

**“DRAFT”**

**Carroll County Commissioners Meeting**

**Minutes**

**March 23, 2011**

**Commissioners Present:** David Sorensen, Dorothy Solomon, Asha Kenney

**Public:** Ed Comeau, Daymond Steer, Susan Wiley, Rep. Babson, Maureen Spencer, Henry Spencer.

Meeting called to order at 8:16 am by Commissioner Sorensen

**Public Input**

1. Daymond: Asks about what kind of impact the cuts have made on the County that were done by the Delegation and what are the most significant things on the chopping block?
2. Com. Sorensen: They voted down the impound yard and they suggested that each town take care of their own vehicles. If it is approved by the Commissioners, we will write a letter to all the towns regarding such, as well as the State, County Attorney, and all that are involved with the vehicles, stating that we do not have a proper impound yard and we can't accept the vehicles because of possible pollution to county land. Some towns are already taking their vehicles and parking them behind the town halls, etc. That is one item that I think needs to be reconsidered.
3. Daymond: I was wondering about the jail and the cameras/monitors.
4. Com. Sorensen: There was a court case that came up within the last five years whereby there was an incident in the jail where the cameras did not cover that particular area. I don't remember what the outcome of the court case. There was a case where the cameras didn't have the full coverage that needed to be monitored. I don't want to get into the security of jail at this time. They did approve, initially, the funding for the monitor, but they didn't approve the additional exterior and interior cameras that are not stationary. Jason stated that the cameras are a tool to security, but manpower is really what determines the security at the jail.
5. Daymond: Will the reduction of the cost and qualifications of the nursing be a problem.
6. Com. Sorensen: It could be a problem. I may not have adequately warned the Delegation about certain areas, but that is one area where we are short on nurses, especially where we accept medications after midnight when they are delivered. If something goes wrong and an officer accepts them and we do not have the proper inventory, that could be a problem. If the inmates

do not get proper medical coverage, medications on time, etc., that too can be an issue. That's all on the shoulders of the Delegation. We have brought it to their attention and if they don't fund it, then it is out of our hands. We would have to defend it if we get sued, but it would be at the cost of the taxpayers.

7. Henry: When was the Sheriff's contract approved by the union and when was it signed.

8. Com. Sorenson: It was approved the first week of December. I had requested that it be done and completed before the budget went to Concord for the budget. When it went in, it was explained to the Delegation, that all the contracts were in the budget. At that point and time, the Delegation could have requested to act on the Sheriff's Union contract. They did not request this information.

9. Rep. Babson: Rep. Mellow and my email addresses are not on the web page. Today, I had a problem with the web page. I could not get the minutes downloaded. We need to have a web page that is more user friendly.

10. Com. Sorensen: We continue to look into the web page. We do not have a certified web page person. This is another responsibility that was assigned to someone here. It is in our budget this year to redesign the web page. It has not been started yet.

11. Ed: The company that you are going to pay for this time, Virtual Town Hall, has a very good track record of functionality. My question about their website is, Do we know what that package gives us? Does it include video streaming? Does it cover all minutes? Are they going to do the updates, etc.?

12. Com. Solomon: We will ask these questions.

13. Rep. Babson: I was reading Daymond's article in the paper, I don't remember voting for the Sheriff's budget on Monday. I believe we did that two meetings ago. I do recall going through the line items and making some changes.

14. Com. Sorensen: The sub-committee recommendations were never voted on. There have been more changes to that budget.

15. Com. Kenney: The Sheriff's contract was voted on at the end of the meeting.

16. Rep. Babson: Asks about where we stand on the pigs.

17. Com. Sorensen: It was approved at \$17,350.00.

18. Wiley: Comments - The farm budget has a business plan, the Commissioners went through it line by line. I went to a few sub-committee meetings. I think it's absolutely disgraceful that at

the first sub-committee that was held, we did not have the representatives here that needed to be here. We had Rep. Babson. He knew what was going on. I find it absolutely disgraceful that in this day and time, we have a young man who has proven that he can do things. He has initiative and he indeed has a business plan for how this will work and for the Delegation to undermine him by saying to find the money from a private sector and then we will talk about it is absolutely wrong. He has worked with our labor at the jail. He has taught them what they need to know. He has done so much and how anybody could take half the money out of this plan is absolutely wrong.

