

D R A F T
Carroll County Commissioners' Meeting
Minutes
February 22, 2012

Commissioners Present: David Sorensen, Dorothy Solomon, Asha Kenney

Public: Steven Brown, Ed Comeau, Randy Hooper, Daymond Steer

Chairman Sorensen called the meeting to order at 8:30 am.

Public Input

None

Minutes

Commissioner Kenney asked Commissioner Solomon if the minute taker emailed her the minutes of the 2/15/12. She replied that she had received them. Commissioner Kenney said, if you look at the last couple of times to who she sent it, your name is not there. She said that she and Commissioner Sorensen received the minutes at a different time. That means she gets it earlier; she wonders who put that statement in.

Sandy Twyon responded that she had emailed the minutes to Commissioner Solomon, as she needed to know which Commissioner made the motion to go out of the non-public session, and into public session.

Commissioner Solomon stated that she did not put anything in the minutes.

Commissioner Kenney stated that she would listen to the tape of the non-public minutes for this information and email the information to the minute taker.

The minutes for 2/15/12 will be reviewed at the next meeting.

Commissioner Sorensen made a motion to release what the Board of Commissioners decided in the non-public session on 2/15/12, regarding the union contract for the nursing home. Discussion ensued among the Commissioners. The motion was not seconded. Motion failed.

Commissioner Kenney stated that when we came out of non-public on 2/15/12 and into public session. We selected the bid from Patandy for \$9013.00 for repair of the jail wall; the second one was for the Annual Report and we selected the Independent for \$694.00, and a motion was made to accept the contract with Omnicare for the nursing home.

Commissioner Solomon reported that she attended an Advisory Committee meeting of the UNH Cooperative Extension. She reported to them that the Board is currently working on coming up with a plan, as directed by the Delegation, regarding the old nursing home and the different options available. She shared the options that were on the table at the last Delegation meeting. She thinks that it would be a good idea, before we do anything with those plans, and they agreed, to have people from the Cooperative Extension to look over the plans to see if they have any comments.

At the February meeting of the NH Association of Counties, the subject of property fraud alert was discussed. We have in this state a free service to all property owners. You can go on to this website www.propertyfraudalert.com or call 1-800-728-3858, and register

Carroll County Commissioners' Meeting Minutes
February 22, 2012
Page 2

your name and that of another who owns the property with you. If someone should try to put a lien on your property or try to obtain a loan using your property, you will be notified of such to make sure everything is on the up and up. We are having a serious problem with property fraud in NH. You may obtain one of these cards from the Registry of Deed's office or from our office.

The Board of Commissioners are the Selectmen for Hale's Location; therefore, we have to submit their budget to the Delegation. The major change in the budget is that we are going to put in up to \$200,000.00 for the roads within Hale's Location.

We had a meeting with the Association several weeks ago. They wanted to use surplus money from Hales Location budget, which is roughly \$266,000.00. There were two ways to do this; one is to put this money into reducing taxes or resurfacing the roads. They opted for that latter. The Board of Commissioners agreed with the decision to resurface the roads. He would like to clarify that is the 2012 budget for Hales Location.

Commissioner Kenney reported that she is in agreement with putting the money into resurfacing the roads, but is not in agreement with the salary amount in business administration. It was said that the Town Clerk worked one day a week, she thought it was all day, not a couple of hours on Friday. and \$16,000.00 a year. She thinks it is too high.

Commissioner Solomon stated that she needs to understand that because the Town Clerk only works a couple of hours on Friday, at the office in Hales Location, does not mean that is where her work begins or ends. She has a computer that she brings home and does the work she needs to do. Amy, who was the Town Clerk, left and the person who took over the position prior to Kathy could not do the job, and it was several months before she realized that.

When Kathy Vizard came on-board, she was able to alleviate the problems that arose due to prior issues not dealt with. She knows the work, has been a clerk for eight years, has her degree, and keeps up with all of the meetings and changes that go on. She certainly deserves the same salary that Amy had received.

Motion

Commissioner Solomon made a motion to approve Hale's Location budget for 2012, as presented. Commissioner Sorensen seconded the motion. Commissioner Kenney opposed. Vote was 2-1. Motion passed.

We will submit this budget to the Delegation for approval at their next meeting.

Non-Public Minutes

Commissioner Sorensen asked Commissioner Kenney if she had all of the non-public minutes. Commissioner Kenney replied there are a few that are missing and a couple she has not gotten yet. She sent an email to the Commissioners and Robin Reade. The dates are November and December 2010. Commissioner Solomon asked why we were holding up 2011 for 2010. Commissioner Kenney stated that she went back to 2010, because there was a request for them and she didn't see them.

