

**Carroll County Commissioners Meeting Minutes**  
**April 21, 2010**

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

**Public:** David Babson, Maureen Spencer, Henry Spencer, Nate Giarnese, Joe Koalsky.

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

**Public Input**

1. Babson: Congratulations are given to the Commissioners and the Committee for an outstanding job on the groundbreaking ceremony on April 19<sup>th</sup>. Brings up concerns about the speed patrolling and how it's going to be kept track of.

2. Com. Albee: It needs to be kept track of. We need to look at that budget and that department.

3. Henry: It's a state road and state police should monitor the speed there.

4. Com. Sorensen: The grants should be offered to state police or local police.

5. Discussion ensued regarding the two grants for the piping and the boiler. Pellet boiler will be the primary source of heat. The grant for the piping is subject to a wood fired furnace.

6. Timber cut bids will be opened today.

**Minutes from April 14, 2010**

1. Corrections: Page 1, #8 - delete the word of. Page 4, #6 - Change RP to RFP.

MOTION: Commissioner Solomon moves to approve the minutes of April 14, 2010 with the exception of corrections noted above. Commissioner Sorensen seconds this motion. So voted.

MOTION: Commissioner Solomon moves to approve the non-public session minutes of March 31, 2010. Commissioner Albee seconds this motion. So voted.

2. Com. Albee: We need to come up with a process of saving the recorded minutes.

**Regular Session**

**Will DeWitte - Farm**

1. Will: Two more wood bins have been built, two more to go. The blueberries are out and are read to be relocated. We have 30 cord of wood right now, cut, split and stacked. Mr. Blackwood came out and feels that a field is doable. He will give us a quote. The loam

we get from the building site could be used for the field, suggest stockpiling down by the site for the field. He will give us two quotes - One quote with him seeding it and another for him just doing the stump work and then we can fertilize and seed it ourselves. The field is too wet right now for his equipment. He should have the numbers to be by next Wednesday.

### **Sandi McKenzie - MVNH**

1. Census: 98 residents, 8 Medicare, 25 Private, 65 Medicaid, 1 admission today, 1 tour yesterday, working on several pending admissions.

2. We re attempting to sell the bus. Ads have been placed in Conway Sun, Independent Granite State News and Craig's List.

3. Equipment/Product Decisions Pending - Nurse call system; waiting for a return call and we are going to look at the system and how effective it is. Flooring; installer is waiting for the adhesive. We are ready to prepare the flooring for C Wing.

4. Items on Radar - Begin planning for moving into new facility, plans for staff orientation, writing policies and procedures, staff education, renaming the facility (need some guidance, 4-6 month process), Mission statement, vision, values, Code of Ethics.

5. Resident Meals - For those that are on dietary restrictions, there will be some changes on request of our Medical Director, Dr. Lewis, looking at low sodium diets and concentrated sweets. There will be some changes and residents may note the changes. More healthy options are to be offered. We will educate the residents.

6. Com. Albee: Regarding the moving procedure, we need to think about the time its going to take to acclimate the staff before we move the residents in. Suggest forming some committees for this. Opportunity to change some policies. Renaming the facility is up for discussion.

7. Com. Solomon: Congratulations to Sandi and the whole team for working on the groundbreaking ceremony.

### **Reports**

1. Com. Solomon: There was a UNH Extension meeting and I reported to them that we haven't done anything yet with regard to the building and I reported that we will as soon as we get some time to put our minds to that. I did thank Wendy for the work that she did on the wood lot project. Anne Hamilton reported that the work that she is doing at the jail is going very well. She is getting a lot of positive feedback from people who are taking her course.

2. Com. Albee: I met with Sandi to get the CON done. We have a gas-tanker that's going to be parked out here. I talked to BPS and everything seems to be going well. They have found some rock, but no ledge so far. Regarding the bus, I think we need to purchase it now. Any money that we collect after the purchase of the bus, will go to refund the trusts.

MOTION: Commissioner Sorensen moves to buy the new bus now with the funds that we have and the balance come out of the trust fund that is set up in the nursing home to benefit all residents. Commissioner Albee seconds that motion. So voted.