Second has to do with the nursing home. We have an administrator at the nursing home and a staff that is incredible. We worked the nursing home for years and years with 10% less than what the occupancy should have been and suddenly, we have an administrator who fills the nursing home up, while the staff in the nursing home have worked harder than they have ever worked because there are more residents there who need the service and then for us not to support that budget when that administrator has saved us hundreds of thousands of dollars and she, too, has implemented programs and brought in revenue, how the Delegation can make cuts in that budget is wrong. The Commissioners went through every line of that budget and found every efficiency they could and then the Delegation comes in saying we can't do this. I give Rep. Babson credit for standing up for the farm budget and for making certain that there is a business plan at the farm.

19. Com. Sorensen: The farm supervisor has a track record with the forestry, with the wood business. He has made money more so than we ever had in the past. I would add one other individual to your comments. That is Jason Johnson.

20. Wiley: Regarding the jail, we have recidivism across the country and this is no different. Jason has put in education programs, Jason has gotten those people out of that jail and gotten them to do some work. He has worked on hospitality services to make certain that some of these folks come out of jail and not come back again. And what happens?, we can't trust these people, these privileged legislatures who think that the our hard working employees at the county need to suffer because they need to prove that they can find any other places to find revenue in the state other than cut, cut, cut. This is New Hampshire. We are prosperous, we are careful, we have good policy, we have Commissioners who have done their job. This is the first time I have seen County Commissioners go line by line and look at those efficiencies with all the new department heads. What has happened when 14 people from the Delegation can come in here and totally rip apart budgets that are well planned and well thought out?

21. Com. Sorensen: I think the Delegation is scared of the \$2.5 million that is going to be put in to reduce taxes. They are shaken because in the past, we have put in a maximum of \$800,000 out of surplus to reduce taxes and we put in \$2.5 million and they don't know what to do with it. I think Rep. Chandler doesn't believe that we have that additional money to reduce taxes. If we didn't put it in to reduce taxes, where would it go? It would be put into surplus. We presently have \$3 million in the surplus and when we add \$2.5 million to it, we will come close to \$6

million dollars and he doesn't believe that it's possible. We will see what happens on Monday.

22. Rep. Babson: I would like to respond to former Rep. Wiley. I take her comments as offensive, I don't deserve the barrage that she threw in my direction. I would like to ask her to give me proof where I have done anything to deserve this. I have supported the farm. I think I ran the best sub-committee meetings for the Jail.

23. Wiley: I stated with the exception of Rep. Babson.

24. Com. Solomon: She said nothing negative about Rep. Babson.

25. Maureen: Comments - I watched the faces of Jason and Will when the Delegates just cut them off at the knees. Rep. Patten sat on the sub-committee for the farm and was all for it and then she sat there and said nothing. The hurt look on their faces were appalling.

### **Minutes**

MOTION: Com. Kenney moves to accept the non-public minutes of 1/26/11, 2/9/11 and 2/16/11. Com. Solomon seconds this motion. So voted.

MOTION: Com. Solomon moves to accept the minutes of March 16<sup>th</sup>, 2011. Com. Kenney seconds this motion. So voted.

### **Reports**

1. Com. Solomon: I attended a Service Link Meeting which is a service here in Carroll County that offers direct assistance to all people of the county who are in need of finding a bureau, doctor, agency who can help them with a particular need. They are a hands-on service. They help people who are new to Medicare learn how to get their Medicare work to the best of their advantage. There are many people on their board who are worried about the budget for the County because they want to know if their agency is going to be funded. I could only tell them what had happened at the last meeting. There will be a meeting on Friday in Moultonboro at 9 a.m. where Com. Toumpus will discuss the cuts to DHHS.

