

**Carroll County Commissioners Meeting
Minutes**

August 10, 2011

Commissioners Present: Commissioner Sorenson, Commissioner Solomon, Commissioner Kenney

Others Present: Sandi McKenzie, Jason Johnson, Kathy Garry, Kathleen Maloney, Bob Bird, Linda Dabica.

The meeting was called to order by Commissioner Sorenson at 8:15am

Public Input:

Kathleen Maloney: In the new nursing home I understand there will be new boilers that are computer driven and can communicate with each other. An older boiler will be retained that doesn't have this capability. I have been told by an engineer that this will increase costs later on. What is the rationale behind doing this?

Bob Murray: They are not entirely computer driven. The energy management system is computer driven and will record the outdoor air temperature, the boiler water temperature and calculates what the demand should be. It will then turn on individual boilers based on that demand. The boilers themselves are not computerized. The computer control system will determine which boiler to call on and that boiler will come up to temperature whether the boiler is new or the older one.

Sandi McKenzie, Bob Murray, MVNH

Sandi McKenzie: Two residents coming for tours today, one admission. Coordination of efforts on new building, coming together. Meeting with Chief of Ossipee Fire and Dave Senecal as they are the ones that need to sign off on health, zoning and fire prior to state coming in.

In the next couple of weeks the appropriate agencies will be testing the fire system, firing up kitchen, checking gas connections, wall covering being put up next week, concrete is finishing that off today. It is a coordinated effort to make sure all utilities are up and running. Need to do all this and have documentation to show the State that we are prepared to move in to new building.

Commissioner Sorenson: How is the committee on moving residents on the 13th?

Sandi: It's working well. The Dept. Heads meet every Thursday in regard to the whole move, making sure the smallest detail is covered. The focus now is for Patty Cain to orient the volunteers and staff on fire and evacuation drills and building concepts.

Volunteers will be contacted soon to set up a meeting.

Commissioner Sorenson: Is there an effort for those residents who are mobile to go over before the move and see their rooms?

Sandi: yes, that will be coordinated and families will also be invited. Maps/diagrams will be supplied. There will be two Open houses for them prior to moving in.

Commissioner Solomon: Are all the rooms allotted?

Sandi: We are not saying who is assigned to what rooms yet due to last minute changes. Social Service, LNA's, etc are working on who will be where in regard to rooms. If some

do not like where their room is, problems and concerns will be put on list to address.

Commissioner Solomon: Concerned with residents with dementia

Sandi: Those that are cognizant have more concerns than those with dementia.

Commissioner Sorensen: Will residents be concerned with not having roommates?

Sandi: There is some concern, loneliness, but the room mate is generally in the same unit. Overall, everyone is very excited. Some residents want to go shop at Wal-Mart for their new rooms.

Discussion with lead surveyors, team of 5, several from the State and several from the Federal side will be there together because it is a new building. It is for the ease of the survey and for all questions asked everyone will be given the same answer. Doing it this way will help have a smoother process.

One of the surveyors heard that we were opening this week, Sandi assured the state they were not so we discussed the survey process and lead surveyor said there is almost always an issue that delays opening. No matter how well the job was done, there will always be some issues that are identified. Comm. Solomon asked if they are looking for something specific. No, they are just following the law. That is what we expect and we need to be prepared, we do have a secondary date of September 6th if something arises on the August 30th. EGA, BPS, Adam Riley, Dave Senecal will be there on the 30th when we start, setting a positive tone.

Commissioner Kenney: Do you know if the TV's for activity rooms have been purchased?

Sandi: Not yet, there is no where to put them so, we have to be careful in are ordering. They will be here by the 30th. Commissioners voted last week on the TV's last week that is in the budget, but you will not see a bill for a while. We will begin moving the new furniture in on August 22nd. Timing is everything at this point.

Commissioner Sorensen: Anything else that needs to be done for the old building?

Bob: You have all the information so far.

Commissioner Sorensen: Review and approval of the minutes for August 3rd?

Commissioner Kenney: What was the motion made by Commissioner Sorenson approving funds for projected costs for new equipment needs and \$20k for what? Is that for TV's? What is the motion all about?

Commissioner Solomon: There were various things including the TV's.

Kathleen Maloney: Sentences are awkward on when furnishings will be delivered.

Kathy Garry: The 3rd week of August.

Discussion on when installation of window treatments, furnishings, tubs, toilets, etc. Listed in minutes.

Corrections: Damon Steer not Steale. Page 4, sentence 8, 3rd line, second sentence (missing an I before Manchester). Also, page 5, different than, not then. Went with movers out of Wolfeboro, not Conway.

Commissioner Sorensen made motion to approve minutes of August 3, 2011 as corrected. Commissioner Solomon seconded. Commissioner Kenney abstained. So voted

Kathy Garry, Business Office

Kathy Garry: Jerry sent out advertising for heating and cooling bids, received one response by deadline. \$21,535 is the only bid. We have \$25,000 left in budget for the project. Please with that group who replied. We have worked with them before.

