

Carroll County Commissioners Meeting

Minutes

November 10, 2010

Commissioners Present: Chip Albee, David Sorensen, Dorothy Solomon

Public: David Babson, Daymond Steer, Ed Comeau, Joe Kowalski, Rep. Susan Wiley, Melissa Ferland, Asha Kenney.

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

Public Input

1. Babson: What was done over the past week on the Cooperative Extension?
2. Com. Albee: We are waiting to some sense from the Delegation and where they are going as far as the money is concerned. It will come up on the 13th at the Delegation meeting.
3. Babson: We selected an individual to hire for the Co-op Extension. He has a lot of strength in horticulture and livestock from Oregon who will be offered the job soon and if he accepts, hopefully he will start January 1st, 2011.

Minutes

MOTION: Commissioner Albee moves to approve the minutes of 11/03/10 as corrected. Commissioner Solomon seconds this motion. So voted.

Reports

1. Com. Albee: Balance of the trusses are going in for the center of the building. The dens glass/yellow board is being installed on the west side of the building. There are 66 people working on the job right now. Moisture barrier will be starting up again today (delayed due to weather). The east wing is water proof at this point. Windows will start going in on that side of the building today. Siding has been decided on. I spoke with Randy Remick from BPS. He will bring to us next week at the construction meeting a complete list, hopefully, of where we stand financially. A couple of things are still in flux. The anterior painting still needs to be awarded. We did finalize the piping cost at \$58,000 for the heat pipe that is running in between the old nursing home and the new nursing home for the biomass plan. The balance of the \$200,000 grant for the heat pipe will be transferred into the grant for the boiler, so that will cover the cost of the boiler completely through grant funding. We will have some costs for plumbing installation and electrical installation, but we have that incorporated into our plumbing and electrical contracts with our current contractors, Denron and Consolidated. Randy and I also talked about rehabilitation of the old nursing home regarding helping with planning and bringing

a number to the Delegation for the budget (for maintenance and offices). He feels we are looking at \$400,000-\$500,000 budget.

2. Com. Solomon: Yesterday, there was a Carroll County Transportation meeting. Three buses have arrived. They are the Demand Response buses. They have to be registered, painted, serviced, etc. They are expecting to start the Demand Response in early December. They are now training drivers. They have 6 drivers. The name of the bus is the Blue Loon. Ted Laliberte will be speaking around the County talking about the program and how it is going to work. There are ads and posters going out. They are looking for parking areas for the drivers and some suggestions were made to where to park the buses. The actual busing route will not be started until February. They are looking for dispatchers. The work would be out of the Berlin office. There are already 42 applications for this one position.

3. Com. Sorensen: Next week, we will be meeting on Tuesday, November 16th at 9:00 a.m. instead of Wednesday. We will be looking at the overall budget.

Jack Widmer, County Treasurer - Preliminary Budget

1. Jack: This year's accepted budget was \$6,267.00 total and we are proposing exactly the same for next year.

2. Com. Sorensen: Where is our money invested?

3. Jack: The money for the nursing home that is being held right now is invested with TD Bank. They offered us a money market account for \$6 million of the money because that was going to be the quickest money going out and that interest rate was .1%. The balance of the money which was \$13-14 million was put into a CD paying .5%. Those were the best deals we could get. We do have a CD that's been ongoing in Citizens Bank. The CDs that we used to have in Meredith Village, 2 of those were cashed in as part of the purchase of the bus for the nursing home. The other CD was for the Registry of Deeds funds and that has now been converted to Laconia Savings Bank and that is in a money market account. We just received \$2 million of TAN money which we will be able to pay off as soon as the tax revenues come in. That was through Laconia Savings Bank and we got that at 1.98%.

Chris Conley, Sheriff/Dispatch - Preliminary Budget

1. Conley: We have a 1.5% over 2010 budget. This is with no wage increases. The amount to be raised by taxes is 1% which are the guidelines that we were going by.