2. Com. Kenney: Regarding the minutes, I would like to have them in a timely fashion. I usually get them on Tuesday. Requests they be received by Thursday or Friday. Regarding corrections, I notice that I get a draft and it's sent to a lot of people. They should be sent to me only as I am the clerk. The clerk can only make the corrections. When I make the corrections, I will send them to the other Commissioners and then they can make suggestions; then I have to make the corrections again. They then can be sent out according to County Attorney Dewhurst. The minutes need to be a reflection of what had been said at the meeting.

3. Com. Solomon: I would just like to see that all of the Commissioners have not only the right,

but the necessity to go over the minutes. From my position, as a former English teacher, I go over them because I want to make sure that what comes out is grammatically correct as it has my name attached to it. I do believe that is a right that I have.

4. Com. Kenney: You can make your suggestions to me. Everyone now is making corrections and when the minutes are in, it's already corrected.

5. April: I thought the drafts needed to be posted to the web page within 5 days and the corrections are to be made at the next Commissioners Meeting.

6. Maureen: Minutes are to be taken at a public meeting, they should be posted as "Draft" within 5 days. At the following meeting, if there are any corrections to be made, they should be made at that meeting. That is the legal way of doing it. Corrections need to be made in public.

7. Henry: Addresses Com. Solomon - You can't correct the minutes in private.

### **Jason Johnson - HOC**

1. Current population is 54 in house, 2 weekenders, 7 transfers, 3 electronic monitor and 11 on pre-trial release, for a total in population of 77.

2. Total number of admitted inmates for the week was 13 (6 repeaters) and total number of released inmates for the week was 19. Repeater Charges: 1 in for Capias (booked 10 times in 18 years), 1 in for Aggravated Felonious Sexual Assault, and Felonious Sexual Assault (booked 6 times in 8 years), 1 in for Protective Custody (booked 2 times this year), 1 in for Violation of Restraining Order (booked 2 times this year), 1 in for Violation of Probation (booked 6 times in 3 years), in in for Breach of Bail (booked 2 times in 2 years), 1 in for Arrest Warrant (booked 2 times in 2 years).

3. Farm has been taking out an average of 4 inmates per day. They have 12 available.

4. I had a meeting with Omni-Care Pharmacy about going to a formulary for medicine. The mental health ARNP and the medical ARNP will be reviewing the formulary offered by Unicare. The pharmacist said we could save about 10%

5. We needed to send an inmate out to the hospital last night. The inmate was treated and returned. We did the transport.

6. I spoke to the superintendents earlier this month at the Superintendent's Affiliate meeting regarding the Drug and Mental Health Court. I will be going to Strafford County to review how their programs work. I have contact information for the judge in Hillsborough County who oversees their Mental Health Court.

7. Had a meeting with Westwood Pharmacy last Thursday to review medicine pricing. I will be sending their company copies of our last two months bills for them to produce an estimated savings by going to their company. They currently have the contracts for Strafford, Grafton, and Sullivan Counties as well as the NH Juvenile Facility. They were able to reduce the cost to Sullivan County by 30%.

8. I scheduled a meeting with Prime Care to come up next week and do a presentation to you regarding their services. With the cuts the Delegation made on Monday, we are now short by \$68,000.00 from their proposal.

9. I would request that the proposal for the monitor upgrade not go out to bid due to the requirement of interfacing video programming with exiting equipment. Secure Controls has the software and equipment already in place and they will not warranty any work done by another vendor. I believe that it may lead to other problems if we have various vendors working on existing equipment. Under the statute, you have the authority to waive the bidding process by a unanimous vote.

10. Com. Sorensen: I want to say to Jason that what you do every week is you make the jail more efficiently run, you look at other alternatives to reduce cost and I think that is fantastic and you deserve a lot of credit for doing that.

