

**Carroll County Commissioners' Meeting
Minutes
November 2, 2011**

Commissioners Present: David Sorensen, Dorothy Solomon, Asha Kenney

Representatives: David Babson

Public: Steve Brown, Chip Albee, Ed Comeau, Maureen Spencer, Daymond Steer.

Commissioner Sorensen called the meeting to order at 9:13 a.m.

Commissioner Sorensen: I apologize for keeping everyone waiting. We had an emergency come up that we had to act on. It was a non-public session, and posted as such. Minutes were taken, and it was voted to end that non-public session, and to seal those minutes. Once that issue has been handled, we will be glad to open it up for public knowledge. It was regarding personnel issues and legal consult.

Public Input

Maureen Spencer: Did the Commissioners figure out the issue with the boiler and the \$300,000.00 from two weeks ago? **Commissioner Sorensen:** We will take action on that today. **Maureen Spencer:** Did you come to a decision on whether you are going to get a snow blower for Will? **Commissioner Sorensen:** The Board has not taken any action. My personal feeling is that yes, we will be getting a snow blower. I hope to hear from Will as to what happened during the snowstorm.

Mr Albee: Two weeks ago, I had floated the idea of offering the old nursing home on a lease basis with the private sector. Has anything happened with that?

Commissioner Sorensen: I am not aware of anything that happened. We have had other issues that we had to deal with and have not put it out for rental, as you suggested. If you have anyone who is interested in sharing the facilities, maybe you could share that with us, and we could open it up for consideration.

Mr Albee: So you are willing to take an offer, is that what you are saying?

Commissioner Sorensen: I think we would open it up for any suggestions. We would have to deal with the Delegation regarding their motion to tear down all four wings. It would be very difficult to do anything against their wishes. As a Commissioner, I would take any kind of suggestions that might be available, and we can do with whatever the Board here decides to do.

Maureen Spencer: How much would it cost to let it just sit there? **Commissioner Sorensen:** We have maintenance and laundry in that building and have to keep it heated. We could close it down, shut off the water, the electricity, and let it just sit there. If the roof leaks, the roof leaks. The problem that comes up is that once we put money into rehabbing the core section for maintenance and laundry, then that becomes an issue for the Delegation of what to do with it.

Representative Babson: Is it just my perception or is it a reality? It seems to me that we have gone back to an awful lot of non-public sessions for personnel. We went through quite a stretch of where we had one or two and now it seems that we have one to two people every week who want to come in for non-public session.

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Commissioner Sorensen: Let me say that we have had less disciplinary action taken regarding our non-public sessions. The most recent ones are very very serious. I am actually sick over it, but it has to be done. As Commissioners, we try to save the taxpayers money, we try to treat our employees properly and fairly; and that is the nature of the game. Things to do come up and we have to do what we can.

Commissioner Kenney: I have actually the breakdown from the non-public minutes through September 21, 2011; personnel-6, personnel discipline- 4, compensation- 5, resident issues- 3 security jail-1, legal consult 11 and legal contracts 9. Representative Babson: This document is through 9/21 /11, when did it start. Commissioner Kenny: It is from the beginning of the year, January 5, 2011.

Representative Babson: My question is that if people are paid and their rate is established, why do we have five non-publics for compensation? Commissioner Sorensen: It may be compensation coming to us. Representative Babson: I am thinking of compensation as wages. Commissioner Sorensen: Not necessarily; and on one in particular, as soon as we receive additional information, we will make that public.

Mr. Albee: We had nine contractual non-public for legal contracts. Those are different from legal counsel. Can you enlighten me as to how these would be different?

Commissioner Sorensen: I cannot. We have used the County Attorney perhaps more than we ever have in the past on the different issues that come up. Although he may not have authority, we look to him as the County Attorney to give us a recommendation for what we should be doing. One of the reasons he was in this morning was for legal consultation. Mr. Albee: That does not need to be non-public.

Commissioner Sorensen: In this particular case, it involves personnel. Mr. Albee: In the past nine months, we have not finalized these nine contracts. Commission Sorensen: Once a contract is signed, it becomes public information. Commissioner Sorensen: I will have to ask the Clerk to research what those nine contracts would be, and what we can release.