Carroll County Commissioners' Meeting Minutes
February 22, 2012
Page 3

Commissioner Sorensen asked Commissioner Kenney to see if we could release those that were in 2011.

Department Reports

Will DeWitt

Farm

The wood processor broke earlier in the season. We brought it into the shop and worked on it. There is a lever on it where you adjust the splitting size and height of the logs. That broke earlier in the season. We needed to get projections done this fall, so we just left it in one spot and ran with it. Now that we had some down time, we were able to weld that up and do other maintenance on it. We sold more wood than we expected. The amount of wood that we had cut, split and stacked is almost gone. We need to address that and cut more wood.

The heater in the grinder building went out last week. We got in touch with our electrician, he ordered a new one, but the problem was that these are built once the order is received. It would take two to three weeks to get this. We are keeping a close watch on it. He budgeted \$7,500.00 for this based on the estimate given, but it could be \$7,000.00 to \$8,000.00

Commissioner Sorensen stated that this is a special heater that will not explode under the gaseous condition of that room. Will replied, yes, all the raw sewage comes into that area, and there are gases in there that could explode, but this is a gas proof heater, it is an electric heater and we are keeping a close watch on it.

The other project we have been working on is fixing the white flat bed truck. Every year we put something new into it. Previously we put in new brakes. The clutch was replaced and a new starter put in, the u-joints have been replaced. We are trying to get it ready to pass inspection as we use it on the Complex every day.

The soil samples we sent to UNH have come back. Soil was taken from some new fields, as well as soil from the same fields, in order to compare the two areas. There has been an improvement in some of the numbers, but he is not confident in the production numbers. He has been in contact with Russ Norton. Our biggest deficiency has been potassium in the field.

There is a Farm Meeting scheduled for 3/15 at 3:30 pm at the shop. Road repair needs to be done out back. See attached report.

Sandi McKenzie

MVC

Our census today is 102. We have 19 Private Pay, 5 Medicare, 9 Pending Medicaid, and 69 Medicaid. We have one admission this week and one discharge to home.

We are meeting today at 12 noon to discuss our neighborhood gardens. Everyone is welcome to attend.

Paula Coates is working on our Medicaid Cost Report, which is due 03/31/12.

Carroll County Commissioners' Meeting Minutes
February 22, 2012
Page 4

We are looking at cost containment and had a meeting yesterday with Lisa Howard/Rebecca Mason regarding product usage and trials of using alternate products. Refer to attached report.

Bidding Process

Commissioner Sorensen stated that the Bidding Process we have come up with is:

Pursuant to the requirements of RSA 28:8, the bidding process is as follows:

- Advertise the RFP in a printed publication (2 newspapers); and
- Post on the County Web site and at the lobby entrance; and
- If possible, mail the RFP to qualified bidders.
- Also, when appropriate list on the web site of the Dodge Report
- All bids to be opened in public session

Grants or lending processes have specific regulations regarding the bidding process over and above which the County follows.

Newspapers: Conway Daily Sun; Salmon Press (3 papers); Laconia Citizen and Manchester Union Leader.

RSA 28:8 Competitive Bidding on Purchases herewith attached. We will vote on our Bidding Process at the next meeting.

Commissioner Sorensen stated that Mellisa Seamans, is on our agenda this morning, as she is doing a research project, on what it costs the town of Ossipee to have the County Complex here rather than in some other location?

Commissioner Kenney reported that she looked through the credit card bills for the County and saw there was a bill for approximately \$500.00 that stated NACO/ David Sorensen.

Commissioner Sorensen replied that amount would be reimbursed by NACO. There are no county dollars going into that. It had to go on to a credit card. That is a reimbursable account

Commissioner Sorensen stated that we need to develop a Uniform Policy stating who is required to wear uniforms. Right now we have the Lieutenant in the Sheriff's Department, the Superintendent of the Jail, the Captain of the Jail, Food Director, Director of Maintenance, the three farm employees receive money for a jacket to identify them as county employees when they go down to read water meters in the village. That is one of their requirements. We will check with Sandi McKenzie. He would like to have that list for the next meeting. **Of note, there will not be a meeting on 02/29/12.**

Commissioner Kenney stated that she would like the letters from the Complaint Box to come to her so she can see what the complaints are. Commissioner Solomon replied that she is responsible for the nursing home. Commissioner Kenney stated that she thinks the Clerk of the Commission should get the complaint letters. Commissioner Sorensen replied that the secretary in the Commissioners' Office picks them up. Commissioner Kenney stated that she has asked for the complaints for 2011 and has not received them.

