

Carroll County Commissioners Meeting

Minutes

August 4, 2010

Commissioners Present: David Sorensen, Chip Albee, Dorothy Solomon

Public: Rep. Susan Wiley, David Babson, Daymond Steer, Asha Kenney, Maureen Spencer, Domenic Richardi., Nate Giarnase.

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

Public Input

1. Babson: I would like to thank the County for their efforts for Farm Day and especially Will DeWitte for his help. He went beyond the call of duty for the work that he did. Everything went well. I wish there was a better turnout. Thanks also to Jeff and Wendy for their work.

2. Com. Sorensen: We are going to be putting in for a Grant for promotion for next year through the Department of Agriculture.

3. Maureen: Do you have the bond numbers?

4. Com. Albee: 3.38% is the interest rate. Kathy Garry is working on a payment schedule. All the paperwork and bond certificates are in.

5. Rep. Wiley: Com. Albee was suggesting that the State should be looking into an energy plan/audits. I looked into that and there is a plan. I will get some precise information for you as to what is happening with that.

Minutes

Minutes of 7/28/10 - corrections. Page 2, #11, clarify the lethality statement made by Com. Albee. Page 3, #5 under Jason Johnson, add scheduled before times. Under Business Office, Robin: add ; after clock and ? After PIN number. Under the Motion, correct spelling of Kathy's last name is Vizard, not Visard. Under Robin: should read; We have scheduled the Sheriff's negotiations with the union. #4, Com. Sorensen should read; We will record this as being under advisement. Last page, #3, add ? After recognized.

MOTION: Commissioner Solomon moves to accept the Minutes of 7/28/10 as corrected. Commissioner Albee seconds this motion. So voted.

MOTION: Commissioner Solomon moves to accept the closed minutes of 7/7/10 as corrected. Commissioner Albee seconds this motion. So voted.

MOTION: Commissioner Albee moves to authorize Commissioner Sorensen to sign the Easement with Public Service Company. Commissioner Solomon seconds this motion. So voted.

Reports

1. Com. Albee: I received an email about a grant that is available for broadband for rural areas. I am going to forward that to the selectmen in Ossipee to perhaps get the problem on Rte 171 solved. Regarding the moving of the water line under the old nursing home, there has been a change in the work order. It's going to cost \$6,268.00 in order to move the water line at the old nursing home underneath and around to connect with the new water line that's going in. A construction issue that came up the other day is the discovery of an antique septic tank in the location of the retention pond for the drainage. The tank was put there in the mid 60's. It hasn't been used for a long time. It's an empty concrete tank with nothing in it. White Mountain Survey is going to let us know if we need to take it out. If it's deep enough, we can just do the retention pond on top of it. All of the construction processes are going well. Steel is still going up. Intention is to pour the slab on the eastern side of the building the end of next week, which will leave just the kitchen area left to do. We received bids on the roofing.

2. Com. Sorensen: Bids on the roofing. Subcontractor bid from Prime Roofing Corp. of New Ipswich, NH for \$585,028. Plytech Roofing from Conway, NH, for membrane system only \$218,900. MC Contracting, Inc. out of Harbor Mill, MA, for membrane system, shingles and drip edge only for \$145,800. No insulation system for a total of \$223,600. Eastern Exterior from Hooksett, NH, for membrane system only for \$278,800. LORR Roofing, East Wakefield, NH, for shingles only, does not include insulation system on shingles side, for \$333,730. AJ Desjardins Roofing, Exeter, NH, was incomplete and rejected. BPS recommends Prime Roofing Corp. out of New Ipswich, NH, for \$585,028.

3. Com. Albee: Just for clarification, if you take the membrane system only bids and add that to the single only bid, the lowest is \$612,530. By going with Prime, we are saving \$28,000 and there is one company doing the whole thing.

MOTION: Commissioner Albee moves to award the roofing bid to Prime Roofing Corp. for \$585,028. Commissioner Sorensen seconds this motion. So voted.

4. Com. Albee: The final grading should be done by the middle of September and have the paving done soon thereafter which will bring Andrews out of the construction area. The curtain walls will start to go up in about 2 weeks which will start to close in the western end of the building. Some discussion was had about the exterior wall systems. It appears as though we can come in at the same price with an R21 wall vs. an R19 wall. That is still in discussion.

