

Coös County Commissioners
Regular Meeting
Coös County Nursing Hospital - W. Stewartstown, NH
February 9, 2011

Present: Commissioners Bing Judd, Paul Grenier and Tom Brady; County Administrator Suzanne L. Collins; Director of Finance Jennifer Fish; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Louise Belanger; Superintendent Craig Hamelin; Sheriff Gerry Marcou (*arrived at 9:15*); Administrative Assistant Linda Harris; County Treasurer Fred King; Planning Board Chairman John Scarinza (*arrived at 9:10*); Attorney Phil Waystack (*arrived at 9:45*) and members of the press.

Commissioner Judd opened the meeting at 9:02 a.m.

1. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the minutes of the January 5, 2011 meeting. All approved 3-0.
2. The Board reviewed the Payrolls and Disbursements for the month of January 2011. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the Payrolls and Disbursements for the month of January 2011. All approved 3-0.
3. Hearing of the Public:
 - a. County Treasurer Fred King requested authorization to proceed as last year and borrow in anticipation of taxes in the form of a line of credit. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to authorize the County Treasurer to obtain bids to borrow up to \$8,000,000 in Tax Anticipation Notes for 2011. All approved 3-0.

Mr. King reported that he had not written the letter discussed at the January meeting to the Congressional Delegation asking that they set a 5-year moratorium on future federal land purchases in Coös County. He added that the letter should be sent to the Congressional Delegation first and then a copy will be distributed at the Commissioners' meeting in March.

Mr. King also reported that the transfer of ownership from Noble Environmental to Brookfield was approved. He added that this company has funds to pay for this project. Sue added that she told Pip Decker that the Commissioners would want a list of the local contractors working on the project. Mr. King suggested that this project needs to get built and then everyone will see what the actual environmental impact of a major wind project will be.

- b. John Scarinza, Planning Board Chair: Mr. Scarinza reported that he had participated in a working group session on January 19 which was a Forest Service Collaborative proposal for restorative projects in the Upper Ammonoosuc and Israel River watersheds. He explained that there are proposed funding opportunities for private landowners in these two watersheds to apply for financial assistance through National Resources Conservation Service or NRCS in this targeted area. Restorative projects such as replacing defective or damaged culverts, stream habitat improvement and other approved practices which protect and improve the stream habitats in these watersheds may be considered. The caveat was that town and government entities are not eligible as a result of a change in the rules in the 2009 farm bill. The Randolph Community Forest Committee has written a letter to Senator Shaheen explaining the impacts from the farm bill. The Soil Conservation District is also sending a letter to Senator Shaheen. Mr. Scarinza continued that if the Commissioners were interested in doing the same he could provide them with the information. Sue asked if Mr. Scarinza would provide the language to

her as the County Farm milk subsidy was lost due to this same farm bill. Commissioner Judd suggested that a letter be sent to the Delegation and the Board agreed.

Mr. Scarinza continued that he has looked at the processes occurring in regards to the forest base in Coös County and has learned that there are many groups working in the Northern Forest Region from New York to Maine which includes all of Coös County. He provided the Board with a list of initiatives and groups. He added that the one piece that is missing in all of these initiatives is Coös County. He has informed these groups that the County should be included. He suggested that the first step be a meeting with the Community Forest Collaborative. They have offered to give a presentation to the Commissioners and the Delegation on the work that they do. Another opportunity would be to have several public hearings or have a study done on the area of Coös County. Mr. Scarinza added that he could apply for grants to do this study. The Board agreed that this was a good idea.

A conference is being offered on May 4 & 5 at the Mountain View Grand regarding northern forests initiative. He offered to attend on the County's behalf.

Commissioner Grenier asked if any of these groups could be adverse to Coös County. Mr. Scarinza replied that all of these groups have their own priorities. He suggested that this question be asked when they do their presentation.

Mr. Scarinza reported that it was a collaborative effort. The groups have recognized and agreed that the County needs to be involved. If down the road there is a County Forest, funds could perhaps be obtained from federal funds and the County will need to be involved. Sue also added that groups like the Conservation Fund have full time staff solely focused on these issues whereas the County does not.

Mr. Scarinza asked if the presentation should be to Commissioners only or the Planning Board. Commissioner Judd added that it should be both. The Board also agreed that Mr. Scarinza should attend the conference in May at the Mountain View Grand.

Mr. King spoke of the letter previously mentioned in the meeting on the moratorium on the purchase of land. He does not want the two letters contradicting themselves. Mr. Scarinza suggested that Mr. King wait on the letter until after meeting with the group. Mr. King suggested that one letter be sent to the Delegation with both ideas. Everyone is planning on what to do with Unincorporated Places lands without getting any input from the Commissioners. A plan needs to be developed and the Planning Board should be the lead and needs direction from the Commissioners. Mr. King suggested that one letter be sent to the Delegation. Mr. Scarinza and Sue will work on a letter together.

- c. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to enter into non-public session per RSA 91-A:2 (c) to discuss legal issues with Attorney Phil Waystack at 9:51 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to come out of non-public session at 11:05 a.m. All approved 3-0. The following action was taken:

The Commissioners authorized the County Administrator to rent, on a month to month basis, the six professional offices and reception area formerly occupied by Crane & Bell (thought to be approximately 2,000 square feet) on the third floor of the former Lancaster National Bank at One Middle Street in Lancaster, NH commencing on April 4, 2011 at the rate of \$1,500 per

month plus one third of the property taxes on the entire building (currently \$16,348) plus the cost of electricity and janitorial services.

