

Carroll County Commissioners Meeting

Minutes

April 13, 2011

Commissioners Present: David Sorensen, Dorothy Solomon, Asha Kenney

Public: Ed Comeau, Daymond Steer, Maureen Spencer, Daymond Steer, Elizabeth Gillette, Kevin Houle.

Meeting called to order at 1:07 pm by Commissioner Sorensen .

Public

1. Rep. Babson: I noticed on the web page at the bottom of the page is the Field Day from August of last year. Can we take that off and make better use of that space and update with what is going on now with the new nursing home? Can we have a weekly report on how the new nursing home is doing?
2. Com. Solomon: The monthly newsletter gives the updates and there is a link on the web page for that.
3. Com. Sorensen: Asks Stephanie Milbury to take some pictures and post them on the web page.
4. Daymond: Asks if the Commissioners had read the Conway Daily Sun this morning. There is a letter to the editor regarding how Rep. McCarthy called the Commissioners morons.
5. Com. Sorensen: I didn't go to that meeting. I don't know what was said. I have no response.
6. Rep. Babson: I wasn't there, but I don't think that is accurate. I think what Rep. McCarthy was talking about unions and union contracts and how over a period of time, in towns, cities and states, the people negotiating for the taxpayers have opened the flood gates, and said something about "these morons", but he didn't state the Commissioners.
7. Com. Solomon: That was stated in a column he wrote for the Sun. I have no idea what he said at the meeting.
8. Elizabeth Gillette: Introduces herself as Chairman of the Ossipee Conservation Commission. I am here to ask that you support letting the inmates lend a hand as a community service project

to help build an educational kiosk on the new scenic pull off that we have created on Route 16. It will be open as soon as the mud is gone. We are hoping to have the kiosk done by the middle of May. We have the design. We would be very grateful for the help. We will have educational signs explaining the geologic history of Ossipee and wildlife habits.

9. Com. Sorensen: If there are no objections from the other two Commissioners, I think we can approve that. I did talk with Jason Johnson earlier and he felt that he could handle it. We do request that no pictures be taken of the inmates faces. When do you think this will be started?

10. Elizabeth: We would like to start by April 29th. May 2nd, 3rd and 4th will actually be the building dates. Ralph Buchanan will be doing the cutting of the wood and operate the heavy machines. He has a helper that will be supervising the inmates. Thank you for making this resource available.

11. Rep. Babson: Who will be supervising the inmates?

12. Com. Sorensen: A correctional officer will be supervising or Jason will be supervising.

13. Maureen: Asks about the final numbers for the farm after the emergency meeting. What about the pole barn?

14. Com. Sorensen: The pig operation was cut. The pole barn will be done.

Minutes

Corrections for Minutes of 3/23/11 by Com. Kenney:

Reports, #2, Com. Kenney - I get them usually on Tuesday.

The minutes need to be a reflection of what had been said at the meeting.

#4 - Everyone now is making corrections and when the minutes are in, it's already corrected.

#5 - Add - Henry Spencer addresses Com. Solomon - You can't correct the minutes in private.

#6 - Com. Kenney - Delete 501C3, change to Certificate of Revival.

Corrections for Minutes of 3/30/11 by Com. Kenney:

Public, #6, Com. Kenney - With appropriate cuts of the Delegation, I will work with this budget.

#13 - Com. Kenney - He is available 7 days a week, 24 hours a day.

If we are going to cut people's salaries, we need to cut other people's salaries too.

Other, Com. Kenney - I asked if the county logo is copyrighted.

Corrections for Minutes of 3/30/11 by Com. Solomon:

Page 1, We have other people on our campus such as in the Attorney's office.

MOTION: Com. Kenney moves to accept the minutes of 3/23/11 and 3/30/11 as corrected.

Com. Solomon seconds this motion. So voted.

Corrections of Minutes from Emergency Meeting on 3/28/11:

Correct spelling of Melissa Ferland.