Expenditures Review: Line 008 - Special Deputies - There is a slight increase because we have a significant reliance on the part time force right now. Line 011 - Bailiffs - The increase of \$11,000 is due to the reimbursement rate going from \$65 to \$80.

2. Com. Albee: I was a little confused on this one in that the revenue number that you have of \$111,000 vs. \$139,000 expense; I thought they were going to match.

3. Conley: There is a per diem that the County has been paying for the last 2 years. The

reimbursement rate for half of the AOC comes from the Bureau of Court Facilities which is still held at \$65.

4. Com. Albee: We are going to need to get clarification from the Delegation if that's the direction they wanted to go. Our understanding of that rate increase that the Delegation put in place was because the State hadn't done anything. Now that the State has done something, they might think that's going to go away, but you are saying that part of it didn't go away.

5. Com. Sorensen: Can you talk about the overtime for the court officers?

6. Conley: The court officers are infrequently in an overtime status. It's usually when they are in the middle of a trial in the Superior or District court, less so in the District court, and the Judge is near the end of a trial and he asks them to stay and he keeps the building open. We have billed on overtime and the AOC has paid it.

7. Com. Albee: The dues, licenses and subscriptions are up \$3,000 on line 037.

8. Conley: I can give you a breakdown of what those items will be.

9. Com. Albee: It looks like your uniform expenses are consistently dropping.

10. Conley: The main reason why it's dropping is that the deputies typically don't use the amount that allocated by the contract. They are being conservative.

11. Com. Sorensen: The vehicle lease/purchase is down.

12. Conley: We have turned in 2 vehicles. This year, we have 3 vehicles that we plan on turning in. We are going to replace that with 2. We don't know what the expense is going to be on the turn-ins. We are saving lease expenses and will drop the whole leasing program eventually.

13. Com. Albee: Line 095 - Are you certain that is enough. You have overspent that line this year.

14. Conley: There has been a real problem with the cost ammunition, plus I upped the training. We had more training and it was costing more. The other thing is that we were able to purchase some tasers for the court officers; some came out of a grant and some came out of the county budget. We are pretty confident that line item will be sufficient.

15. Com. Sorensen: No new equipment on the budget?

16. Com. Albee: I think you need to look at that line item and do some changes.

17. Conley: Some of the new equipment comes out of other line items like deputy expenses, etc. If it's new equipment that has to do with the dispatch center, then there is a separate line item for that.

Revenue: Line 019 - Grant funds - This is an AG reimbursement and they pay semi-annually and they make a \$15,000 payment.

18. Com. Albee: Line 012 - Writ fees - You are currently tracking at 53,700 for the year. You had \$88,000 on the line and you are continuing at \$88,000 unless something hasn't been posted. The same holds true of the total income. You are tracking at \$252,000 for the year and you are working at close to \$300,000. So you have to find \$50,000 in additional money. You need to look at lines 012 and 018.

19. Conley: I will have to look at that.

20. Com. Sorensen: Line 036 - Dispatch income - What kind of revenue do we get from dispatch?

21. Conley: Milton is paying \$2,500. There is a reason why we doubled it, but I am not sure why that is right now. We may have picked up another town.

Several other lines to be looked at - 066, 069, 088

Sandi McKenzie/Paula Coates, MVNH - Preliminary Budget

1. Census is 103, 3 Medicare residents, 31 Private Pay residents, 69 Medicaid residents.
2. Staffing/Incentive - Temporary Incentive Program will conclude November 30, 2010.
3. Budget - Assumptions: Private pay rate 3% increase (\$254 to \$262)
Case Mix: 65.5% Medicaid
 28% Private
 5.5% Skilled
 1% Empty Bed days

Technical Advisory Committee Meeting is next week. I hope to have an idea on Medicaid rate. Currently daily rate is \$140.67.

4. New Capital Equipment for 2010 - Heat seal for label application (laundry), Hoyer lift (nursing), Oxygen concentrators (nursing), computers.

