

DRAFT
Carroll County Commissioners' Meeting
Minutes
October 19, 2011

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

Representatives: David Babson and Harry Merrow.

Public: Ed Comeau, Kathleen Maloney, Maureen Spencer, Henry Spencer, Maynard Thompson

Commissioner Sorensen called the meeting to order at 8:30 a.m.

Public Input

Representative Babson: Mr. Chairman, Representative McCarthy sent an email around saying that it was going to cost \$3,000,000.00 to revamp the old nursing home for the heating system. I told him he probably put the decimal point in the wrong place. What is the correct figure?

Commissioner Sorensen: The only estimate that we got last week from BPS was close to \$300,000.00 to redo the building; putting in the doors, take out the tile, put in a new ceiling, and the biggest item was connecting it to the system. Right now, the pipes go to the building and that is it.

Commissioner Kenney: I thought I got an email that it was \$162,000.00 from Agnew.
Commissioner Sorensen: That is the balance due on the furnaces. The grant takes care of his services.

Commissioner Kenney: We are talking only about \$300,000.00. The connection only costs \$300,000.00. **Commissioner Solomon:** Various pieces of work have to go into the final connection.

Representative Babson: What I am trying to establish is that BPS gave the Commissioners an estimate to redo the building.

Commissioner Sorensen: No, their quote was to redo the boiler room; it was a separate item with a separate budget close to \$300,000.00.

Representative Babson: When the Building Committee decided to do this, didn't anyone think to ask how much it would cost to tie into the system.

Commissioner Sorensen: I do not know the answer to that question. I was surprised when I saw their estimate. That is strictly an estimate, we have not agreed to it.

Commissioner Kenney: Where would the money come out from?. **Commissioner Sorensen:** It would come from the new nursing home contingency fund. Let us not get this blown out of proportion here. This is strictly an estimate that BPS came up with, whether that is the final figure is yet to be decided. I am not going to support it, if it is.

Representative Babson: If you do not accept it Commissioner, what can be done to change it? You have the pipe there; you are going to have to put the heater in there.

Commissioner Sorensen: When we get the itemized figure as to what that represents, we will better able to understand it.

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Representative Babson: Commissioner Sorensen, I gave you the new plan from the Cooperative Extension that was presented to us on Monday. They are having three of those gatherings around the state. Mr. Spencer and I attended this meeting. They said they were going to meet with the Association of NH Counties Conference on Monday. I strongly recommended that all the three Commissioners be there.

Henry Spencer: Commissioners, because of budget cuts, everyone is going to be the same as far as staffing in every office. Some people will be responsible for disseminating information through the entire state, not just a particular county. They are also going to attempt to maximize using the web to disseminate information. Half the questions we got were from people who work there. What is going to happen is that they are going to ask a certain amount of money to support this office. They called it an "Office Package." They are attempting to get this together because they had an existing organization that all of a sudden had 45% cut out of their budget. Please refer to www.governmentoversite.com.

Reports

Commissioner Solomon: Yesterday, I was at a Carroll County Regional Coordinating Council Strategic Planning Session. This had to do with transportation. I will preface this by saying that the six route buses will be going on-line within the next six weeks. The hang-up has been taken care of and they are going to be hiring and training bus drivers. Basically what the meeting was about the transportation system, not just the buses we have, but also various other transportation needs, RSVP, all of these services agencies that we have that take people to and from their destinations. We discussed how we get all of these services into a package so that the entire county will know what is available to them and how they can access what they need. What they are trying to do is to connect all available transportation systems, so that if you wanted to go from Carroll County to Rochester, you would know how that would work.

There is a Grant that comes from the Federal Government and somebody has to take the money and distribute it. It cannot be Tri- County Cap because they are running the system and cannot do this. They wanted to know if the County would do this. Since we do this for other agencies, it seemed to be something we could do. There is a 5% fee that we would receive to handle the program. This is not set in stone, as they have not gone out the grant at this time. Please refer to www.governmentoversite.com

Department Reports

Will DeWitte Farm

Will: We have been working cutting wood, and just about finished completing our orders for our customers. We have had a real increase in our wood orders. Commissioner Sorensen: Is this dry wood or wet wood? Will: I call it seasoned wood as it has been sitting out there for over a year, in log length. I would want it cut and dried for over a year before I would consider it dry wood.