Commissioner Sorensen: I would like to try to limit as much public input by the people who are presenting the budgets this morning. We will have public input at the end of our meeting. I would like to get through our budgeting process as we are on a tight schedule from now until December 1 when our budget has to be into Concord. I want to make sure that we get through this as best and as completely as possible. This is a preliminary round. If there are questions from the Commissioners or at public session at the end, we will follow up on it and adjust the budgets if needed.

Representative Babson: Did the Commissioners discuss the Cooperative Extension at their annual meeting. Commissioner Sorensen: Yes, we did. There was not anything different from what you had reported at our meeting. They passed out that same document. I did get an email since and there is not going to be any further reduction next year. They are still looking at the possibility of regionalizing and sharing of people. George Maglaris said that he could see sharing a part-time 4-H agent for Strafford County, if someone else would pick up the other portion. I do not think John Pike was in opposition to that, but there are many details should that come about. No conclusions were reached. One of the Commissioners suggested that five county commissioners get together and work with John Pike to see what possibilities there might be.

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I have no idea where the Extension Council would fit in; they would be the ones that supports whatever comes out of it. I don't like the idea that they are going to be dissolving all the positions and put them out for re-hiring. Another state did that and they had thousands of applications for the job, and I do not think it is fair to the employee as long as that employee is doing a good job. I would think that the Council would be the ones that would come to the support of that individual and be involved in hiring.

Representative Babson: Does Mr. Maglaris realize that probably the person most involved hour wise, in at least our Advisory Council, is the 4-H educator, because he is working with a wide range of kids, and where are half of them going to go?.

Commissioner Sorensen: Mr. Maglaris told me, not in public, that he couldn't justify a 4-H agent full-time for the number of clubs that are functioning in Strafford County.

Motion:

Commissioner Kenney made a motion to approve the minutes of 10/12/11 as corrected. Commissioner Sorensen seconded the motion. All agreed. Motion passed.

Motion

Commissioner Kenney made a motion to approve the minutes of 10/19/11 as corrected Commissioner Sorensen seconded the motion. All agreed. Motion passed

Reports:

Commissioner Solomon: On Monday, October 24 and Tuesday, October 25, we hosted the NH Association of Counties' Conference at the Grand Hotel in North Conway. The hotel was extremely accommodating and because of Carroll County having it there, Cheshire County is considering using the same facility for their conference next year. There were a number of breakout sessions held. I attended several sessions, and it was a learning experience.

At the Banquet on Monday evening, recognition awards were presented. I would like to make everyone aware that David Sorensen received the County Commissioner of the Year award. In addition, recognition awards were presented to:

**Nursing Home Administrator of the Year – Sandra McKenzie Farm Superintendent of the Year -
Will DeWitte County Employee of the Year - Jerry Gagne Nursing Home Employee of the Year -
Lisa Howard Sheriff's Department Employee of the Year - David Meyers Corrections Employee of
the Year - Ian Phillips**

We represented Carroll County very well to the rest of the state and the conference was considered a success by all in attendance. Because we just had a state meeting of the NH Association of Counties, there will not be a meeting held in November.

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Commissioner Sorensen: If I could follow up on that, we really do not give justice to the people who get awards. Each county has a chance to nominate people for these awards, and we do the best we can in giving out information as to why these people are receiving these awards and I feel we don't have enough time to do them justice for the work they do.

On Tuesday afternoon, at the NH Association of Counties meeting, I was elected President of the NH Association of Counties. I was Vice-President for the last two years, and will be President for the next two years. .

I was caught completely by surprise when I was awarded Commissioner of The Year .It was a good conference, and I look forward to improving the conference next year. I felt the Conference was slanted mostly towards the nursing home, but the House of Corrections did have a program on Tuesday morning regarding security and evacuations of jail if something occurred to warrant this action. This could mean that the old nursing home could be used as an evacuation center for the inmates. Where would we put those inmates if something happened to the jail? We will leave that to the Delegation.

