

DRAFT
Carroll County Commissioner's Meeting
Minutes
July 27, 2011

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

Public: Chip Albee, David Babson, Daymond Steer, Ellie Comeau, Ed Comeau and Linda Dabica

Commissioner Sorensen called the meeting to order at 9:16 am.

Commissioner Sorensen stated that the anticipated increase in turnout by changing our time from 8:15 to 9:15 am has not proven to be successful. He recommended going back to the original time of 8:15 am for the Commissioners' Meeting.

Commissioner Kenney objected to changing the time back to 8:15 am. She thinks it is a short trial and that people need more time. She thinks that 9:15 am is a good time.

Representative Babson would encourage the Commissioners to revert back to the original time of 8:15 am. He finds that the 9:15 am time spoils the whole day.

Commissioner Kenney stated that she did not understand how it spoiled the whole day, as it was only an hour later.

Motion(s)

Commissioner Sorensen made a motion to go back to our original time of 8:15 am. Commissioner Solomon seconded the motion. Commissioner Kenney voted against the motion. The motion passed 2-1.

Commissioner Kenney made a motion to approve the minutes of July 20, 2011. Commissioner Sorensen seconded the motion. Commissioner Solomon abstained. The motion passed 2-1.

Motion(s)

Commissioner Kenney made a motion to approve the non-public minutes of April 27, 2011; June 22, 2011, and July 6, 2011. Commissioner Sorensen seconded the motion to approve the non-public minutes. All minutes were sealed. All were in favor. Motion passed.

Motion(s)

Commissioner Sorensen made a motion to approve the non-public minutes **of April 20, 2011** and to seal those minutes. Commissioner Solomon seconded the motion. Commissioner Kenney abstained. Motion passed.

Commissioner Kenney made a motion to approve the non-public minutes **of June 15, 2011** and to seal those minutes. Commissioner Solomon seconded the motion. Commissioner Sorensen abstained. Motion passed.

Commissioner Kenney stated that she just received the non-public minutes of July 20. She will review them.

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Department Reports

Jason Johnson - HOC

Current population is 48 in-house, 2 week-enders, 120 transfers, 2 electronic monitoring, and 19 on pre-trial release for a total population of 81.

Total number of inmates admitted for the week was 26, 8 of which were repeaters; number of inmates released for the week was 24.

He had to send an inmate to the hospital twice over the last week for a medical emergency. The inmate was cleared and sent back to the facility.

Tomorrow a vendor will be at the jail to look at our security system for proposal for maintenance. He has sent another e-mail to Secure Controls regarding the installation of the second transformer. They have not responded to his July 12th email. He will follow up with them

He took a sentenced inmate into the facility, on an Administrative Transfer from Belknap County, due to staffing conflicts.

He stated that he had four computers go down over the last week. All of these computers were experiencing hard drive failures. Cybertron is in the process of fixing them. Three are back in service.

Commissioner Sorensen noted that the contract with Strogens is a one year contract for the jail, and next year they will look for a contract for the whole complex

Commissioner Kenney asked why we are not doing it this year. Commissioner Sorensen replied that the other contracts do not expire until next year.

Sandi McKenzie - MVNH

The Census for today is 101 residents, of which 7 are Medicare residents, 28 private pay residents and 66 Medicaid residents. We had 1 death, 1 admission pending, and we are working on the 2nd admission.

Time Warner Contract

We had been waiting on our Time Warner contract working on clarity as well as the terms. Basically this is just for cable TV. We have clarity on the contract, but yet are seeing an increase of approximately, \$378.00 per month.

We will be sending out a letter and talking with the residents and families about the \$6.00 per month charge for the television.

Commissioner Kenney asked if a resident chooses not to take the cable, is there another room where they may watch television. Sandi replied that there is, either in their households or the multipurpose room.

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Commissioner Kenney asked if only 25 residents use this do we have to pay for 103 residents?

Sandi replied yes. She further stated that we have 103 residents, 8 households and 1 multipurpose room for a total of 112 for which we will be charged the access fee for those residents. Sandi stated that our current contract will be null and void once we move into the new nursing home and if approved, the new contract would go into effect.

Bob Murray stated that we are getting to the point now that we have to make a decision. We have to get the cable into the new building. They assured us that the rates they are charging are consistent with the industry.

Commissioner Kenney asked if the difference will be made up by the residents and will not affect the budget.

Sandi stated that our last bill was \$651.58, and we will be making up the difference with the residents paying for the use of their television.

Motion

Commissioner Kenney made a motion to approve the contract with Time Warner for \$1030.96 per month for televisions. Commissioner Sorensen seconded the motion. All were in favor. Motion passed.

Bob Murray - Maintenance

Bob and Sandi both recommended WC Huff Company. They both have equal contracts for getting the job done. but there was a \$2000.00 difference in the cost.

Motion

Commissioner Sorensen made a motion to accept WC Huff Company, Wolfeboro, NH contract to move the residents into the new nursing home which will be done in two phases. Commissioner Solomon seconded the motion. All were in favor. Motion passed.

Bob Murray updated the Commissioners on the generator which failed to start last week. We had to call in CAT. All now appears to be working well.

Bob reported on the Waste Management Contract. We are awaiting an answer from Primex as far as insurance is concerned. The wording changes that Attorney Dewhurst recommended, were accepted. Once he hears from Primex he will submit to the Commissioners for their signature.