There were major leaks in the pig barn. We had some money in our maintenance funds for the building and bought the materials we needed. . Some of the inmates were roofers, and they helped me do the repair work. I have to give them the credit for doing most of the work. It has since rained and there are no leaks in the pig barn.

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The Sewer Department has spent a lot of time here. We had to replace the motor on the grinder. A representative came out, and when he pulled out the motor, we realized how easy it was to remove, so we ordered the material and installed it ourselves. The cost for the motor was \$1000.00, which we had, in our budgeted maintenance and repair line.

The tanks were pumped for the second time this year. We usually do it later in the year, but because of the problems with the grinder, we had it cleaned out earlier.

Will: Mr. Brown did some research on the cost of snow blowers. I have some estimates on my desk for approximately \$2000.00 for the Airens, and because we are a municipality, we get a larger discount than what was quoted to Mr. Brown.

Maureen Spencer: Is Will getting the snow blower that he needs? Commissioner Sorensen: That has not been decided yet as there are other possibilities of a tractor and a snow blower on the tractor. The Delegation has to approve what Will needs.

Kathy Armstrong Business Office

Commissioner Sorensen: A couple of weeks ago there were questions raised regarding what we are paying for propane, how much are we using, when it is delivered and where we purchased it from. I asked Kathy Armstrong to be here to answer some of these questions.

Kathy: We purchased it from Country Gas, which is part of Eastern Propane. In order to keep the costs low, the amount changes every load whatever the going rate is, is what we get charged. The last price we paid was \$2.00167 per gallon, but it changes. At the beginning of the year it was \$2.21652; now the most recent bill I paid was \$2.03384 per gallon. Loads are usually 9500 gallons when we get a delivery. During the heating season, we get those loads (9500 gallons) every other week to a cost of \$20,000.00.

Representative Babson: We pay that rate and have to pay it to Eastern because they own the tank. What is that price based on? They know we cannot go out to bid because we own the tank. Maybe it is time to consider purchasing our own tank and going out to bid.

Kathy: I can contact Dennis Gagne and ask him to put in writing how they justify their pricing. It is very complex with his method of calculating.

Discussion ensued.

Commissioner Sorensen: Asked Kathy to check with other gas companies and ascertain what the cost would be to deliver it us. When you are on the phone with Eastern find out what it would cost to purchase that tank.

Jason Johnson HOC

Current population is 52 in-house, 0 weekenders, 8 transfers, 4 out on electronic monitor 18 on pretrial release for a total population of 82.

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Jason: Based on the RFP process for the Sallyport Doors and the caulking, I had one response for the doors. I would like to award the doors to DSI who came in \$3,000.00 less than the only response that we had and that was \$10,000.00 to do Sallyport Doors this year. I would like to take that out of my maintenance line. With respect to the caulking, I would like to have Streamline Waterproofing and Caulking begin work on replacing the caulking for about \$12,000.00. Total cost for the doors and caulking work to be done is estimated at \$22,436.00. Currently, I have \$36,000.00 in the building maintenance and supply line.

Commissioner Sorenson: Is there any other scheduled maintenance to be done. Jason: Strogon is going to be coming in to finish cleaning that one boiler. We just did \$1800.00 to a boiler that malfunctioned. That is the only thing I foresee at this time.

Jason: I am proposing that we have three contracts with Northern Human Services to provide psychiatric, mental health, and substance abuse counseling services to the facility. The proposed psychiatric coverage would provide for a psychiatrist to visit the facility 6 hours a month, to provide medication management, psychiatric assessment etc at a rate of \$150.00 an hour. The annual rate for this service would be \$11,700.00. The Mental Health Counselor will be in the facility 8 hours per week to provide mental health screenings, assessments and referrals. The annual rate for this service will be \$33,280.00. These fees are based on scheduled site visits and not emergent visits. If there is the need for an emergent visit or consultation, the hourly rate will apply prorated at the nearest 15-minute interval. For Substance Abuse Counseling, we will have group sessions once per month at a cost of \$800.00 per group for an annual cost of \$9,600.00. Based on the mental health costs alone, we are saving approximately \$21,000.00 and for substance abuse nearly \$50,000.00 from previous years. I would look to bring these folks in by November 2, 2011

Commissioner Solomon: How does this work when you receive an inmate who needs to be evaluated immediately.