### **Sandi McKenzie - MVNH**

1. Com. Kenney: Asks Sandi about why she is here at 8:15 a.m. Asks if she comes to watch the meetings or if she is just waiting for her turn for report.

2. Sandi: I feel as though that I garner some information from the meeting, particularly when we are talking about the building. If there is a report on the building, I like to be included or if there is some discussion that I have missed, I like to be informed and updated.

3. Census is at 100, 7 Medicare residents, 26 private pay residents, 67 Medicaid residents. We had 3 deaths in the past few days, 1 bed offer has just gone out, 2 other admissions are in the works.

4. Resident furniture: The revised Jours quote is ready for signature (with the moving of the existing furniture being excluded). Sandi gives this to Com. Sorensen for signature. Kathy Garry has the credit application.

5. We have been working very diligently on a bed alarm and chair alarm reduction. When I started in the nursing home 2 years ago, as well as in other nursing homes, you would hear bells and alarms constantly going off. What has been proven in literature is that really doesn't prevent falls. It can very well promote a fall when an alarm is sounded. We have been working on this program for the last few months. We started on one wing and reduced most of those alarms and

we are now on a second wing. We have not had any falls related to the reduction of alarms. The philosophy of a quieter environment and a more home-like atmosphere is being established and we are pleased with that.

6. Com. Kenney: A couple of weeks ago, you had said that the Certificate of Revival for the nursing home name had been expired. When was it expired?

7. Sandi: That wasn't the 501C3. I do not have that information in front of me. The name of the nursing home was changed about 10 years ago. We are needing to change the name of the facility again. I called Concord to understand the procedure and when I did that, they said that the certificate had expired. I then had to revitalize the certificate and then I will apply for a new name effective when we move into the new home.

8. Com. Kenney: I saw that last year, you filled out an application for the Mtn View Nursing Home name in it.

9. Sandi: That is our name. As far as what has transpired, and again there would be no reason for me to check a certification other than if you are going to do a name change. I have been in the facility for almost two years now as the permanent nursing home administrator and there was no reason to check that unless there was going to be a name change of the facility. Apparently, that is something that is renewed every 5 years, but I am not certain of that time frame. This is done through the Secretary of State, Office of Corporations.

10. Com. Sorensen: Asks if she has any comments on the Delegation Meeting on Monday.

11. Sandi: It was very difficult to be a spectator and watch it occur. I have watched colleagues of mine work so hard. Perhaps not at this meeting, but at others, I feel as though it was almost demoralizing to hear people discuss what we do in the county. I think we all can accept the hard times and the cuts that need to be made. I find that it would be much easier to understand that a budget has to be cut by a certain amount of money, but in my view, there is an attempt to micro-manage in every department. Again, I am talking personally and with my heart.

12. Rep. Babson: I respect your opinion, but in reality, if you were going to say take off a certain amount of money and leave it up to you on how you are going to do it, that would probably be the way to do it without knowing anything about the business. On the other hand, it isn't set up that way. This is the way we have to do it and I don't see any other way, but taking it line item by line item because we are not experts. I think yours is a much better idea. The question then would be what does the Delegation feel is a fair amount of money to cut?

### **Kathy Garry - Business Office**

1. With regard to the next Delegation meeting, Rep. Patten will let us know by noon what the day and time will be.

2. We have talked about the Marketing Program with the website. This Marketing Program has contacted me and they have 7 chapters to the videos that will be on this website to market Carroll County. This includes a welcome. They are going to be creating scripts and chapters. This will start very soon, in the late spring. I would like to include Carroll County Coalition in this process. We will have a link to this on our website. There is not cost to us.

3. I received some additional paperwork from Donna Lane with regard to the CDBG. These need to be signed. They are to submit the claims that the grant needs. We are just the administrator of this process. These are signed by Com. Sorensen.

4. Com. Sorensen: Kathy did a wonderful job on Monday with keeping up with the figures that were being changed. Job well done.