### **Kyle Fritz, CMC Technologies**

1. Kyle: Telecommunications for the County have been discussed. Have looked at the current situations, what it would conceptually take to integrate a new system county-wide and have also taken a look at a competitive price to replace exactly what you have right now. Handouts for proposed scope handed to Commissioners, prices and savings discussed. Conduit between buildings discussed- recommend 4 inch.

2. Com. Albee: The internal network cabling is already in the budget. The data network infrastructure is already in place in the design. We are also going to be putting in a wireless system in the nursing home. Is having a wireless hub going to change any of the phone charges or toll charges?

3. Kyle: A wireless infrastructure used between buildings would have to be discussed. I am not sure if it will be set up for phone services, and I don't know right now if there is a wireless network to be implemented in the new facility. When I hear a statement like that, I think of WIFI so that you can use internet and get onto a network. This is distinctly different from using it for voice override PE application. There could be a wireless Point-to-Point system which is a dedicated - it's not the typical internet access type of wireless application, there is a transmitter and a receiver to buildings. That technology is used very widely and is something that could be put in place between the two buildings if that is something you want to look into. Ideally, a physical connection is always the best.

4. Com. Albee: We are looking into having one major access point to the outside world.

5. Kyle: We would have one access point for general use and then in each location, we would put in back-up copper lines.

6. Com. Albee: We need to look at what we have going into the new facility and how it plays into this scenario, and then pare down these numbers a bit and figure out what the rest of the campus would cost.

### **Chris Conley - Sheriff's Department**

1. Com. Sorensen: Concerns for reports in the newspaper that there are going to be 3 promotions in the dispatch center and with those promotions, salaries are going to go up and the people that have talked with me about it say that this shouldn't happen, that it's not right. Have any of those people been promoted yet?

2. Conley: No promotions have been made yet. I have spoken to each of the Commissioners regarding the challenges we face in the communications center. It's fine that people criticize, but they don't know what I know and they don't know what I have been dealing with for the past 15 months. It's a very fragile situation and the bottom line is that

there has been a breakdown in leadership in communications center. They set up a system that required one person to supervise 15 people on 3 different shifts and it does not work. We have had a couple of serious emergency dispatch situations that weren't handled in an optimum manner. To address that situation, I have established shift leads. They are promotions because people are taking on a leadership position. We have up to 3 people and sometimes 4 working independently in the communications center - it had every ingredient for failure and it has to be changed. I am asking people to take on these leadership roles and I don't know how I can do that without giving them a nominal increase in pay that I am going to have to take out of some other area of my salary budget. This started in the fall after the budget situation started. It would have been untimely for me to submit it during the budget process. I instituted the shift lead program without an adjustment to any pay beginning on March 1<sup>st</sup> and we have instituted some training for the people that are going to be in the leadership positions. I didn't put this out to public because I had options. My initial inclination was to assign uniformed deputies in there and have them act as the supervisor. The problem with that is, I take away much needed services.

3. Com. Albee: It might be helpful for us if you could diagrammatically present that to us, how it was structured with the shifts, and then this new structure that you want to develop. I hope that any changes or promotions would come before us so we could discuss it. We are very cognizant of the fact that we have no control over your deputies and their functions, but when it comes to dispatch, those are employees.

4. Com. Sorensen: Are you going to eliminate the supervisory positions and replace them with these three others?

5. Conley: No. That's an oversight training paperwork position that has worked well in many aspects. There is an urgent need for somebody to be in charge and I could describe many instances where we didn't have someone in charge that problems developed and decisions weren't made which is more likely the problem. My assessment of the whole communications thing isn't new. This started on day one. My first official action as sheriff was to address some pretty serious breaches of any type of communications discipline with the state police and in the meantime, we had that resolved, but this has been continuing.

6. Com. Albee: I know you didn't have a lot of help from the Delegation when it came to your budget, but it sounds as though things had to change.

7. Conley: I was going to try to make a difficult situation work, even if I had to take it out of the uniform side. That was my initial assessment. But after speaking with other departments and seeing how they operate and organizations similarly situated, I had to retract from that and take some more definitive action in the communications center.