Jason: That would be an emergent need. What we are going to do for the 8 hours is break out their time into 4 hour blocks, so that they are in the facility twice a week and anything outside those time-frames would be considered an emergent need and they would come in at \$80.00 an hour and it would be prorated to the closest 15 minute interval. Anything above the initial contractual agreement would be billed at \$80.00 an hour.

Commissioner Sorensen: Is the subcommittee of the Delegation aware of this? Jason: No, they are not.

We have a meeting with Omnicare on October 28 at 8 am. Our physician and the PA will meet with them to set up a formulary and negotiate prices. Our contract with Omnicare is up in July, so if they are not willing to negotiate, we may have to look at another company to obtain better pricing for medication.

I have \$5000 in my vehicle purchase lease line. Can I move \$2,000.00 to uniforms as people have been leaving and we having to replace uniforms as the sizes we have do not fit. I would like to move \$1500 in office supplies. The Captain and I would like to purchase two devices that we can take home without having to bring our laptops home.

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Commissioner Sorensen: I would like to think about that some more before we approve the transfer. Please refer to www.governmentoversite.com for further review.

Representative Babson: Jason, if my recollection is accurate, one of the things the subcommittee did was take out of your budget was the doors and the doors were not going to be put in this year. Jason: Correct, I took the money from inmate programs, and moved it to the maintenance line prior to the approval of the whole budget process.

Representative Babson: Part of the process of the sub-committees is working these things out and we decided that we would hold off on the doors now to go to inmate programs, where the money probably should have been spent, and say okay let's put the doors in, why do you need the subcommittee? Jason: I understand, but I did was looking at it from a security standpoint as well. Representative Babson: To me it seems to subvert the work of the sub-committee. Wait until next year to see if we can put it in the budget. We are trying to hold the line for the taxpayers.

Commissioner Sorensen: Where are we with the doors? Jason: I have received two bids. Commissioner Sorensen: Let's hold off on the doors. The caulking has to be done. We have filed for the construction company because they put the wrong caulking in, that will be a legal matter that will have to be discussed in non-public. We have an attorney that is looking at that issue and I would like to talk with the attorney prior to spending any money.

Representative Merrow: I think what I heard you say, Jason, is that you are moving money from another line to buy the doors. My question is how you got that much money in the other line that you can use. .

Jason: I did not. The only money I requested was to move at today's meeting is \$3500.00 from the vehicle purchase lease line to the office supplies and uniforms. Representative Merrow: Where are the doors coming from? Jason: From the maintenance line. Jason: Prior to submission of the annual budget in March 2011, we had \$50,000.00 plus in the building maintenance budget that was approved by the Delegation.

Commissioner Sorensen: We will hold off on the doors until we have a chance to think about it.

Sandi McKenzie MVC Bob Murray Maintenance

Commissioner Sorensen: Bob, in our meeting with BPS last week, he gave us some quick estimates on costs. These estimates were given verbally, not in writing. Could maintenance put up the wall that you requested? Bob: Yes, we could. The office is fine; I would like to take the pump sink. Long term it would be beneficial to take the pump sink out of the equation. It includes walls, but I want to make a secure area for medical records and get them out of the storage units and bring them inside.

Sandi

We have 103 residents. 1 Resident on MLOA, 3 Medicare Residents, 20 Private Pay Residents, 8 Medicaid Pending and 71 Medicaid Residents.

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Patti Cain is working on several educational programs for the community partnering with the Central NH VNA/Hospice and the Alzheimer's Association. Refer to attached report for further information.

Sandi: I received a clinical letter of agreement – Governor Wentworth Regional School District Regional #9 Vocational & Technical Center. Refer to attached report for further information.