5. Com. Sorensen: I put up a 10 x 20 awning for the residents to view the project as it moves along. However, it did blow over and bent a couple of pipes. It will be put back up again.

**Tracy and John Rich, Cybertron
Robin Reade**

1. Robin: Cybertron has proposed working with us on the Kronos project. They had attended one of our IT Committee meetings and gave an overall view of what they could do for the County. We are having them back in today to answer any questions you may have and to discuss some of the future plans for increasing and improving our IT for the County.

2. Com. Albee: We have had a few bids for the server which is the only item missing from the Kronos package. WSB Technology seems to have the lowest bid. We need some coordination as far as the IT portion of the Kronos project going forward. Is there an issue for you as to where we buy the server?

3. John: As long as the server is a quality server. Some clients buy their servers from us and some from others. We deal with Dell, Compaq, etc. We will deal with whatever is presented to us.

4. Com. Albee: Hewlett Packard was the lower bid and my concern is that we don't have two different vendors coming in to service the equipment.

5. John: We work for you and we will do what is necessary to resolve things. It makes our life easier if we have our own server; the biggest advantage being that we decide if anything needs to be replaced.

6. Robin: When I looked at the two quotes, one of the questions that I asked John was regarding the backup system. On the WSB quote, they quoted a DVD backup and Cybertron quoted an external backup.

7. John: We do not believe in DVD backups. A DVD does not have the capacity of a tape drive. A double layer DVD will burn just under 9 gigabytes of data. A tape drive can be 400 gigabytes of data. With DVD, all you can get is some of your data files. With a tape drive, we automate it, every night it starts up, backs up the entire contents of the server; includes all software configuration, any customizations, etc. each and every night. With the DVD, they are not as reliable, they require far more hands on maintenance by the user, and you can't get all your server backed up. In the event of a failure, the time from total failure to getting that server back on line is double to triple with a DVD. With a tape driver, we can repair the server, reload the base operating system, put the tape in and get everything up and running very quickly.

8. Com. Albee: What is your understanding of the total difference in the bids?

9. Tracy: I can point out that in our server, we have redundant power supplies built into it. It isn't specified in the other bid how much memory is in that server. I would want to get

more information on that before I could make a full comparison. The redundant power supply option adds \$300-\$400. I don't think it's a complete comparison, more information is needed.

10. Com. Sorensen: Can you tell explain more about the labor? You show \$110 an hour to do the connecting between the jail and the nursing home.

11. John: Right now, the jail and the nursing home are on separate networks from what is in this building. This building itself has many networks that are kind of parallel to each other. What my plan is, is to put an additional parallel network at the jail and again at the nursing home and just connect the time clocks and that hardware back to here so that the jail and the nursing home's primary networks do not cross with the networks here. They are currently separate and they should stay separate because to integrate them would be a tremendous amount of work and not necessary for this project. What we propose is that we will manage the whole project. We manage Belknap County and are very familiar with Kronos. The \$3,000 quote includes getting the Kronos installed over here. Because there are still a lot of unknowns with the other buildings, which is where the \$110 an hour labor charges come from, over and above the \$3,000.

12. Com. Albee: Regarding the physical cable connection, are you foreseeing any issues there?

13. John: At this point, we are not getting into fiberoptics between the buildings. That's as project for down the road. What we are proposing is encryptive data through the internet which is called VPN (virtual private network) to accomplish this parallel networking. We can easily migrate this to a fiber solution when it becomes available.

14. Com. Albee: What are you proposing today for the upkeep and maintenance of our computer systems?

15. John: We still have some unanswered questions, so we don't have a firm number, but we do have some preliminary numbers. We have two separate pieces: the Administration building with the nursing home and the jail and then separately, we have the Sheriff's Dept. The Sheriff's departments needs outweigh the other departments combined because of their set up. We can support the three facilities for less than the price of one mid range fulltime technician: what you get is a company with a full-time staff with advanced network technicians, give you 24/7 coverage, and you don't pay to train us. We are working on a price quote for you. We feel that it is in your best interest for the Sheriff's dept. to have their own staff for their system.

16. Com. Albee: I think we need to take the Sheriff's dept. off the table in this discussion.

17. Com. Sorensen: What about the Attorney's office and Registry of Deeds?

18. John: The Registry is a separate entity and they have a contract with Connor and Connor state wide that dos all the registries. The County Attorney has been included in what we are doing.