Corrections by Com. Solomon - Page 1, Com. Solomon - agencies and then ?. There will be an outcry....

Com. Solomon - correct 40000 to 40,000.

Com. Sorensen - departments. If.....

Period after Cooperative Extension.

Commissioners agree to take 2% of the regional appropriations. There is no indication of what that means. You have to have some numbers. This was an emergency meeting and cuts were made in certain areas. There is no where in the minutes that stated what we concluded. It's very important that those numbers be put into the minutes.

The total added up to \$8,800 being cut from regional appropriations.

Need to add that Kathy Garry suggested reducing the DEAS line by \$100,000.

Melissa Ferland - Commissioners'

She said she would report on the final budget and then interview the departments as to how the budget cuts have affected them. (Com. Kenney states that she did not say that)

Jail, second line, clothing expenses for inmates....

Com. Kenney: That's what I said what we discussed. We were looking at different lines.

Com. Solomon: We did conclude certain lines to be cut.

Com. Kenney: We looked at lines and cut from them.

Com. Solomon: You need to put in the numbers that were cut.

Com. Sorensen: The correct cuts are as noted in the minutes of 3/30/11.

MOTION: Com. Kenney moves to accept the minutes of the Emergency Meeting of 3/28/11 as corrected. Com. Sorensen seconds this motion. So voted.

Reports

1. Com. Solomon: This morning, Com. Sorensen and I attended the Governor and Council's Breakfast at the Merrimack Nursing Home. This particular breakfast honored the Veterans that work for the different counties in the state. We had three representatives from Carroll County who received an award from the Governor: Deputy Paul Dubois, Correction Officer Tracy Newland and Communication Specialist and Shift Lead Deb Newland. It was a beautiful ceremony.

We had a couple of meetings. One was on naming the different households. After a number of discussions, we came up with four names that were recommended by the residents and staff at the nursing home. The four different neighborhood names will be Chocorua, Green, Whittier and Shaw.

We had another meeting yesterday on the 501C3. We are going to have to expand that

committee. The chair of that committee had been Kathy Garry, but she has chose to step down and the new chair for that committee will be Chip Albee. He came up with some very interesting proposals as to how to get some funding. We talked about how when people make donations, how they would be recognized for those donations. At the Merrimack Nursing Home, in their lobby entry, they had a "Giving Tree". On the tree, there were metal leaves, bronze, silver, gold representing the different levels of donations. Their names were on the leaves. I am going to bring that idea to the committee.

2. Com. Kenney: I went to Huggins Hospital last week for a legislative breakfast and the President of Huggins Hospital was talking about how he was concerned about the cuts and how it's going to effect the hospital. I also went last week to an economic council meeting in Tamworth. Yesterday was the first landscaping meeting. There are three people that replied. They said that they will do the design, but they also put it out to bid for contractors. They basically work with the same installers and nurseries. We had a tour inside and outside of the new nursing home. There will be another meeting next month. They will make some sketches and send them to us in May and then we will pick someone for the design.

Com. Kenney asks how the 501C3 committee want about appointing Chip Albee as chairman. Were there minutes taken? Was there a vote?

Com. Solomon replies that there were minutes taken and that there was a vote.

3. Com. Sorensen: We had a subcommittee meeting on Tuesday morning regarding the new nursing home. We are being delayed a little bit. We will not be moving residents over until the beginning of September. There are several small items holding us up. The State is over-worked and they can't give us a permit to open up one of the rooms over at the old nursing home to put our pellet boilers inside.

4. Sandi McKenzie: We are still waiting for the State Fire Marshall's office to give us a read on whether they have to do a full review on that, with looking at schematics. I know that Maria Gonzalez has been communicating with the State Fire Marshall's office on a weekly basis trying to push this forward and to receive a determination.

5. Com. Sorensen: Otherwise, the nursing home is moving along quite well. They have got the first coat of paint on the first and second floors of the East side. Sheet rocking is going up as fast as they can put it up. The first coat of paint is being done on the West side by the end of the week. Roofing is completed. Siding is almost completed. They have the loading dock area to work on.