### **Robin Reade - Human Resources**

1. Com. Sorensen: Asks about the website and what is going on with that.

2. Robin: I believe the problem right now is the structure of the site. When we first designed the website, we did not have a budget for it. We took the money where we could and developed the lowest cost alternative that we could. Regarding the new company, Virtual Town Hall, the level of training that we are going to receive and support that we are going to receive is very well. The purchase for this is a one-time design fee. We could add features down the road. There is an annual maintenance fee of about \$2,800. Each department will be trained to maintain the website.

3. Com. Solomon: Asks if this includes video streaming and all administration of the site.

4. Robin: Yes. Regarding the annual breakfast with the Governor's counsel, I only received one response from a Veteran working in the county. I got an email this morning that this person is not able to attend. Nobody else has responded to me.

5. Com. Solomon: That breakfast is being held on Wednesday, April 13<sup>th</sup>. Our Commissioners' meeting time has been changed to 1:00 p.m. instead of 8:15 a.m. on that day.

6. Robin: There is a meeting coming up with Carlene Ferrier on April 1<sup>st</sup> being held here in the Administration building. Are we going to be posting meetings for other people on our website? This one has not been posted as of yet.

7. Com. Sorensen: I am on the board of directors of that group and the Sheriff's Department is heavily involved in that group. That group also has telephone capabilities in this building should a disaster take place. This would be the headquarters for communications and assistance to any and all towns that could be affected. This is going to be a mock procedure to see how the system



would work. I think this meeting should be posted on our website since we are involved.

8. Robin: I had a request from VNA/Hospice. They are putting on seminars in the region to talk about hospice care. What they are looking for is a location/space to provide this meeting. They are doing one in Wolfeboro. They are offering opportunity in the community to come and meet the hospice team, ask questions, etc. I am asking permission for them to use this room.

9. Com. Sorensen: It's ok to use this room.

10. Robin: The insurance quote is out to Underwriting at Local Government. They are the only one that responded to our request. We should have something from them by next week regarding reduced rates for insurance.

11. Com. Kenney: Robin is doing a good job on the non-public minutes. Request that she not use the commissioners first names, but address them commissioners.

12. Com. Sorensen: Thanks Robin for her work. It is very much appreciated. You are the person that has credibility with our employees and they come to you with any complaints. You make some changes to satisfy some of those complaints. I really appreciate all the work that you do for Carroll County and the taxpayers of Carroll County.

### **Public Input**

1. Rep. Babson: Asks Robin if she is the one drawing up the job description for Capt. Meyers.

2. Com. Sorensen: The Sheriff is drawing up the job description. That is then forwarded to Robin.

3. Rep. Babson: Asks how things are coming along with the Coop Extension having a place in the old nursing home.

4. Rep. Sorensen: The bid specifications went out for a Project Coordinator/Construction Manager. It's costing \$1,000 to put that bid out. In two weeks, we will put out the bids for an architect. When the bids come in, that committee will make the decision on who to select to be the project coordinator as well as the architect. They will make a recommendation to the Commissioners on their selection. The due date is April 12<sup>th</sup>.

5. Robin: It has been posted in the Dodge Report, Construction.com and Union Leader starting Thursday.

6. Wiley: What was the percentage increase on this years total budget compared to last years?

7. Com. Sorensen: The proposal made this year was \$26,566.549.00. That was an increase

of 14% over last years adopted budget. We budgeted 10% for health insurance, but we are not sure of those numbers yet. Unemployment increase was tremendous at \$20,000. DEAS was increased by \$195,000 which we have no control over. Insurance was increased by \$200,000.

**Other -**

The Delegation meeting will be held on Monday, March 28<sup>th</sup> at 9:00 a.m.

MOTION: Com. Solomon moves to go into non-public session under RSA-91A for the purpose of legal contract. Com. Kenney seconds this motion. Role-call vote by all commissioners. So voted.

Meeting adjourned at 10:41 a.m.

April Carpenter, Recording Secretary