

Carroll County Commissioners Meeting

Minutes

December 29, 2010

Commissioners Present: Chip Albee, David Sorensen, Dorothy Solomon

Public: Maureen Spencer, Henry Spencer, Susan Wiley, Asha Kenney, David Babson, Will DeWitte.

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

Public Input

1. Babson: A change for last week's minutes, #7 - should read \$10,000 a year not a month.
2. Kenney: A change for minutes of December 15th, Page 3, #5 - should read Commissioner Kenney, not Representative Kenney.
3. Maureen: Have plowing bids gone out? Has a person been hired for maintenance?
4. Com. Albee: Yes, they have gone out.
5. Com. Sorensen: A person has been hired for the maintenance position,

Minutes

MOTION: Commissioner Solomon moves to accept the minutes of December 22, 2010 as corrected. Commissioner Albee seconds this motion. So voted.

MOTION: Commissioner Solomon moves to accept the minutes of December 15th, 2010 as corrected. Commissioner Albee seconds this motion. So voted.

Reports

1. Com. Albee: The wind metering device was installed in November. Jerry is monitoring it. There has not been a reading yet. It needs to run for a month prior to downloading the first time. It can run for up to a year and store information. The cost was \$640.00 and was installed by White Mountain Electronics for \$420.00.

On Tuesday, there is a mandatory Kronos meeting here to try to get over the last hump of

getting Kronos fully installed and operational.

2. Com. Sorensen: We had a successful topping out ceremony. There were many, many residents in the window watching the tree going up. I was happy to see at least four representatives there. The building is moving along. Window installation is 20% complete. They install 10-11 windows per day. We have but the furniture bid out in the Union Leader, Fosters and Globe and out to some large companies that deal with buildings like this. Most of the framing is done and they are working on the roof. The siding should be started next week.

3. Com. Albee: We did talk about the generators and the ability of the generators to run the furnaces and I guess we came up with the conclusion that the pellet boilers will be wired into the generator that's currently operating the old nursing home, so in the event of a power outage, we will still have the pellet boilers in operation. The building is totally heated now.

I spent the morning yesterday going through the bids and cost analysis on the nursing home. I reviewed a lot of things with Randy Remick. He will be here on the 12th of January with a full accounting of the project updated to that point. I am pretty comfortable with the fact that we are a little over \$2 million under cost currently, but it will become a lot more specific when Randy has the full analysis.

Other Business

1. Com. Albee: There were a couple of Policy and Procedure Directives that were acted on. The first one is Policy # 2-B-100 which is the use of physical force. It sets out the goals and the policy: the goal being that the use of physical force is only used in instances for self protection, protection of the inmate or others, prevention of property damage, or prevention of escape. The purpose is to provide the staff with guidelines on appropriateness of use of physical force.

MOTION: Commissioner Albee moves to accept Policy #2-B-100, Use of Physical Force. Commissioner Sorensen seconds this motion. So voted.

2. Com. Albee: The second is Policy #2-B-106. The goal of this one is the same, but its primary use is for outside of the correctional institution and the issuance of a firearm to the correctional staff officer who is transporting prisoners.

MOTION: Commissioner Albee moves to accept Policy #2-B106. Commissioner Sorensen seconds this motion. So voted.

Jon Rich - Cybertron

Contracts were discussed as the current contract is ending.

1. Jon: We have come up with a couple different contracts which I will provide to Robin. One is a contract with the wording stating it's a calendar year contract with the caveat

that should the Delegation not approve funding, then we will go back and bill you for any work done during the three months and continue on a time and material basis. We also have a second contract which will continue on a month to month basis as we have been doing and then we will begin a contract on an April to April basis.

2. Com. Albee: I don't think the April to April contract would work. I think it has to be on a calendar year basis. We just need to craft a language that gives us that three month window at the beginning of the year.

3. Jon: We have that same contract in place in Belknap. Whatever works for you, we will certainly agree with.

4. Com. Sorensen: What is the status of our system right now?

5. Jon: We have gone through the system from one end to the other. The majority of your work stations throughout are in need of direct replacement. The nursing home came up with money in their budget this year to replace the bulk of their machines and they were in the most need. Throughout this building, hopefully the Delegation will fund replacement of well over half of the machines. The servers are in better shape. We have done a few upgrades. Data back up is still lacking. You are at great risk for losing data.

6. Robin: The IT committee will regroup this month and we will be talking about prioritizing.

7. Com. Albee: I think we need to restructure the IT committee as Capt. Meyers is on the committee and the Sheriff's Department is not involved with Cybertron.

MOTION: Commissioner Albee makes a motion to continue with Cybertron until April 1st at \$5,000 a month for time and materials. Commissioner Sorensen seconds this motion. So voted.

Discussion/updates on Kronos system - Time clocks are being tested, payroll is being looked at, accrual time is being looked at, the scheduling portion is being worked on. Everything is being tested and should be up and running by February 1st.

Kathy Garry, Business Office

1. Kathy: Hale's Location proposed budget was given to the Commissioners. I received in the mail yesterday from Friends Of Mountain View the tax exempt status approval under the IRS code. The joint loss management committee applied for a grant for \$3,290.00 We received this money and it is for the exterior lighting for the administration building and security camera for the County Attorney's office. I received a letter from the state police in regards to a memorandum of agreement with the Sheriff. I thought you may want the Sheriff to be scheduled on the agenda soon.

Public Input

Discussion about the use of the old nursing home. The Co-operative Extension has already been approved to have some space in there. The building committee for the old nursing home will discuss what else will be done with the space available.

1. Henry: With the new firearms rules, I am fairly certain that you don't want to publicize this, but is it your understanding that if someone is in jail for a non-violent offence and they are on a cleaning detail and he decides that he is going to take off, does the officer have the right to shoot this person dead because he is running away?

2. Com. Albee: No. There are very few things that are worth a human life.

3. Susan: Do we have an inventory of the firearms that we currently own? When the employees are given the firearms, will they only have them when they are on the County premises or in their line of duty or will they be taking those firearms with them in their personal vehicles and into their homes?

4. Com. Sorensen: We do have an inventory of firearms.

5. Com. Albee: They will not be armed while they are working in the facility. The only time they will be issued a firearm is when they are on a transport and that may not be on all transports. My understanding is all the firearms will be secured at the facility.

6. Susan: I am looking forward to seeing the new website.

7. Maureen: I am going to try and finalize how we are going to put the word out there for naming the new nursing home. The nursing home has a Facebook page which Lisa is in charge of, so that is an option.

8. Susan: Thanks all the Commissioners for working so well together over the last two years.

9. Com. Sorensen: Thanks Commissioner Albee for his hard work. He has set a very high standard for all employees. He has worked with many different departments, more so than any other Commissioner that I know of. He has done a great service for the taxpayers in Carroll County and has represented them well. He has moved Carroll County government in a new direction and hopefully we can continue that and hopefully the new board can work well together.

10. Com. Albee: I think along with raising the bar a bit, I think bringing a sense of fun to your job is important. Every decision that I have made here has been premised upon what the County needs. If I were to tell the employees anything, it's that the new building is not a reflection of what I wanted or the board wanted, but is an action of their collective want as a County. Thank you.

11. Com. Solomon: I have found this past two years to be such a change over what I had seen prior to being on the board itself. It has been a wonderful experience and I hope to maintain that good experience.

MOTION: Commissioner Albee makes a motion to go into non-public session with the Human Resources for personnel issues. Commissioner Sorensen seconds this motion. So voted.

Meeting adjourned at 9:50a.m.

April Carpenter, Recording Secretary