8. Com. Solomon: I can understand the need for a leadership role, but I guess the problem is, what you are saying, is that person needs to get an addition in pay. That's not always necessary. In education, if a person gets a leadership position, instead of giving more money, they would get a little bit less responsibility, such as taking away a class that they have to teach. Is that a possibility in this situation?

9. Conley: That's accurate, but there is really no upward mobility. People do not have the opportunity to advance; that's the way it is. The second thing is that when this was

initially approached, I didn't have anybody that was interested in doing it and then it went from zero interest to an interest of 3 and these people were good candidates.

10. Com. Albee: It would be helpful if you flush it out in a policy. I am confused about what the role of these 3 people is. We need to know what the original supervisors are going to be, what the 3 new people are going to be. If it's just making a critical decision, I can justify compensation for that unless there is some other supervisory component or time that is involved. We need to know what these people will be doing differently. We need to be more informed about the value of that.

11. Conley: We have been part of the County initiative in the job descriptions program. We haven't done it for these positions yet, but have talked about it. The other thing that I wanted to mention is that there was no veil over this initiative. I didn't come to you and talk to about it at length. The fact is, the information was out there. I didn't do a press release about it because I didn't know what I was going to do.

12. Com. Albee: We are less concerned with the press releases than we are about being involved in the dialogue. So, when you have your positions created or theorized, that's when we need to talk about it. You are talking about changing salary levels and we need to be involved in that discussion and we will be. If you are going to change job descriptions to satisfy something, we should also be involved in that discussion so we are comfortable with where you are headed with that particular portion, over which we have direct oversight.

13. Conley: I think when it's all done with, you will be pleased and impressed. The thing about some of these situations is that it's not just an internal thing. We touch every emergency service operation in the County. What we do effects everybody.

14. Com. Albee: If you want to have that kind of a program, you need to let us help you with that. There is too much history. I think you would run into a lot less trouble with whoever is making negative noises about what they perceive you to be doing if we are selling the program. We are a lot more able to do that for you. If there is a need for a change in the structure of dispatch and we agree to it, then it will go by seamlessly without any complaining.

15. Com. Sorensen: I would hope that there will be no promotions or wage increases until you get approval from the Commissioners. We have other departments that don't have a way of getting promoted. They get across the board wage increases. We don't want to create a scene amongst the family of the local government whereby we are going against each other. It's the job and the responsibility of the Commissioners to make sure that doesn't happen.

16. Com. Albee: When you want to make changes, you need to bring it forth here.

17. Discussion ensued regarding the grant for the speed patrol and how the money was going to be accounted for. This will mainly be done through the business office. Conley offered to give separate weekly/monthly draws on it. It will be logged. Patrol sheets are available.

18. Maureen: Regarding the dispatch situation, in nursing, they use a shift differential. Maybe that would be something to consider.

19. Nate: Questions Conley about the information regarding the promotions being out there. What does that mean?

20. Conley: It was conducted internally, in the department. People were asked to put in for these positions, there was a review process and a lot of discussions about it. The people can take that information anywhere they want to.

21. Com. Albee: Just to clarify our position, we are the authoritative body when it comes to the job descriptions and promotions in the dispatch.

22. Conley: I do believe you are in error. That serves as what I have to do as Sheriff.

23. Com. Albee: Only deputized personnel are under that rubric that you described, so we need to be included in that discussion of non-deputized employees.

24. Conley: That would turn over the day to day operations of the emergency dispatch center over to you which is what you are indicating is your legal authority.

25. Com. Albee: Your job in that function is to be the manager of the department, so as a manager, if you want to change the structure of that department, you need to come to us to approve that change. If you disagree with that, we can go look at what the actual legal requirements are.

26. Conley: We will have to do that because I don't believe that the Commissioners have the right to tell me what I am going to be doing in the department that I was elected to take care of.

MOTION: Commissioner Albee moves to go into non-public session for personnel issues. Seconded by Commissioner Solomon. So voted.

Public meeting adjourned at 10:35