Commissioner Sorensen: This was done by the group who did the survey on the lighting, etc. Any feedback from U-Source on electric? Check with them.

Commissioner Sorensen made motion to approve this bid from the company out of Manchester and Woburn Mass. Control Technologies to install heat and cooling upgrade for the administration building...

Commissioner Solomon seconded motion, All in favor. So voted.

Kathy Garry: Met with Peggy at Association of Counties, would like to have an office meeting so everyone knows what our roll is. The bags will be donated, will show you pictures later so we can make a decision. They are well organized. Meal tickets, name tags, need to work together to organize this. Names tags for each different county. She will send a template. Asked her what is in bags, what goes in to bags?

Commissioner Solomon: Dot Seibel will get coupons for different attractions. We should schedule time for people to shop.

Kathy: Sent out to various vendors for bag stuffers.

Commissioner Sorensen: We found it half the cost to hold it in No.Conway. NHaCo. Budgets money for the hosting County to stay, it is not County money. Some company is going to hold a reception, drink coupons, etc.

Kathy: Have planning meeting after ribbon cutting for new home, after September 15th. Convention is October 24th and 25th. Set up before that. Room rate is \$70 by the 23rd of September.

Sandy, Lisa, and Kathy sat down to discuss ribbon cutting ceremony. A list of the invitees was given to Comm. Solomon and Comm. Kenney. Sheriff has been notified for traffic control. Commissioners need to act on landscape contract today.

Discussion of elected officials invited for tours of building, notification first to reserve date and invitation to follow. Certain households to be viewed, not whole building. Parking, bus shuttle.

Commissioner Sorensen: Be sure to invite the CON board Susan Palmer-Terry. You are running all the bills with BPS, all up to date and adjusted. Setting up meeting for cost estimate.

Kathy: Will be getting a July bill everything else up to date.

Jason Johnson, CCHOC

53 in house, 1 weekender, 8 transfers, 2 electronic monitoring, 20 PTR, total 84. Took in 27 last week, 11 repeat offenders, 23 released. Repeater charges: 1 Indecent exposure breach of bail booked 2 times this year, 1 reckless conduct, booked 10 times in 6 years, 1 Aggravated DWI booked 3 times in 9 years, 1 Warrant booked 5 times in 14 years, Protective custody booked 2 times this year, 1 endangering the welfare of a child, simple assault x4, resisting arrest, criminal mischief, controlled drug act, and protective custody booked 2 times in 2 years. 1 electronic bench warrant booked 4 times in 2 years. 1 electronic bench warrant booked 2 times in 7 years. 1 open container, controlled drug act,

disobeying a police officer, operating after suspension booked 18 times in 17 years. 1 Controlled drug act booked 2 times this year. 1 reckless conduct, simple assault x3, false imprisonment x3, stalking, and breach of bail booked 2 times this year.

Sub-committee meeting scheduled for 9am on Friday the 19th. Contacted three fencing companies for the loading dock area. Received three estimates and spoke to TDK out of Conway; they will be doing the repairs for \$650. Spoke to Secure Controls and they will have someone here in next two weeks to do transformer install.

Last Thursday had a supervisors meeting to discuss new mission statement and implement a vision statement and core values. Each of four shifts will develop a new mission/vision statement and core values. At the September meeting we will discuss them and select the top few and put it out to department for vote. It will then be updated as mission statement and incorporated as vision statement. Friday night sent an inmate to hospital. He was treated and released back to the facility.

Commissioner Sorensen: Sub-committee meeting on the 19th regarding health benefits. I hope Rep. Babson looks at the whole package, not just what these two gentlemen had prepared. The overall picture, have the information sent out to them before the meeting. What is the repair to fence?

Jason: Loading dock fence was damaged during snow removal last winter.

Commissioner Sorensen: National Institute of Correction is not going to look at our total policy package?

Jason: I mailed out 15 sample policies out of the policy manual. Attorney will review the whole thing. They are all burnt to a disc. Estimate of about \$5,000 for 30 hours work. Review standards of NH law. Should have them back by the middle of next month. Down two correctional officers. Advertised. Still have not filled nursing position.

Commissioner Kenney: Made motion to approve the non-public minutes from Wednesday, July 20, 2011 and have them remain sealed. Commissioner Sorenson seconded the motion. All in favor, so voted.

Commissioner Kenney made motion to approve the non-public minutes from May 18, 2011.

Commissioner Sorensen would like to act on the minutes for May 18, 2011 next week.

Robin Reade, HR

Robin: Steve Murray cannot be here until 10am.

Commissioner Sorensen: Is there any other business to be discussed this morning.

Commissioner Kenney: Cannot release non-public minutes from January – June because of ongoing issues.

Commissioner Sorensen: We will be going into non-public for personnel at nursing home and security at jail. Legal consultation with Steve Murray.

Commissioner Sorensen made motion to go into non-public session pursuant to RSA 91-A Commissioner Kenney seconded the motion. All in favor. So voted.

Into Non-public session at 9:30am.

Roll call:

Commissioner Kenney

Commissioner Solomon

Commissioner Sorensen

Into non-public