Vendor Quote Contracts

Bob Murray stated that listed below are all items that are in the general building maintenance. These are all mandated inspections and clearing services that must be done. He invited a number of companies to provide quotes, and his recommendations are as follows:

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The Sprinkler and Fire Pump	Tri-State Fire Protection	\$ 1815.00 annually
Fire Extinguishing and inspection	Tri-State Fire Protection	346.00 annually
Kitchen Hoods and Duct Cleaning Inspection semiannually	Tri-State Fire Protection	
2400.00		
Kitchen Fire Suppression	Tri-State Fire Protection	190.00 annually
Bottom Line	Tri-State Fire Protection w/ 15% discount	<u>\$4038.50</u>
Fire Alarm Monitoring	Knight Security Alarm of Wolfeboro	\$ 288.00
Fire Alarm Maintenance	Knight Security Alarm of Wolfeboro	2990.00
Bottom Line	Knight Security Alarm of Wolfeboro	<u>\$3278.00</u>

Commissioner Kenney asked Bob Murray if he read all of the services that they provide. Bob replied that he had.

Motion(s)

Commissioner Solomon made a motion to accept Tri-State Fire Protection contracts for \$4038.50. Commissioner Sorensen seconded the motion. All were in favor. Motion passed.

Commissioner Solomon made a motion to accept Knight Security Alarm of Wolfeboro contracts for \$3278.00. Commissioner Sorensen seconded the motion. All were in favor. Motion passed.

Chris Conley Sheriff

Commissioner Sorensen asked Sheriff Conley whether or not he validated what Dave Meyers documented on his time sheet for hours worked on IT?

Sheriff Conley stated that the answer to his question was yes, but he would like to know what the underlying question was. The last time he and Commissioner Sorensen talked he said that he intended to give him a quarterly report.

Commissioner Sorensen stated that we are just validating the figures we have in our office.

Commissioner Sorensen asked about the starters for the cruisers, and the question has come up from the general public as to what kind of security does that equipment supply. Can you give us any indication as to why we need the security since we have never heard of any vehicles being stolen?

Sheriff Conley stated he did not know why he was asked to come to this meeting. He had to cancel a training scheduled several months ago to be here, because he was put on public notice again. If the Commissioners have a specific question, he will find out the answer and bring the information back to them. He would like to leave that question, as a question, right now.

Commissioner Sorensen stated that the next time we ask for you to be on the agenda, we will inform you of what we would like to discuss.

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Commissioner Sorensen asked Sheriff Conley if we can expect something in writing from him regarding the security of his vehicles.

Sheriff Conley replied that he is not sure what he wants, but he will develop something and go from there.

Public Input

Ed Comeau asked if he was correct to assume that if anyone from the public had any questions for the Sheriff's Office, they should put it in writing and send to his office ahead of time.

Sheriff Conley stated absolutely not. He is available 24 hours a day, will take any request from the public. Anyone could come to his office any time with questions. His purpose in stating what he did in front of this pulpit was that he would like to come in here with fully developed records, information, details, etc.

Ed Comeau, this is my first online question: The public can go on to my website to ask him a question, and he will actually ask the question for them, if they can't be at the meeting.

First Question is from Daymond Steer - His question was will Captain Meyers get more retirement money because of the conversion from wage to salary?.

Sheriff Conley stated that he would not, because the NH Retirement System is based on a three year average, and he will probably make less this year than he did last year.

Ed Comeau stated that there was some issue about how you calculate time for IT. His suggestion would be to use the security log when one logs in and out of the system to get an accurate assessment of his time.

Representative Babson stated that he asked the question about the car starters. His question is where does security come in. Your answer was for security reasons. He thought it was to warm up the car.

Sheriff Conley stated that yes they remotely will turn on the car. Primary reason is that if the car is left running for whatever reason, once someone touches the car, it will automatically shuts down.

Commissioner Sorensen would like to propose these policies changes by the Commissioners. He would like to get them approved.

1. Department heads and elected officials that anticipate overspending a line item by \$1,000.00 must have the item approved by the Commissioners. The cost of the item within the line item cannot be spread over several line items to absorb the cost unless approved by the Commissioners.

Commissioner asked for a motion to approve this policy. Commissioner Solomon made a motion to approve this policy. Commissioner Sorensen seconded the motion.

Commissioner Sorensen asked if there were any further comments by the public on this

policy.

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County Attorney Dewhurst asked if these policy changes are for the Commissioners or are these for County department heads and elected officials.

Commissioner Sorensen replied that these are here for anybody here on the complex.

Attorney Dewhurst stated that he was just not clear, were these noticed that they were going to be under review for change.

Commissioner Sorensen stated that these had been talked about for over a month; he did not want to bring them up for a vote until all three Commissioners were here. That is why we are bringing it up today. A third Commissioner may be going on vacation. .

Attorney Dewhurst stated that this is the first time he has heard of this, and he wonders if there was a way these policies could be presented for public review or for department input so that we could comment on it.

Commissioner Kenney replied that we should send these proposed policy changes to department heads and elected officials for their review.

Commissioner Sorensen replied that we could do that. Motion tabled.

Commissioner Kenney made a motion to go into non-public session for the purpose of policies and procedures with legal consultation, review of said policies; and personnel. Commissioner Sorensen seconded the motion. Roll Call Vote: Commissioner Sorensen, Commissioner Solomon, Commissioner Kenney. All were in favor.

The meeting was adjourned at 10:45 am.

Respectfully submitted

Sandra Twyon
Recording Secretary