Ann Aiton: I really think that the Commissioners owe a "Thank You" to the three women in the business office who ran the Hospitality area and gave assistance when needed. Commissioner Sorensen: Yes, including Robin Reade, as I left her out when I was recognized at the meeting. I was told by the Executive Director of the Association of Counties that this was one of the better registration tables and for assistance given to those who attended the Conference that they have had in the last four or five years.

Commissioner Solomon: A note was sent out from Betsy Miller directly thanking them.

Commissioner Sorensen: I would like to have the Award Recipients appear at our Delegation Meeting on 11/14/11. I say that in regards to Representative Schmidt, from Wolfeboro, who has asked us to try to demonstrate the quality of Carroll County versus other counties. I think it is a feather in our cap to recognize these six individuals as compared to other counties. This is a perfect example to use to help qualify what he is looking at. .

Commissioner Kenney: I do not think that Representative Schmidt was asking about that. I thought it was about looking at salary comparisons.

Commissioner Sorensen: I think that was also true, but in addition, he was looking at how we compare with the quality of our service as it relates to other counties. We can look at financial matters as well.

Will Dewitte - Farm - Review of Preliminary Budget

Will: I want to thank all the Commissioners and those who were involved in contributing to the award I received. It is nice to feel that you are appreciated.

Will: The Commissioners were given copies of the budget. I have not changed my budget much at all. I would like to address a few outstanding issues prior to going over the budget.

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Will: I would like to start with the snowstorm we had this past weekend; I was here along with some of my employees, and this new nursing home is a ton of work. With the knowledge that the new nursing home was coming on-board, I had requested new equipment. Unfortunately, I did not receive the money asked for, therefore, I would like to present plan B.

As before, I suggested that we go with DiPrizo's GMC Truck for \$35,000.00. This truck comes with a new sander and a second plow that is sorely needed after what I have experienced this past weekend. Not only have I talked about the condition of the old truck, the holes in the floor, but also the frame is bent so badly, it is broken. The clutch is not moving, and in order to get into the shop, I had to stall the truck on purpose, so that I would not go through the wall of the shop. It does not disengage when you push the clutch in. The sander we have is not working properly. We had to put ether in there, because the choke is not working. The new nursing home pavement does not have as much grit as this one does. It is very smooth and when we have a re-freeze, it causes black ice, which is a major concern. These are only a few of the issues I am confronted with when I have to use the old truck, and why I need a sander to go with it. We only have one plow, and in order to keep the dispatchers' area open, the jail open and what we need to keep open, is just too much going on for one plow.

Will: Some of the sidewalks did not get done because I do not have a snow blower, and I knew that the snow would melt during the week, but if this had happened in middle of December, we would have real problems. The back loading area is too tight to get the truck up there. We have to blow out the snow, so we can hit the back area with the truck, and so on and so on. Because of not receiving the money to outfit my department properly, through the contingency fund, I went to Plan B, which is to get financing as we did with the current truck that we have. We can get four payments, just as we have now from DiPrizo GMC for \$9975. and that will include the new sander and the plow. It is a 2012 truck. Because we are a municipality, we are able to receive more discounts on the 2012 truck than we can on the 2011 model. We are talking \$2000.00 more in discounts

With regard to the snow blower, North Country Tractor and Wolfeboro Power Equipment came in at the same price. I would recommend that we go with North Country Tractor as we do a lot of work with them, they provide good service, and they are closer. None of these bids included a cab for the snow blower, which costs approximately, \$199. I would recommend that we include the extra money for the cab because it gets windy on the complex and because you are out in the elements for a longtime,

I have listed how much money I need; the purchase of the snow blower includes the \$199.00 for the cab and the truck, which comes out to about \$12,275.00.

I have taken money from each of the three departments in areas where I thought we would have some extra money. In some of these areas, there are tools, which I had planned to buy this year, but these are on hold, because the snow blower and truck are a high priority. I have come up with \$9100.00 and I am short \$3,175 to get both pieces of equipment. It will take 6-8 weeks for the truck to be available.