19. Tracy: Between the rest of the County, there are 8 servers, 60 PCs and about 21 printers and that includes maintenance.

20. John: What our maintenance contract does not include here or anywhere else is major upgrades and overhauls. We will work with you regarding recommendations, etc. We are working on a prorated proposal for you for the rest of this year and will have that ready for you next Wednesday.

21. Robin: Regarding the back up, my concern about the DVD back up is that we are going to be using system for the scheduling for the nursing home, vacation/sick time accruals, etc. If we don't have a valid back up on that scheduling, it is going to cause more problems as we go forward. If the tapes are more reliable, I think we should go with that.

22. Com. Albee: I have taken some time to audit the payroll system. I audited the jail's payroll twice, the nursing home payroll once, and the Admin building payroll once. Every single audit that I have done has had discrepancies that had to be corrected.

MOTION: Commissioner Albee moves to award the bid to Cybertron for the installation of Kronos system, including the server to implement the installation. Commissioner Sorensen seconds this motion. So voted.

Jason Johnson - House of Corrections

1. Current population is 51 in house, 1 weekender, 4 transfers, 3 electronic monitor, and 15 on pre-trial release for a total in population of 74.

2. Total number of admitted inmates for the week was 15 (6 repeaters) and total number of released inmates for the week was 15. Repeater Charges: 1 in for violation of a protective order, 1 in for simple assault, 1 in for disobeying an officer, 1 in for electronic bench warrant, 1 in for operating after suspension, 1 in for reckless conduct.

3. Farm has been taking out an average of 6 inmates per day. They have 14 available.

4. SMRT will be in tomorrow with MacMillin Company. Ed Bergeron will be here as well.

5. Com. Albee: Are we doing destructive testing?

6. Jason: They are going to be hatching a larger piece of sheetrock so they can get up inside. They are not going to be going up inside the roof. SMRT wants to see the connection before they issue a report.

7. Com. Albee: I have a review going on with Primex's claim dept. and have talked quite extensively with their council. Initially, they had refused that as a claim. They are going

to review it. There is an appeals process that we can go through with their board of directors if we feel it ends unjustly. They still don't have a copy of the bond.

Kathy Garry, Business Office

1. Kathy: I received a proposal from Attitash for the 2011 conference from Betsy Miller. The treasurer changed from a CD to a money market account for one Anne's accounts for the Registry. We need the Dorothy's signature for that. We have our bond documents for the \$23,500,000. Documents need to be signed. I have the Resolution of Governing Board which needs to be read and approved and put in the minutes.

2. Com. Albee reads from the Resolution of Governing Board.

VOTED: To authorize the issuance of \$23,500,000 General Obligation Bonds (the "Bonds") of Issuer, which were heretofore authorized by the Issuer on November 30, 2009 such Bonds to be dated August 1, 2010.

VOTED: To sell said Bonds to the purchaser (the "Purchaser"), with the principal amounts, maturities, premium, if any, redemption provisions, if any, and interest rates specified on Schedule A, attached hereto and made a part hereof;

VOTED: To issue the Bonds in substantially the form set forth in Schedule B, attached hereto and made a part hereof;

VOTED: To authorize at least a majority of the Governing Board and the Treasurer to sign the Bonds or to have said signatures printed in facsimile on the Bonds and to affix the Issuer's seal thereto;

VOTED: To authorize the Treasurer to deliver the Bonds to the Purchase against payment therefore;

VOTED: To authorize at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt, a No Arbitrage and Tax Certificate, a Continuing Disclosure Certificate and IRS Form 8038-G in substantially the form presented to this meeting and such other documents as may be necessary or appropriate to accomplish the sale and delivery of the Bonds in accordance with the foregoing; and

VOTED: To authorize Wells Fargo Bank, National Association to serve as Paying Agent with respect to the Bonds.

MOTION: Commissioner Albee moves to accept the Resolution of Governing Board document. Commissioner Sorensen seconds this motion. So voted.

The Financial Party that was awarded this Bond is UBS Financial Services Inc., NY. Interest

rate is 3.38%.

3. Kathy: On Friday, Robin and I will be doing an all day training for Kronos. It's a telephone training from 9:00 to 5:00.