Carroll County Commissioners' Meeting Minutes
February 22, 2012
Page 5

Commissioner Sorensen reported that Sandy, our minute taker, is resigning her position. We are looking for a new minute taker to help the Clerk of the Commission. We would rather have someone from outside the County, because we do not want to have to pay overtime. If you know of anyone, let Commissioner Kenney know. He told Sandy that the Commissioners appreciated her service to the County. It is not an easy job, there are many changes in the minutes and it takes a while to get to know people.

Mellisa Seamans distributed her report entitled **County Government Impact on Ossipee.**

People will say that Ossipee derives great benefit from the County Complex being here. The County employees are mostly people from Ossipee; the inmates are mostly people from Ossipee, the MVC residents are mostly from Ossipee. She stated that when she hears "mostly" or always it is time to look into it.

She looked at the Carroll County employees and found them very helpful with their input and passing that information on to me. As of 2/15/12 there are 342 Carroll County Employees, 26% reside in Ossipee. Of the 102 residents at the MVC, 14.7% have listed Ossipee as their primary town of residence prior to admission.

Mellisa gave statistics for CCHOC population for 2011, broken down by town; Fire/Emergency Medical Services, County owned property, Road Maintenance, etc. Discussion ensued. please refer to www.governmentoversite.com for a more comprehensive report.

Commissioner Kenney stated that she still was not clear when she asked about the NACO registration fee of \$500.00. She asked Commissioner Sorensen if he was going to a conference. He replied that he was going to Washington DC the first week of March. It is a NACO conference. They call it a legislative conference, and he is going as the President of NACO, which is why they are paying his way. Commissioner Kenney said, but it was paid on the County credit card. Commissioner Sorensen stated NACO would not accept his credit card, so he had to put in on the County credit card. It does give some accountability and the money will be reimbursed.

Commissioner Kenney stated that she asked last year to go to a conference and was told it was too expensive. So, she is wondering why he is going. She wasn't aware there was a credit card for the County.

Commissioner Sorensen reiterated that he was not going on county dollars; he was going to the conference, as President of NACO. There will be no county dollars used for him to go to the NACO conference in Washington DC. He stated that he is also going to New Mexico in May at their expense, and is hoping to go to Pittsburg in July, at their expense, that is why they elected him to be President of NACO. Commissioner Sorensen asked if that answered her question. She replied yes.

Commissioner Kenney told Commissioner Solomon there are complaints coming in from the nursing home, but you said that the nursing home is your area. The complaint letters are directed to the Commissioners. She thinks that it needs to come to all the Commissioners. Both Commissioners agreed. Commissioner Solomon stated that she would open them and keep them in her drawer. Further discussion ensued. Many of the complaints were not signed, as employees did not want any retaliation from them.

Carroll County Commissioners' Meeting Minutes
February 22, 2012
Page 6

Commissioner Sorensen stated that from now on we would initial each of those letters. We have gotten very few complaint letters since we moved into the new nursing home. Kathy Garry has an inventory list so that when anything goes out of the office they will have to sign for it. Further discussion ensued on the complaint letters as well as who has the authority to use the county credit card.

Commissioner Kenney reported that she wanted to speak to the issue that she has a locked filed cabinet, not really, because someone went into her locked file cabinet, in the Commissioners' office, a couple of weeks ago, it was like a break-in. She does know who it was, because some person had the other key. She got the filing cabinet from the Sheriff's Department. It only had one key, the other one was missing, so that someone from the County has the key. She wants to have her own lock and have her own two keys. Commissioner Sorensen stated that maybe a problem. If something happened to her and she had both keys, how would the Commissioners be able to open the file cabinet? Her response was someone could drill the cabinet open, they can break into it. They find a way now to get into it.

Commissioner Sorensen asked Commissioner Kenney if she trusted him and Commissioner Solomon. Commissioner Kenney stated that what she is seeing, she doesn't think there is a lot of trust. When asked what she is seeing, she replied that she would bring them up; more stuff would come up in a couple of months. When she brought up the break-in, Commissioner Sorensen didn't do anything. Why didn't he call the Police? When questioned how she knew it was broken into, she referred to a letter in her file cabinet that was slit open. She did her job. She reported it to the Sheriff's office and someone else, but would not say who. .

Commissioner Solomon made a motion to adjourn the public meeting at 10:34 am. Commissioner Sorensen seconded the motion. All agree. Motion passed.

Respectfully submitted

Sandra Twyon
Recording Secretary