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What I am suggesting today is that we have a double payment, the last payment on the truck we have is due next year, and we would have the payment for the 2012 new truck, as well. In the plan that I have proposed, there would be no change in our budget as I have kept it to the 1% as requested by the Delegation and have accommodated two payments for the trucks as stated above.

Farm Budget: Increased the new equipment from \$13,000 to \$13,500.00, which will accommodate \$9975.00 for the truck and \$3,500.00 for an estimated bagging system for the new lawn mower that we bought last year. At that time, we decided to go without the bagging system and purchase it the next year.

Commissioner Kenney: What is the average? How long are you going with this truck?

Will: When I first started here, I was asked to come up with a vehicle rotation and my plan is that because we do four payments, we keep each truck for eight years, and when one is paid off, we rotate out and replace with a new truck.

Commissioner Sorensen: I do not know what the pleasure of the Board is, but I would like to give Will the authority to purchase a snow blower as soon as possible. He is looking for \$2300.00, which includes the cap.

Motion

Commissioner Kenney made a motion to purchase a snow blower with a cap not to exceed \$2,300.00. Commissioner Sorensen seconded the motion. All agreed. Motion passed.

Commissioner Sorensen: Does the Board have any comments regarding the purchasing of the new truck with sander and plow over a four- year period. Commissioner Solomon: Is there interest on the four-year plan?. Will: Yes, we could purchase the truck for \$35,000.00 and the interest over four years would be close to \$5,000. Commissioner Sorensen: Basically, if the Delegation would let us take the money out of the contingency fund, which is taxpayers' money, we could save the \$5000.00 and purchase it outright.

Commissioner Kenney: \$5000.00 is interest if we go with payments. Will: Correct.

Commissioner Sorensen: How would the Board feel about putting the amount in the budget?

Will: Expressed his concerns that if it were to be put into the budget, it would be March 2012 before he could have the truck.

Commissioner Sorensen: I think because this is an issue, that Representative Babson, as a member of that sub-committee, might want to comment on.

Representative Babson: He suggested that Will contact DiPrizo's and see if they will work with him and what kind of negotiation they can come up with regarding the two options, buying it outright or the four year plan.

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Mr. Albee: First of all, DiPrizio's is not going to care if you pay for the truck today or when the truck gets there. Secondly, you can order the truck today because every municipal agreement is always subject to approval of funding. You can start the process of getting the truck built. As far as picking the truck up in December and paying for it in March, is a little more questionable. Once you sign up for the four payments you are into the four payments. Mr. Brown: You can usually always pay it off early with no penalties. Mr. Albee: My recollection of municipal leases, the way they used to be written, is that if your funding is not brought forward the next year there is no penalty for returning the vehicle; so if you sign up for four years and you have made the first payment; the second year, the Delegation decides they don't want to spend any money, and you don't have money, you can return it. As far as a prepayment, you would have to look at the language of the lease. Representative Babson: I thought we were purchasing it outright, there is nothing about a lease here. Will: You pay four payments and then the last one you pay a dollar and buy it outright.

Commissioner Kenney: The \$5,000.00 is the interest if you go for four payments. Sometimes companies have 0% interest. Will: If that were the case, it would be reflected, as such, in the price of the truck.

Discussion ensued. Mr. Brown: At the Delegation meeting, didn't you ask for \$38,000. Will: No that amount was misconstrued. Mr. Brown: I thought that maybe that is why the Delegation voted it down; not knowing it was a snow blower and a truck. Commissioner Kenney: If you order it today, how long will it take to get the truck. Will: The salesperson told me it would take 6-8 weeks.

Commissioner Sorensen: I think the Board of Commissioners, with a motion, will authorize you to order the truck from DiPrizio's for \$35,000.00, and we will decide later as to whether we go with four payments or pay it outright. We will bring it up at the Delegation Meeting, and hopefully the subcommittee would support the \$35,000.00 coming from somewhere. We will come up with area we think it should come from and go from there.

Motion

Commissioner Solomon made a motion to authorize Will to order a GMC truck from DiPrizio's for \$35,000.00, and we will decide later as to whether we will go with four payments or pay it outright for \$35,000.00 if approved by the Delegation. Commissioner Kenney seconded the motion. All agreed. Motion passed.