MOTION: Commissioner Albee moves to approve an increase in the private pay rate at 3% to \$262.00 per day. Commissioner Solomon seconds this motion. Commissioner Sorensen does not support this. Motion carries.

Budget Proposal 2011 Review

1. Sandi: Revenue - Medicaid increasing by \$231,360 over last year. The actual revenue through September under Medicaid was \$4,157,566.00. Private room rate is based on our percentages as well as our increase in rate, so we will be increasing by \$495,845.00. Private resources last year was budgeted \$730,000; annualized it was \$806,000, so we are looking at an

increase of for that.

2. Com. Sorensen: What about the bed tax?

3. Paula: We are not going to be getting a portion of the bed tax. We are only getting a portion of the stimulus money next year.

Line items are reviewed and clarified: dietary, nursing, plant operations, laundry, housekeeping, physician and pharmacy, oxygen, recreational therapy, social services.

4. Com. Sorensen: The bottom line is up \$40,000 and half of that is Cybertron/Kronos IT.

5. Sandi: One major change under plant operations/building repair and maintenance. We have been budgeting for \$40,000 and hopefully the building will be sound before we move, so that was dropped down.

We are looking at a revenue increase of 6.3%. Total expense increase of 4.84%. If we were to take out the health insurance and salary, we only have a 1.15% having to do with the actual operating budget.

We have some equipment needs for this year. One item is a manual Hoyer lift. A week ago, one of our Hoyer's broke, has been fixed many times, is very old and now needs to be replaced. We received 4 quotes: McKesson \$511.10, Direct Supply \$597.99, Sherman Oaks Medical \$761.25, Salmon Preston \$1,063.28.

MOTION: Commissioner Sorensen moves to purchase a new Hoyer lift from McKesson for \$511.10 plus \$25.00 shipping. Commissioner Albee seconds this motion. So voted.

6. Sandi: We need a replacement for the heat seal machine for the laundry. This also labels the laundry for the residents. Quotes: Pen Emblem \$795.00, Easy Products \$1,235.00, Nat- Mart \$1,595.00. We are requesting permission to purchase the machine from Pen Emblem for \$795.00 with a shipping of \$40.00.

MOTION: Commissioner Solomon moves to purchase a heat seal machine from Pen Emblem for \$795.00 plus \$40.00 shipping. Commissioner Albee seconds this motion. So voted.

7. Paula: The next thing we need is oxygen concentrators. We had a contract that brought in concentrators and the company was going to bill Medicaid for them. They found out that they can't do that. We had two options: to rent 23 of them at \$30.00 a month or buy 23. We have decided that it would be cheaper for us to buy the 23 which comes to \$10,718.00. The other quote was \$10,959.00.

MOTION: Commissioner Albee moves to purchase 23 oxygen concentrators for \$10,718.00. Commissioner Sorensen seconds this motion. So voted.

8. Paula: The last one is recommended by Cybertron for computers at the nursing home.

A lot of them are very old. They are suggesting that we replace 12 for \$16,200.00. That will include Cybertron installing them and setting them up with the programs and software to our network, etc.

MOTION: Commissioner Solomon moves to purchase 12 replacement computers for \$16,200.00.

9. Rep Wiley: I would like for you get the specs down and put this out to bid.
10. Com. Albee: We will go through the correct procedure to get the best price.
11. Joe: He suggests upgrading the current systems.
12. Paula: We will get more quotes for you.

The above motion will be held off until next week.

Public Input

1. Joe: I wasn't aware that we had a deputy treasurer to assist the treasurer. Is it a paid position.

2. Com. Albee: The deputy treasurer does not assist the treasurer. It's in case something happens to the treasurer; if he were to be sick, etc. The position is paid \$200.00.

MOTION: Commissioner Albee makes a motion to go into non-public session for the purpose personnel issues. Commissioner Solomon seconds this motion. So voted.

Meeting adjourned at 11:08 a.m.

April Carpenter
Recording Secretary