We ordered three slings to see if we could adapt those to our Hoyers, but we cannot, so we will need to order slings. We did find a provider, Direct Supply, for 20 slings for a cost of \$2,101.80 with a shipping charge of \$19.00, I spoke to Randy Remick to see if that was in our equipment budget and he said it was. Again they are the slings that are applied to the hoist which allows you to reposition or lift the resident.

Motion

Commissioner Solomon made a motion to approve the purchase of the Hoyer Slings at a cost of \$2,120.80 Commissioner Sorensen seconded the motion. All agreed. Motion passed.

Sandi: I had an emergent equipment need where we had a bariatric resident who could no longer stand. Manual hoyers in house do not support weight of over 425 pounds. What I ended up doing was getting an emergency rental of a hoist that goes up to 525 lbs. The cost was \$450.00 for the month. That was the only lift I could wrap my hands around at that time. That is short term; long term I have nothing in house, the options would be to purchase a refurbished hoist for \$1,500.00. The rental fee of \$450.00 would be put toward the purchase. A new hoist would cost \$3,500.00 and a new manual bariatric hoyer lift would be \$2,600-\$3,100.00. I do not have anything in my line item for new equipment under the nursing budget.

Commissioner Sorensen stated that he could not support the rental fee of \$450.00 a month. Sandi: I know that I have an additional \$1500.00 in the education line. Education is a planned activity Discussion ensued. Commissioner Sorensen and Commissioner Kenney suggested that Sandi look further to see what the tracts will hold.

Motion

Commissioner Kenney made a motion to approve the non-public minutes of 7/13/11 and keep them sealed. Commissioner Sorensen seconded the motion. Commissioner Solomon was absent. All agreed. Motion passed.

Commissioner Kenney requested to table the minutes of 10/12/11 until the next meeting.

Commissioner Sorensen: Commissioner Kenney and I attended a meeting at Hales Location. Commissioner Solomon was unable to attend.

Commissioner Kenney and I talked with Kathy Vizard about having a meeting here at the complex on Wednesday, January 11, 2012 at 1 pm. The residents of Hales Location can participate in the budget process and take a tour of the new nursing home.

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We have a new student who is going to the high school and we are providing transportation. We will not use all of the \$266,000.00. The other thing I was told by them was that they checked with the Secretary of State who will identify the location where they will vote. We were informed that Conway will no longer allow Hales location to vote there, and we will have to pay a reasonable fee. The question came up as to what is reasonable and who is going to decide what is reasonable. Apparently, Conway cannot refuse Hale's Location residents from voting at their location.

Commissioner Kenney: I received an email about Hale's Location on Saturday morning, I called Commissioner Sorensen and asked him where it was, and he told me that he had received a phone call from Kathy Vizard. She told him that the question was going to come up that they wanted to have their own selectmen. I got the notice fairly late, so I could not do any research as I had to go to Conway that morning. If I had an early notice I could do research and tell them some more about unincorporated places.

Commissioner Sorensen: In follow up on that, Representative McCarthy told them that they could form or elect their own selectmen, who report to us. There was a sign put on the door that they were going to select three selectmen that day. That did not happen.

Representative Merrow: I got a call this morning from an elderly woman who is on SS cannot afford to pay Part B and was on Advantage. She said that Advantage was being cancelled in Sullivan County and Carroll County, but not anywhere else. Can you tell me anything about that?

Commissioner Solomon: I suggest that you contact Service Link; they may have more information about that.

Henry Spencer: I did ask at the last meeting if the Commissioners had any idea of how many sealed minutes were contractual and how many related to employees/personnel. Do you yet have any idea of how many sealed minutes that you have that are contractual and how many relate to personnel.

Commissioner Kenney: Everytime we make a motion to go into non-public you hear why we are going into non-public.

Commissioner Sorensen: Asked Commissioner Kenney to look up that information and let us know how many dealt with contractals and how many were for personnel.

Motion

Commissioner Sorensen made a motion that we go into non-public for legal and personnel.

Commissioner Solomon seconded the motion. All agreed. Roll Call Vote: Commissioner Sorensen, yes
Commissioner Solomon yes, Commissioner Kenney, yes. Motion passed.

The public meeting adjourned at 10:22 am

Respectfully submitted,

Sandra Twyon Recording Secretary