Will: Farm - I left the overtime budget line the same, which is \$5,800. Supplies and Services are the same; Office supplies are the same; Dues/Licenses the same. Gasoline the same; telephone the same. Uniform expenses have not been update, would like to leave the same. Electric expenses are reduced.

New Equipment: Budgeted \$10,000 in that line item to cover the truck payment. Purchase/Retail: Increased, used to buy our firewood. I would like to get two more loads, so have increased \$2,000.00

Commissioner Sorensen: If things stay the same, you have increased your budget by \$1,180.00

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Maintenance: The only increase is new equipment fund from \$1000.00 to \$12000.00 for yard tools, to be able to purchase a new push mower for hand mowing of some of the landscape.

Sewer: Unchanged, except for the very last line, this is new equipment. We had budgeted \$1,000 for this year; for next year, I increased it to \$7,500.00 and carry it over for a new heating system in the grinder building. Many things froze, got it working, once exposed it, failed. Currently I have it hot-wired to keep it going, but without the temperature control, it could seize up the heater. I have increased it \$6,500.00. We have already spent \$2000.00 to \$3000.00 on replacement parts. We are going to have replace the heater when it goes and pay for all the replacement parts.

Water Works: Water testing is down 5%. I decreased that \$500.00 because we had to do testing to get those wells back on line. Then we will be able to put in a waiver to keep it on line. I need to get an updated printout from the state. We have fourth quarter testing that has to be done. Each test is different and costs are different.

Education and Conferences: Budget is same amount. Every two years we have to renew our license. In order to do that we have to maintain 20 training hours each.

Telephone: budgeted \$1100.00 under the Farm. Adding all telephones that covers all the cell phones that employees have to carry, it has a pager and a daily report

New Equipment: I put that amount in there for things that come up that are not anticipated. Between now and December we don't have anything.

Maintenance Income; I left that amount at \$20,000. It is not money coming in

Farm Income: Produce is the same. Revenue is higher. I want to make sure that we consistently hit those numbers Hay is at \$25,000.

Maintenance Income: Left the same. With the nursing home, that should increase. We need to review that a little more.

Use of Equipment: Same.

Capital Expenditure: Wood Processor is 8-years old and very inefficient. It takes three staff members, along with 8-10 inmates to do this process. The parts are hard to come by, what I am asking for is a new wood processor. The machine I would recommend is a new Timber Wolf, made in VT. It has the capacity to do the work of two people. It also comes with a trailer, so it is portable. We will pay less money to have someone come and do a timber cut. It is \$55,000.00 for the machine and \$9,000.00 for the conveyer. It has a Honda engine and run in tandem with the processor. Total cost \$64,000.00 To purchase in April may include a 5% increase which would bring total to \$67,200.00

Commissioner Sorensen: That would be a budget item for next year. Will: I am bringing it to the Commissioners to say, this is what I have, where do I place it? I am putting it under Capital Expenditures because it would not inflate the budget

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Commissioner Sorensen: We need a Timber Sale. I think it behooves Representative Babson, who is on the Extension Council and Commissioner Solomon who is a Commissioner on the Extension Council to get Wendy Scribner to get out here and mark our timber so we can get some income. That is a challenge I give to the two of you when you meet with the Council. Will has called and spoken with her, but it is not done. That is income we could put toward the wood processor. We have done that in the past. That is how we got our current processor with no increase to the taxpayers. We should be following the plan very closely that Peter Pole put together for the complex, over 800 acres; he had a plan to log certain areas. It is all there, all you have to do is get someone to go out and mark it, set up a timber sale agreement I would hope it would be done this winter or early next spring before the ground thaws out. Again, that is my challenge to Representative Babson and Commissioner Solomon to follow-through and get that done.

Commissioner Sorensen: Somewhere we have to have something to off set our increases. Do you have more contracts for next year?

Will: Firewood sales have increased. When we did budgets last year, I said \$5,000.00. It' has increased to over \$7,000.00. Due to the hurricane, increase was not more. Because we don't have the pole barn set up, and I don't have the tools, I haven't even started to market the campgrounds.

