

## Carroll County Commissioners Meeting Minutes

August 17, 2011

**Commissioners Present:** Commissioner Sorenson, Commissioner Solomon, Commissioner Kenney

**Others Present:** Will DeWitte, Sandi McKenzie, Jason Johnson, Chip Albee, David Babson, Ed Comeau, Daymond Steer.

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

### **Public Input:**

**David B.:** I attended the Co-op Ext. Advisory Meeting Tues. night and folks were concerned about what the vote from the Delegation will be on Monday. Will you be presenting the estimated costs for re-doing the old nursing home? Will the Delegation be voting on whether the Co-op Ext. will be moving in or not? It will be \$1 million more for the Fiber Optic line. They need to know where that line will be run.

**Comm. Sorenson:** The Delegation has voted twice over the years and the majority of the commissioners agree that Co-op Ext. should be here on campus. If the core and two wings remain I think the estimate will be a lot more than we anticipated.

**David B.:** At the end of this year Co-Op Ext. will have 18 open positions. How can you run a program like that? The quote that Bob Murray sent for maintenance services was too high at \$13k. We're not trying to make a profit and they are not paying anywhere near that now.

**Comm. Sorenson:** It's negotiable. I haven't talked with Bob about that yet. Comm. George Maglaras is still interested in regionalizing the Co-op Ext., having Belknap and Strafford pay a fee to Carroll to be the regional site.

**David B.:** These folks are booked solid with just Carroll County. It won't work.

**Chip:** Was there any feedback in the financial information I sent to you? I neglected to put in the idea of eliminating the building. In addition to the demolition cost of approximately \$300k, you still have to build something for the pellet boiler, roughly another \$100k, the rent from the co-operative extension you will lose. Either way it will be costly. Re-constructing part or all of the existing building gives you a lot more space for a lot less money. At one point there was talk of putting a daycare in there or using the kitchen area for a small catering company, this business model can be very profitable.

**Comm. Sorenson:** The daycare idea is a good one, and could be run privately, not by the County. Sandi, do we know how many employees at the nursing home would utilize this service?

**Sandi:** I can find out.

**Chip:** You can hear a small group of people starting to talk about privatizing the nursing home again. This does not serve the 40 thousand people of Carroll County. The business model that is in play at the nursing home is working. There's a point below in which you cannot shrink government and have it work efficiently. You end up getting smaller and it costs you more money.

**Comm. Sorenson:** I don't have a cost of what it will be to take down the whole building.

Discussion of the original conversation of the Delegation and it was always the two wings would be taken down. \$100k was a figure that was pulled out of the air and there was nothing to base it on at that time.

**Comm. Kenney motioned to approve the minutes of August 10, 2011. Comm. Solomon seconded. All in favor. So voted.**

**Comm. Solomon motioned to approve the non-public minutes of August 3, 2011.**

**Comm. Sorensen seconded. Comm. Kenney abstained, absent that day. So voted.**

**Comm. Kenney motioned to approve the non-public minutes of May 18, 2011.**

**Comm. Sorensen seconded. All in favor. So voted.**

### **Non-public minutes remained sealed.**

**Sandi:** The state is coming for survey on Aug. 30<sup>th</sup> and we needed carpet at that time. We are still waiting on window treatments. Some materials have been discontinued. Mills aren't stocking items for custom jobs due to economy.

**David B.:** The architects decided the carpet wasn't suitable for the home?

**Sandi:** That carpet was pulled in manufacturing and not even sent to us. Final paving will be completed today. Internal signage put up on Monday, still laying flooring. Kitchen startup went well. We have been doing walk through with punch lists, that is going well. Time Warner was here at 4am. today, to make the final connection for cable.

### **Discussion about the tour for the vendor opening.**

**Chip:** When will the pellet boilers be showing up?

**Comm. Sorensen:** September. The pad is poured, and ready to go.

**Comm. Solomon:** The Delegation sub-committee met Monday, August 15, 2011. Topics discussed were approval of items from one budget line to another. I talked with Betsy Miller of NHACo to see how other counties handled this. Betsy will poll the other counties and get back to me. I was asked to find a speaker for the opening ceremonies for the annual Assoc. of Counties Conference. I have asked Mary Morin, a veteran's counselor and she has offered to speak at our conference. I have also contacted Governor Lynch's office to commit to coming to the event and they will get back to us on it.

**Comm. Sorensen:** I was asked by the NHACo nominating committee to be nominated to be President for NHACo for the next two years. Both Comm. Solomon and Comm. Kenney asked to be on the committee, need clarification from Betsy Miller on who it will be.