Will Dewitte - Farm

1. Sewer Dept.- springtime things are being done. Water Dept. - We have been continuing our education. Myself and another employee are required 20 credit hours per 2 year cycle and the

third year employee only needs five. We are almost done with that. Maintenance Dept. - We are looking at starting spring clean up. Last year we rented a sweeper for the parking lots and are looking to do that again this year. Farm - We had a 5,000 bag commitment to the State for campfire wood. That translates into \$13,750. I spoke with our contact and he would now like us to do 8,000 bags, an increase of \$8,250. We budgeted for revenue in the wood category for \$25,000 and I have already sold over \$3,000 in cord wood this year, so it looks like we will make that number and hopefully exceed it. There is also a possibility in the future to increase that more. It's going to be critical to have the barn done by fall this year.

2. Livestock - I am looking toward an educational component to this. I have spoken with Russell Norton and have asked him if we could do an educational program on raising pigs. On Farm Day this year, I would be giving a presentation. We would also plan two other dates to do a presentation. There will be no cost to the county. I would just ask to be able to use a small portion of one of the barns that is not currently being used right now, and he and I will work together and do a presentation. I have given him some of the things that I want to talk about and he put it more into an educational format. (sheets are given to the Commissioners).

3. Com. Sorensen: I think it's fantastic that we can use the county facility as an educational facility for residents of Carroll County. I think it's a great idea.

4. Rep. Babson: Does the Delegation's decision to cut the money for livestock preclude Will from having a couple of pigs here to prepare for his educational presentation?

5. Com. Sorensen: The Delegation did not fund it, they didn't say we couldn't do it. Will is buying the pigs.

6. Will: I am volunteering to provide the pigs, the equipment and the grain that is needed to raise them here. Rep. Babson offered to buy one or two pigs.

7. Com. Kenney: I think it's a great idea, you are very creative and I like the idea of the educational part. I think it will be a success.

8. Will: Farm day will be held on June 30th. There is a meeting on April 27th at 3:30 at the farm shop. We are trying to decide what kind of demonstrations we are going to have. Hopefully, the pigs will be one. Bill Lord from Cooperative Extension will do blueberries. Russell Norton is going to present some things. He asked that when we plant our tomatoes, if he could have the last 40 feet to do his own thing; different types of trellises, ways that you can do your tomatoes, so that on Farm Day they will be ready. We can then have the tomatoes. We are possibly going to have a saw mill coming. Poultry, herbs and preservation are some other things that we would like. The theme is going to be "Backyard Farming". 4H will be there again.

Attorney Tom Dewhurst

1. Atty Dewhurst: I am here to talk about the impound lot. The Delegation cut the \$10,000 to have this done and I am here to ask if you can find the money to do this. We have ongoing cases. There is no security.
2. Com. Sorensen: As the year goes along, if there is extra money, we will put it into the impound lot. Will states that he can still find a way to clear it out. We will need the money to stump it and bring in gravel.
3. Rep. Babson: There was no money appropriated to that. It's not right to take it from some other line item and put it into the impound area.
4. Com. Solomon: We did have an appropriation in the Capital.
5. Com. Sorensen: According to what Rep. McCarthy said and the RSA says, we can put a policy together to any department and say if you go over that particular line item, you have to get permission from the three commissioners to over-expend that line item. They can't go over the bottom line. We have had, in the past, one or two departments go over their bottom line and we had to get permission from the Delegation to get money from another department to put it in. With \$1 in the budget for the impound lot, we can always expend that dollar.
6. Rep. Babson: I believe he said that department heads actually have to get written approval to exceed a line item. This needs to be cleared up.
7. Com. Sorensen: My interpretation was that he encouraged us to put out a policy for department heads that they had to stay within their line items, within their budget and if they went over one line item in that budget, they have to get permission from us to over-expend it.
8. Atty Dewhurst: I need some immediate relief. I have cases, I have directives from State Police that they want cars moved and there are towns with no place to put them.
9. Com. Sorensen: I suggest that people contact the Delegation about this situation. They are the ones that cut it. We will do our best to create a secure impound yard. This has been an ongoing concern for years. We have already spent \$4,500 with White Mountain Survey to make sure that we weren't disturbing any wetlands. They went to the planning board, had a hearing and we just got a letter today from the planning board saying that we should make it wider and cut the trees back further because of the possibility of them falling on our fence, etc.
10. Atty Dewhurst: Another concern is that the construction debris is starting to be part of the evidence area.
11. Will: There is a scrap metal pile over there, but that is going to be moved this spring. The cars are very close to the barn.