Stephanie Milbury, Regarding Website

1. Com. Albee: We had a question last week about the condition of the website.

2. Stephanie: There was an issue with maneuverability with getting the minutes. It's hard to diagnose a problem when I don't have the symptoms.

3. Rep. Wiley: I would be nice if it were more user friendly. I have a problem with getting the minutes. The minutes seem to be three weeks behind on the website.

4. Stephanie: It is up to date now. Sometimes I don't get the corrections until the following week. All meeting minutes are on the Minutes link.

5. Robin: We had a meeting several months ago and looked at redesigning the website. We also took a look at some of the websites that we liked. We are moving in that direction. Stephanie is currently working with what we have right now. We will be doing some more web training in the next couple of months. We are continuing to work on this.

Public Input

1. Rep. Wiley: I am not totally clear about the study that was done by the State that looked at County jails and admissions into the corrections facility. I have a vague recollection of a piece of that study being the collection of information that had to do with recidivism. That appears to be very useful information for anyone doing any planning in corrections. For anyone going into a facility for the first time, it would seem that that information would be networked with other Counties and with the State. We were one of the selected States to do the study about how many people we had in jail, how long we were keeping them and whether or not our laws are what they need to be. It would seem if we overlay that report that came back, we would have that information.

2. Com. Albee: That's post conviction. The numbers that Jason is giving us are arrest numbers. It becomes troublesome when you start publishing, in a statistic, somebody's arrest record because that doesn't necessarily conform with their conviction record. The post conviction statistics are out there.

3. Rep. Wiley: I would like to see the County Commissioners make some statement to the State of NH Health and Human Services about their continual cuts for the mental health budget. They have again cut another million dollars out of community mental health.

4. Com. Albee: The mental health issue is more appropriately addressed to the local

police level because we can't take people into custody just because they have mental health issues. They have to have committed a crime.

5. Richardi: There is a statute on the books that we can take protective custody of a person who is mentally unstable that may hurt themselves or someone else.

6. Com. Albee: Then where do you take these people.

7. Richardi: The two choices are either the jail or the hospital.

8. Com. Albee: That person would need to be IEA'd. If there is no resource to accomplish anything after the IEA, then what good is the IEA? There are still a significant number of representatives who think that the jail is an appropriate place for mentally ill people. Not only is it inappropriate, there are no RSAs that allow for prolonged custody in the jail for mental illness.

9. Daymond: I've been thinking about this faith based person that's going to be part of the Incentive Fund Committee. It seems kind of dangerous to mix religion and politics.

10. Com. Sorensen: You can talk to John Harrington about that. He is the one that changed the Committee.

11. Com. Albee: I think it's totally inappropriate.

12. Rep. Wiley: There was mention of lethality training and I would be interested in being a part of that discussion. Regarding Cybertron and the Sheriff's dept. stating that their information is too confidential to allow anyone to help manage it; we have the County Attorney's information and nursing home information, all of which is confidential. I am not clear why the Sheriff feels that no one else can manage their computer system, other than it being sophisticated.

13. Com. Albee: You can talk to the Sheriff about that.

14. Rep. Wiley: Suggested that the recording secretary put her name at the end of the minutes as the recorder and maybe someone should officially sign the minutes.

15. Com. Sorensen: We do sign the non-public minutes.

16. Babson: Regarding the transit system, I thought the route for stops had already been decided.

17. Com. Solomon: The stops had been decided on, but every so often something comes up where a stop will be opposed. The proposal was open to the superior court for a bus stop. They have now denied that stop. There will be a meeting next Tuesday of the Transit Committee at the Tri-County Cap building.

Kathy Vizard, Hales Location, new hire for clerk

1. Kathy: I am required to have a supplemental warrant to collect any taxes that are outstanding. If you would like to offer pre-payments to the residents, I also need permission to be able to collect that. In Albany, I have a \$5.00 leeway on interest; whether they underpay or overpay. I met with Nancy on Monday morning and we went over what she has been doing. I will spend one more day with her. I asked Nancy to create a form regarding the taxes that need to be collected and then it will need to be signed. An audit should be done before I collect anything. Nancy had mentioned about how slow the laptop is. Having trouble connecting to Avatar. Sample ballots were given to the Commissioners.

2. Com. Sorensen: Whatever you think is necessary to do your job, you can give us a proposal and we can act on it.

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

Meeting adjourned at 10:15 a.m.

April Carpenter
Recording Secretary