### **Will DeWitte, FARM**

Water was hooked up in the village last week. Rep. McConkey's company was working on it and it went fine. As of last night, 1,053 pints of blueberries were sold at \$2.00 pint. Wood revenue will meet or exceed last year, hay will be close. A first cut was done and waiting to do second cut with better results. Produce will exceed last year's sales. Barring any major issues we will hit our projected numbers or exceed them again this year. Old garage has been repaired and repainted. Water testing was done and taken to

Concord. The nursing home needs those numbers for the move and survey.

Sandi and Will discussed the water issues.

**Will:** We have sold about 5,000 bags of firewood and 3,000 are left in the barn. By end of August early September they will take the rest.

**Comm. Sorensen:** Do you anticipate increasing this in the future?

**Will:** Last year was 5,000 this year was 8,000 next year we could possibly increase it to 10,000-12,000.

**Will:** I have brought in 5 log length loads this year. We have spent half of that line item. I'm hoping Wendy will get a good cut this year so we don't have to bring in wood.

**Comm. Solomon:** The cost of wood has gone up? Would that be a result of the paper mills up north re-opening?

**Will:** That would be a good question for Wendy. Firewood is based on pulp prices and it has gone up \$200 a load which is around 11 cords.

**David B.:** What happened to Will's request for an appropriation for a pole barn?

**Will:** I originally asked for 10k to build a pole barn and Rep. McConkey made a motion to cut that in half and \$5k was what was given. We haven't fully got that developed, due to other projects. I'm hoping to at least get the concrete done this fall.

#### **Steve Murray, Asst. County Attorney**

**Steve:** We got the check for \$59,000.00 plus from the title company and as we discussed last week my time was only \$290.00.

**Dave B.:** What was the collection for?

**Steve:** A bill at the nursing home had been secured by a lien on property that we were able to collect when the property was sold. We got the check and discharged the mortgage and we had to pay less than \$300.00 in costs. The check was sent to the nursing home.

#### **Sandi McKenzie, Bob Murray, Rob Horace, MVNH**

**Sandi:** The census is 103 today. 9 Medicare residents, 19 private pay residents and 75 Medicaid residents. The shift is the Medicaid pending were still in the private pay column, now they are Medicaid residents.

Adam Riley and Dave Senecal will be present for the sign off on Thursday. Furniture will be arriving next week on Monday. Two tractor trailers with beds and mattresses. The Joerns and Executive furniture will arrive next Wednesday. The nurse call system is being setup as well as the secure care system for the doors. The tubs and the spas will be setup on Monday. We started education on fire safety this past week and all staff will be educated next week on the nurse call system. We have to show the State that everyone has been educated prior to the move. Address change letters will go out at the end of this week to vendors. A map of the new building is attached. There is an Administrative component as well as a construction component getting into the new home. Maps will be available for visitors at the reception desk.

**Comm. Kenney:** On the second floor, why are there room numbers 263-275?

**Sandi:** Every room needs to be numbered.

**Bob:** The number starts on the first floor in the west wing at 100 and goes around the block. On the second floor the numbers mirror image the numbers on the first floor in the

two hundreds.

**Sandi:** Every room in the facility is numbered and that is done for fire safety.

**Rob:** I have application for a meals tax operator's license. This needs to be approved and the principals listed. There is a \$5.00 fee for the license. This will give me the appropriate license to run the café.

Commissioners need to put their physical address and sign the document.

**Comm. Solomon made a motion to sign the Room and Meals tax license form.**

**Comm. Sorensen seconded the motion. All in favor. So voted.**

**Dave B.:** Is this because we are selling food?

**Rob:** Yes, it is a restaurant operator's license because we will be selling food.

**Bob:** The pest control contract you asked about last week cannot be merged because they are separate buildings. They will hold the price on the jail and nursing home for 2 years. It can't be written up as a single contract for the Complex.

**Dave B.:** What is the advantage if the contract is for one year and he will hold it for two years? We won't get into any legal issues at the end of one year for not bidding out?

**Bob:** We can still do that at the end of one year, but this company will honor the price for two years. We are not committing ourselves for a second year. The other bids will be kept on file.

**Comm. Solomon made a motion to accept Integrated Pest Management for pest control. Comm. Sorensen seconded. All in favor. So voted.**

**Comm. Sorensen:** Where are we on Waste Management?

**Bob:** The contract has been signed the equipment has been ordered. The equipment will be delayed. We will use open containers for the first week. They did offer us a used piece of equipment, but we wanted the new equipment. That is the delay.