12. Com. Sorensen: Our goal is to have an impound yard. We can get started with the farm crew to clear it out. We will need to find the money for stumping and gravel to start.

13. Atty Dewhurst: If we are trying to move forward in some fashion, I think it's appropriate that discussions ensue with the Sheriff for management of this area if we do in fact get it, to include policies which should be adopted for receiving evidence of towns as well as for their obligations on the storage. They should provide the necessary equipment and protection, tarps, etc. for preservation of that evidence. I think that may offset some of the costs. A lot of the cost that is involved in this is security and monitoring, as well as environmental issues. It makes sense to have Policy and Procedures. This is not happening right now.

Sandi McKenzie - MVNH

1. Census: 101. 9 Medicare Residents, 26 Private Pay Residents. 66 Medicaid Residents. One death, two admissions pending.

2. Respiratory Illness: We have closed the C/D wing doors to help remind residents to stay on the unit. Residents without symptoms are certainly allowed to participate in group activities and move around the building. We are delaying new admission at this time due to the illness.

3. Certificate of Need annual report has been completed and submitted. A copy of this report is in the business office.

4. Life Safety/Clinical Inspection for the new building: Beyond the local signoffs - Zoning, Building, Health and Fire (Spoke with Adam Riley today). State/Federal Life Safety and State Clinical Survey (Communicated with Wendy Smigelski today).

5. Red Cross Blood Mobile will be here on April 30th from 9:30 to 2:30.

6. Transition into the new building: Cheryl Delisle, DON, has started working with staff on resident assignment in the new building. Mr. Litchko will be meeting with Rob Horace (dietary) and Cheryl Delisle (nursing) this week.

7. Naming of wings - Theme build upon "Mountain View". Decision has been made for Mount Shaw, Chocorua, Green and Whittier. Mount Washington Valley Room will be the name of the multipurpose room. Adam Riley, OCFD, is working on verifying locations/annunciator panel.

8. Com. Kenney: Are you ordering fresh flowers for the nursing home? I see every time \$50 and \$90 bills.

9. Sandi: Rob Horace from the dietary department orders flowers (they last for about 2 to 2 ½ weeks) for the dining room tables. We did have special Easter arrangements that have been donated over the past few weeks, so we haven't been ordering any flowers. I do not believe that

will be a tradition that we pass on over to the new nursing home as it will be a more home-like environment. Right now, it's a rather sterile kind of area.

10. Com. Kenney: Asks about Valentine's Day flowers for \$50.

11. Sandi: I am not sure exactly, but on Valentine's Day, we had special festivities for nursing home couples that we had. We invited their loved ones into the facility and they had a luncheon.

12. Com. Kenney: I think you should use fake flowers.

Other

1. Com. Sorensen: We have contracts that we need to sign for the jail. The Delegation did approve \$14,450 to either do cleaning of the duct work and vents in the jail or put on two doors. I think the feeling of the Delegation at that time was to do the cleaning of the duct work and vents because of the dust that comes into the jail from the road. I would recommend that we approve the \$14,450 to do the duct work cleaning over at the jail.

MOTION: Com. Solomon moves to approve \$14,450 to do the cleaning of the ducts and vents at the jail. Com. Kenney seconds this motion. So voted.