Commissioner Sorensen: We will look at the budget some more and we may have some further questions. so it has not officially been approved by us. We will let you know.

Bob Murray Maintenance

Bob: This is an update on the hoist from last week. I did some investigation on the Lift Rail System, and it is designed and tested for 600 lbs. The new lift is \$3500.00 for 625 lbs capacity, which exceeds the lift rails system tested amount. I would recommend that we stay with the refurbished 550 lb capacity hoist for \$1500.00 minus the \$450.00 rental fee for the first month's rent to be applied toward the purchase price of \$1050,00,

Commissioner Kenney: Was there another one there that was not working? Bob: No, they are all working fine. This is one lift of an increased capacity because we have a resident in need. Commissioner Kenney: But there was also another one. Bob: No this is an additional lift. We have rails in every room, but only purchased 25 lifts and this lift will go to the resident who needs it. Commissioner Kenney: We have a waiting list? Bob: No, but there is always someone needing them.

Motion

Commissioner Sorensen made a motion that we purchase a refurbished hoist for \$1500.00, of which the first month is rent of \$450.00, be applied toward that purchase. Commissioner Solomon seconded the motion. All agreed. Motion passed.

Commissioner Kenney: So this is 550 lbs, we are not getting one close to 600 lbs. Bob: That is what is available. The new models they have now are 450 lbs and 625 lb. If we purchased new, it would exceed the capacity of our rail system.

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Thomas Dewhurst County Attorney Preliminary Budget Review

Attorney Dewhurst: Overall Commissioners we have tried to cut in areas where we can. We have taken a comprehensive review of the current budget and expenditures for this year.

The areas of increase are highlighted here, primarily in the salaries. The part-time, who is actually full-time, is shared with the Victim Witness Advocate budget and the Paralegal, which is our office Administrator's position.

Increases over the current salaries as indicated. The current salaries in decreasing order for the Deputy County Attorney is \$64,000 (\$70,000) Middle County Attorney is \$52,215.00 (\$60,000.00) and the entry County Attorney position is \$44,280.00 (\$50,000.00) are in accordance with discussions with the Delegation and your office throughout the year. (increased amounts)

Medical Insurance: There is a decrease from last year, as two of us do not partake in the County program so there is a decrease this year. The entry-level Attorney will not participate as well due to the County rules. Education and Conferences: Budgeted last year for \$3,000.00 and spent \$1500. We are budgeting the same as last year. We were all set to go to the different training courses. Those courses are funded, in part or in full, by the National District Attorney Association Grants through the Federal Government and they were cut out from under us. Those were cancelled. Had those occurred, we would have spent more. Would like to leave that amount. We have a new attorney and are awaiting direction regarding a new pilot program from the Attorney General. This will take the place of the other one pending restoration of the grant funding for our training. Criminal Case Exp: Budget is the same. We are wrestling right now with expert witnesses, and I am not sure we have enough money to complete some of the cases for this year.

Other Fees and Services: Budgeted last year for \$3600.00, will decreased by \$400.00 Civil Commitment: That case has been staid so the expenses to date have been staid as well. I am currently trying to figure when that case would come back around. I am suggesting \$1 at this time because we did have two other cases come in for review that could potentially rise to the level of the petition process or multidisciplinary review. I cannot predict, but I would like to leave that at it is currently. It is a risk. We may have to come back to the Delegation and ask for emergency services, which I don't think they would deny. We are also preparing a memorandum for Chairman, Betsy Patten, and the Delegation concerning this statute, and the current review that we feel is necessary at the legislative level to address the costs being past down to the County on our side for the prosecution, and the state. She will address it, I believe at the Delegation Meeting Postage: This was very tight last year and we have increased it \$200.00. We are down about \$36.00 on our expense line. Commissioner Sorensen: I am assuming that not all the bills are in yet. Telephone: – We did an analysis for the past two years and reduced the budget accordingly Travel Expense: Reduced by \$500.00. Photocopy: Needs to be increased \$200.00 New Equipment: We have had extensive meetings with the County IT Company, Cybertron and we have asked them to sharpen their pencils on an appropriate server