**Rob:** The kitchen is moving right along. The coffee brewers are being installed this morning. There will be one in each household and in the café.

**Chip:** Hopefully we have the padding in the elevators and there is going to be a considerable amount of cardboard and provisions were made for that.

**Bob:** We have padding. We have a container and will have it emptied as necessary.

**Comm. Sorensen:** Where are we in the hiring process?

**Bob:** I have hired one and he will start Labor Day. The second one I will hire once we have been in the building a few weeks and we get familiar with everything.

**Comm. Solomon:** Are any more volunteers needed for Monday?

**Sandi:** We need help unloading the mattresses, take them to the households, disassemble and put them together again.

**Comm. Sorensen:** Are we liable if any of these volunteers hurt themselves?

**Sandi:** Currently we are working with the jail and inmates. We are hoping to only utilize county folks. The open house will have tour guides and we will partner volunteers with a staff member, so if there are any issues.

**Jason Johnson, Supt. CCDOC**

**Comm. Sorensen:** How many inmates will be helping out on Monday?

**Jason:** Will is taking 4 or 5 and one of the female officers will be taking some female inmates over.

Current population is 51 in house, 1 weekender, 8 transfers, 2 electronic monitor, and 20 on pre-trial release for a total population of 82.

Total number admitted inmates for the week was 20 (6 repeaters) and total number of released inmates for the week was 25.

Repeater Charges:

1 in for un-authorized use of a propelled vehicle, resisting arrest, criminal mischief, protective custody, and probation violation. Booked 12 times in 3 years.

1 in for reckless conduct. Booked 3 times in 2 years.

1 in for arrest warrant. Booked 3 times in 2 years.

1 in for protective custody. Booked 5 times in 9 years.

1 in for criminal mischief x 2, breach of bail, and protective custody. Booked 3 times this year.

1 in for disobeying a police officer. Booked 2 times in 2 years.

**Jason:** Saturday night an inmate was sent out to the hospital and again sent on Monday and Tuesday. Each time he was treated and returned to the facility. He has a re-occurring medical condition. I have a meeting with Northern Human Services today at 11am to discuss them providing substance abuse and mental health services for the jail.

**Jason:** I have the 2<sup>nd</sup> quarter report and the budget is at 45%. Overtime is at 92%.

We have several people out on FMLA and Worker's Comp. We have just hired two additional officers and we have one more to fill.

**Comm. Sorensen:** Do you foresee spending more on overtime this year?

**Jason:** Unfortunately, yes. Staffing is down with vacation and sick time and until I get some of these people back there will be overtime.

**Comm. Solomon:** If you had someone on duty during evening hours would this inmate still have to be sent out?

**Jason:** Based on his condition, yes he would still have to go out.

**Dave B.:** Last week you asked us to look at the Health Benefits at the jail sub-committee meeting. What exactly do you want me to ask?

**Comm. Sorensen:** I want the sub-committee to look at the total package of health. We have had two vendors in and I think the sub-committee needs to be educated on this.

That is a prime concern because we don't have coverage certain times of the day.

**Dave B.:** We covered this in our pre-budget hearings so they are well educated, the only thing new is the presentation by the two MD's. We definitely should be informed of the one inmate causing the overtime.

**Comm. Sorensen:** David, would you ask Friday what location these inmates are coming from, their home town.

**Robin Reade, Human Resources**

**Robin:** The budget policy that was sent out to Dept. Heads and Elected Officials did not generate any feedback.

Comm. Solomon had one response from the Sheriff and she will send it to Robin for review.

Robin handed out three designs for the new website for review, and was looking for feedback on content, color and ease of use of buttons and drop-down menu's within the frame. Discussion ensued.

**Chip:** Who is going to maintain the website?

**Robin:** Stephenie Milbury, me, Mike Fowler and Lisa Howard will be maintaining the website content.

Commissioners and public support the second design of the website and would like the logo to remain on the top of the page and center Carroll County New Hampshire. Ed Comeau stated what is important is the minutes and agendas and whether they will be available. Comm. Solomon said to keep a year's worth of data.

**Ed:** Is the Sheriff's Dept. going to look the same or is it going to be a totally different website?

**Robin:** Their site is totally different, whether they want to participate is up to them, or just be a link off this site.

**Chip:** How does the participation in the website fall under the rubric of law enforcement activity? Can he even say he will or will not participate in it?

Discussion about putting the budget on the website and what format.