2. Com. Sorensen: Fire alarm system through Norris Incorporated out of Durham, NH, \$2,032.00. Total cost for one 100% annual system testing and inspection.

MOTION: Com. Solomon moves to approve fire alarm system testing at the jail to Norris Incorporated for \$2,032.00. Com. Kenney seconds this motion. So voted.

Kathy Garry - Business Office

1. Kathy: I have the budget form to be signed for Kathy Vizard from Hale's Location. I also want to remind you to start thinking about the fall conference. We need to get in touch with NHAC.

2. Com. Sorensen: I sent them an email about two weeks ago. You can call her for follow up.

3. Com. Sorensen: We have a contract from Cummings Northeast for the generator at the jail, \$1,598.00 for maintenance.

MOTION: Com. Kenney moves to accept the contract from Cummings Northeast Inc. for maintenance of the generator at the jail for \$1,598.00. Com. Solomon seconds this motion. So voted.

4. Com. Sorensen: I have a continuation of service agreement for maintenance of the boilers a

the jail. The service agreement will extend through March 31, 2012. The fee is \$6,588. I think we should look into somebody local for this. These people are out of Westbrook, Maine. I think we should make a note for next year to look into something a little more reasonable.

5. Com. Kenney: I think we should put that one out for bid.

6. Com. Sorensen: Secure Control for electronics in the jail. Jason says that we should sign this agreement because there is a faulty transformer over there now for the lights. Next year, we will look for someone local. This will cover the piece of equipment that is failing right now. \$11,600.00.

MOTION: Com. Solomon moves to accept the contract from Secure Control for \$11,600.00 for maintenance of electronics at the jail. Com. Sorensen seconds this motion. So voted.

MOTION: Com. Sorensen moves to sign the contract for Cybertron effective April 2, 2011. Com. Solomon seconds this motion. So voted.

The above contracts were signed after voting. Contract for Cybertron is signed.

Robin Reade - Human Resources

1. Robin: We had put out to bid for the project coordinator and construction manager for the renovation of the old nursing home. I have 9 applicants. I only have one formal presentation copy right now. That deadline was yesterday. (These were given to the Commissioners). Some of them were individuals and not companies.

2. Com. Sorensen: We will leave these bids in the office for anyone to look at. Douglas Gordon from N. Chelmsford, MA. Rosenberg Johnson from Meadow Lane Strafford, TX. Sullivan Construction from Bedford, NH. Mamata Shrestha from Madison, WI. Kathleen Conner, Conway, NH. Greg Cole from New Market, NH. Thomas R. Schuck from Reno, TX. Bouen Corporation from Meredith, NH. BPS, our current contractors.

3. Robin: There is another RFP out for the telecommunication system for the new nursing home. That deadline is April 19th. I have received some inquiries and some proposals have started to come in. Some training information has come in. Local Government Center is doing local workshops for officials. There are different dates and times. Some of the topics are Right To Know, Ethics and Conflicts, Public Employment Liability, etc. Regarding the website, I have gotten some information. I was going to have a discussion with Ed. Next week, we can come back up and discuss it.

4. Com. Sorensen: I received a memorandum for the Commissioners from the Sheriff today. Subject: Counsel Representation. Memo is read. Carroll County will not pay for outside counsel for the Sheriff.

Public Input

1. Rep. Babson: Regarding the IT contract that was signed, is that for cable television, etc.?
2. Robin: The RFP that I was referencing is for the telecommunication system which I believe is just the telephone system for the nursing home.
3. Rep. Babson: I have been against the impound yard, but I wouldn't be so strongly opposed to it if it was put in a different location down back.
4. Com. Sorensen: It would be out in the woods off the parking lot mainly so that the Dispatch Center can unlock it and it can be plowed easier, monitoring will be easier.

MOTION: Com. Kenney moves to go into non-public for the purpose of personnel/discipline. Com. Sorensen seconds this motion. Role call vote taken. So voted.

Meeting adjourned at 3:42 p.m.

April Carpenter, Recording Secretary