailers to see what is there.

26. Sandi: 100 is pivotal point/equipment storage. 3 residents will not tax the staff. Sub-committee → need to pare down to goals.

### **Linda Fox-Phillips, Grant writer**

1. Brief summary of grants available. Stimulus monies – wood pellet system. Talking to Maria, having engineers track down info. “Buy American” clause. System requirements. Every aspect of project that conforms to grants will make it more appealing to them. Categorized within (strengthen appeal). Energy – Contrast old with new, BTU usage. Maria can get me information. All will be used in narrative; any additions of energy efficiency would strengthen our grant possibilities.

2. Commissioner Sorensen and Linda discussion on regional money. Region 1 has \$946k available. \$200k for County, but municipalities have some also. “Common funding pot”. Grafton has used \$338k.

Discussion of Jackson library/what grants they are going for. (different category).

Decision by March 10<sup>th</sup> and then you have 2 years to use it. Description of how money is distributed. Buy America clause → assembled in US. Ceiling on number of BTU's used. System needs to conform to regulations.

3. Commissioner Albee: Get heat load from Maria.

4. Commissioner Sorensen: Worthwhile auditing old home – core and 2 wings?

5. Linda: Will ask if they need formal audit. May be that just a description of system and lack of efficiency will do. Anticipating having grant finished next week. Will need signatures. I will email copy of narrative for approval.

6. Commissioner Albee: Will only partially pay for cost of boiler. Need to be non-specific.

7. Linda: Specifically for pipes and installation.

8. Commissioner Albee: Avoid plugging it in to boiler purchase. Word as “portion” of system.

9. Linda: Will not specify “boiler”/  
CDFA – creating 4 new jobs. CDBG eligible for \$80k that can go into project.  
Economic council has tax grants. CON states 4 new positions at new nursing home.
10. Commissioner Solomon: I have 2 new positions listed.
11. Commissioner Sorensen: CDBG, block grant writer for Carroll County. Info is available at the office. We are responsible for dispersing CDBG monies.
12. Linda: Once you are awarded tax credits then the “friends” need to sell them.  
Possibly get help from Delegation to sell them.  
New CDFA grants. Some grants may be available to retro-fit the old home. Must be related to public facilities, low income. (Co-op would possibly qualify).  
Have not talked to private yet. EMR grants – nursing homes not on list.
13. Commissioner Albee: Need to broad brush list of private foundations that have given money in the past.
14. Linda: Cannot do that yet. Have asked Sandi to research Residents from Ossipee→North. Need to use EMR system compatible with hospitals and care centers.
15. Commissioner Albee: Need to illustrate to Delegation that 501C3 must be separate organization.
16. Linda: RSA – regulation will not grant funds to public entity. Must be separate. Wisdom in quality of care, not quantity.
17. Commissioner Albee: Actively seek private foundation funding.
18. Linda: No foundation will put money into reducing taxes.  
Discussion of EMR systems – Caretracker
19. Commissioner Albee: County Technical meeting on February 9<sup>th</sup> at 9am. Talk to Robin, Call David Wells.  
Talk of EMR’s compatibility, access, veterans records. NH Charitable foundations – too small.  
Need job description that is more simplified (from Linda, she will email it) Signature on narrative will need to be notarized.  
Linda will come in as needed to meet with Commissioners

### **Michael Mascola, Energy project/Propel Energy**

1. Pellet systems – N.E. Wood Pellet out of Jaffrey, NH. Division is Propel.  
Commercial boilers.  
Discussion of pellet ash – NHDES rules of solid waste – landfill – air permitting  
May have option to pull out ash on delivery. DES says you must dispose of ash as landfill but they “cannot enforce” rules.  
Volatile fuel costs – yours doubled in last few months.  
Takes fuel to make pellets, price will increase. Emissions- pellets are lowest.  
ASMA certified boilers.  
Buy America clause – waiver  
Meet Buy America clause  
Fully Automated, Modulated. Will produce just what you need.
2. Commissioner Albee: Back-up system needed. Run propane in summer?
3. Michael: Boiler will go down to 1.5%. Large boiler/may want to get 2 smaller boilers for higher and lower modulation. Other than the fuels – boilers are the same.  
Pellet systems are reliable.

Discussion of appearance/schematic

Delivery is automated, filling the silo by auger (reused agricultural) Burner is unique.  
Left estimate info on cost over 2 years/comparison.

Michael has successfully written grants for customers (RGGI grants).

Discussion on 2/300k BTU burners at \$300k each (\$600k)

4. Commissioner Albee: Are you guaranteeing made in America grant?

5. Michael: No, cannot guarantee.

Discussion of the process.

6. Commissioner Albee: Try to bring together a proposal of what it will cost us to go with your company. Decision ASAP within 30 days. Send proposal to Commissioners. McGill needs copy as well.

Discussion of location and size. Energy credits, grants, pricing, testing of pellets 2 x per week.

### **Sheriff Chris Conley and Dave Myers**

1. Chris: How are we going to replace the communications infrastructure – there is no way to do it. Other counties have capital investment/reserve fund. Can I get a late request for Capital reserve?

2. Dave: State recognized need for interoperability and paid for original system, it is 9 years or older now.

3. Chris: 5 year plan out. Within that time may get grants. We are ok right now.

Tied into state system, that is a problem \$100k to add 4<sup>th</sup> work station (expansion).

Replacement cost→\$150k for 3 terminals, base equipment. Lines, networking need to be upgraded within the next 5 years at a cost of \$80 – 100K. Total capital reserve of \$250k over 5 years. (\$50k per year).

4. Commissioner Albee: List of inventory. Go through it, band saw? Drill? Need mission statement, what is this equipment used for?

5. Chris: Concur – do not need those tools, don't know why they are there.

6. Commissioner Sorensen: Duplication of equipment at farm, maintenance, etc. Need to centralize. Status of red truck – strictly for law enforcement.

7. Chris: Yes, strictly for law enforcement.

8. Dave: Will look into statute on that vehicle.

9. Commissioner Albee: Utilization of shooting range – agreement with other agencies not to pay for usage?

10. Chris: Put out \$500 per year. Did not ask state agencies as they have no mechanism to pay.

11. Commissioner Sorensen: Cost us nothing to have them use it? Liability coverage – towns.

12. Commissioner Albee: Towns can put it in their budgets.

13. Chris: State police will use it. SGT Thompson keeps track of who uses it and when.

14. Commissioner Albee: Plowing must be done by the county. We made the investment, let's use the tools.

15. Commissioner Sorensen: Need to charge Sheriff's department for plowing (must show in budget where money is being spent).

16. Commissioner Albee: Not sure on IT yet (when Myers works on Admin. servers) 9 furlough court days – budget/transport.

Explanation of impound yard funds/expired from budget.

17. Chris: Will get back to you on that topic with laid out plan and where it will be located.

18. Commissioner Sorensen: We can ask the Delegation to approve setting up a line item for Capital reserves.

*Commissioner Albee made motion to adjourn public session, motion seconded by Commissioner Sorensen. Commissioners Sorensen, Albee, and Solomon in favor. So voted. Out of public session at 11:35am*

*Commissioner Albee made motion to go into non-public session pursuant to RSA91A; 3 for personnel. Commissioner Sorensen seconded the motion. Commissioners Sorensen, Albee, and Solomon in favor. So voted. Into non-public at 11:36am*