Robin updated the commissioners on CGI Communications and the video tour that is going to be on the county website. They are seven, one minute segments and 4 topics are pre-arranged, but the county picks the other 3 topics. The segments are, Welcome from the Commissioners, Education, Quality of Life, and Real Estate-Relocation.

Discussion on other topics for the three remaining segments. Chip suggested on going to the Carroll County Collaborative as they have done a lot of this work already. CGI will be up the second week in October to shoot footage for the video. The commissioners need to pick the other three segment topics for the video.

**Comm. Sorensen:** We have had a preliminary meeting with our union negotiating lawyer and Dept. Heads will be meeting to discuss changes they would like to see in the contracts.

**Robin:** Discussed getting the Health Committee back together in September. There is a seminar regarding group benefits in Manchester late September and IPG Group would like to come up and speak to our committee. Some of the services that Primex handles for us, such as COBRA and our FSA administration, need to be addressed. Some of these companies can speak to these services.

**Robin:** I spoke with Carl Weber and they are going to have a series of seminars in the fall. I can reach out to Harvard Pilgrim directly.

**Comm. Solomon:** Has there been any further discussion on pooling?

**Comm. Sorensen:** NHACo stated it would take at least 2 years to put that together.

**Comm. Solomon:** One of the companies many counties use is having legal issues at this time. I thought many people would be more interested in pooling at this time.

**Public Input:**

**Chip:** Keep in mind the insurance issue when negotiating your contracts by establishing the criteria for benefits. At one point I was asked to put into writing the usage for the old nursing home. The individuals that are in favor of reducing the old building to nothing have not been asked to put their view in writing. This should have their intent on housing the pellet boiler, laundry, and cost of rental for Co-op Ext. If Rep. McConkey or Comm. Kenney want to present that as their position let's see the financial ramifications of such a move.

**Comm. Kenney:** Mr. Albee, I received an email from you and I would like to know who authors the numbers, you come up with several numbers.

**Chip:** I authored them. I wouldn't have sent it to you from someone else. I understand other people have done that.

**Comm. Kenney:** Where are the numbers coming from. Did you make them up?

**Chip:** No. I am as expert as you are going to find in this room at any given time in creating financial model that reflects reality. I have done business plans and models and some have succeeded.

**Comm. Sorensen:** It is about time that someone else came up with ideas for opportunities for the old building. It shouldn't be all on the commissioners.

**Dave B.:** Mr. Albee has a good idea and I would like to see the commissioners do the same thing. The two commissioners come up with figures and the one opposed come up with her figures on how it will paid for the cost of taking down the building.

**Chip:** There will be no increase in taxes for the next two years. It's not about taxes going up and down, but about utilizing space and county money efficiently.

**Daymond:** What was your take on the Delegation Policy sub-committee?

**Dave B.:** I just went as a member of the public. Things were accomplished, but not a lot.

**Comm. Solomon:** I reported on that earlier today and other items they spoke of.

Discussion of the sub-committee meeting and issues that were brought up during that meeting and the follow-up Dorothy was asked to do on whether or not other counties allow transfer of funds between line items within the same account, without Delegation approval. This question was posed to Betsy Miller, NHACo. One county, Coos, does do this and it works fine there.

**Dave B.:** Last week Comm. Kenney stated she would not release non-public minutes. We haven't seen any released for eight or ten months now.

**Comm. Sorensen:** We will have the County Attorney in to explain the legality of releasing non-public minutes.

**Comm. Kenney:** If it will cause damage to the county or an individual it should not be released.

**Daymond:** In regard to moving money between line items, if you're not allowed to manage the county money, why do we have County Commissioners?

**Comm. Sorensen:** We act on a lot more things than the line items. It tightens up the budget.

**Dave B.:** Maybe they could vote by phone or email.

**Comm. Solomon:** Rep. Merrow brought up that time could be an issue. More discussion on this issue. How it should be handled, and the issue with the Sheriff's Dept. giving receipts for purchases after they have already been done. Examples of purchases were given by Comm. Sorensen.

**Chip:** The current Sheriff and the one previous feel they have a constitutional authority that exceeds the commission when it comes to their department. They don't feel they have to answer to them, but only to the Delegation once a year. The other county departments are not operating this way. Their purchases come through the commissioners first.

**Comm. Sorensen:** We will be going into non-public for personnel, discipline.

**Comm Solomon made motion to go into non-public session pursuant to RSA 91-A. Comm. Sorensen seconded the motion. Roll call. All in favor. So voted.**

**Into Non-public session at 10:25am.**