Edith Tucker, *The Coös County Democrat*, inquired about the status of the Commissioners' lawsuit. Attorney Waystack replied that it has yet to be determined. The County Commissioners remain committed to the proposition that the court make a decision on the suitability of the reconfiguration of space in the courthouse. Attorney Waystack left the meeting at 11:08 a.m.

- d. Sheriff Marcou reported that he is meeting with the wind park project manager to discuss security details beginning in May. He will report the outcome to Sue and the Commissioners as it may mean additional revenue to the Sheriff's Department. Commissioner Grenier inquired if any adjustments needed to be made to the Sheriff's budget. Sheriff Marcou stated that he would know after Thursday's meeting.
4. Report of the County Administrator Suzanne L. Collins. The written report that was submitted to the Board in advance of the meeting was as follows:
- a. The NH Association of Counties has requested the County's 5 appointments to the NHAC Executive Committee. Fred King and Sue are officers and do not count in the 5 appointments. Sue recommended 2 Commissioners, Carole Lamirande who has been on the Committee for several years and the two nursing home administrators.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to appoint Commissioners Bing Judd and Tom Brady, Carole Lamirande, Laura Mills and Louise Belanger to the NHAC Executive Committee. All approved 3-0.

- b. CDBG: Donna Lane, CDBG Administrator, on behalf of Deanbrook Village Cooperative has filed a Mortgage Deed for \$476,440 (the amount of CDBG funds allocated to the project with County CDBG funding) whereby the Cooperative grants and conveys to Coös County mortgage covenants on the land and buildings of the manufactured housing park. "This mortgage is given to secure the performance of the Mortgagor's covenants and obligations arising under the Subrecipient Agreement with Mortgagee to expend the CDBG funds on electrical, water and wastewater improvements on the property of the Cooperative for the 20 year benefit period." Mortgagee shall have the right on behalf of New Hampshire Community Development Authority to recover all of the CDBG funds expended on these improvements over the 20 year term.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve and sign the Subrecipient Agreement. All approved 3-0. Commissioner Judd signed the agreement.

- c. On January 20, 2011 Attorney Phil Waystack and Sue met with a representative of Passumpic Bank at 1 Middle Street, Lancaster to investigate the rental space available on the first and third floors. The owner prefers to rent the entire third floor space to one tenant although remains open to renting half of the third floor (a space with 6 private offices and a large reception area). The cost is \$1,500 a month with the tenant responsible for electricity, janitorial, and one-third of the taxes on the building. Sue checked with the Town of Lancaster and the taxes on the building in 2010 were \$16,350. On January 28, 2011 the Judicial Administrative Council considered the County's request to have the County Attorney occupy the current Sheriff's space

and adjacent grand jury room on the second floor of the Coös County Courthouse. That proposal was not accepted. See item 3c for further information on this matter.

- d. David Leveille, Information Systems Administrator, is in active discussions with FairPoint in an effort to get a determination about Business Class DSL services at the West Stewartstown Complex. FairPoint was quick in proposing quotations to provide voice service and currently is “conducting a service eligibility for Vantage Point DSL or E-DIA”.
- e. Gail Goerke, Business Office, has successfully input the assets for both nursing homes into a new fixed asset program to replace the BMSI program that was unwieldy to understand and manage and only Sue understood it. Gail did a commendable job of setting up the program files, inputting hundreds of assets and running depreciation. The cost of the program was \$400.
- f. The unaudited surplus at December 31, 2010 is \$2,219,003. This number is inclusive of the \$282,329 reserved from the 2009 fund balance. The surplus determination includes several encumbrances that Sue requested the Board to approve:

1. Interest on Sick Trusts 2010 (\$ NHPDIP \$624.05, \$2.467.34 NB)	\$3,091.39
2. Interest on Facility Fund 2010	\$150.59
3. Agrimark Investment	\$6,778.99
4. WSNH: Dietary Steam Table (budgeted in 2010)	\$3,800.00
5. WSNH: Dietary Hot Plate (budgeted in 2010)	\$500.00
6. WSNH: E-Pharmacy Special (budgeted in 2010)	\$8,000.00
7. WSNH: 3rd Floor Dining Room Window Masonry Work	\$1,200.00
8. WSNH: Reserve for Bad Debt	\$25,626.79
9. CCNH: Business Office Expansion (budgeted in 2010)	\$5,000.00
10. CCNH: E-Pharmacy Special (budgeted in 2010)	\$8,000.00
11. County: Legal Services Coös County Attorney vs. Coös Commissioners	\$2,500.00
12. County: State of NH Courthouse Rent Sept.-Dec. 2010	\$538.12
Reserves and Encumbrances	\$65,185.88

Sue reported that if the farm is closed the total Agrimark investment will be around \$69,500. These funds will be returned to the County over a period of 5 years.

Sue explained the circumstances surrounding the bad debt encumbrance. Commissioner Grenier inquired if the bad debt was being written off for accounting purposes and would the Nursing Hospital recoup any of the money. Sue replied that the Nursing Hospital would not recoup the money if the resident was approved for Medicaid.

Commissioner Judd expressed concern that no encumbrance had been made for the funds remaining in the Food Pantry Potato Program. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the encumbrances and reserves for 2010. All approved 3-0.

- g. The annual report of the NACo Prescription Drug Discount Card Program indicates that Coös County residents used the card and saved \$92,492 in the cost of their medications in 2010.

- h. The Coös County Delegation will hold its 4th Quarter meeting on Saturday, February 19, 2011 at Coös County Nursing Hospital. The same day at 1:30, the Delegation's farm subcommittee will hold a public meeting to receive input on the Coös County Farm.
- i. Suggested 2011 budget revisions have been prepared and were provided to Board members. Commissioner Judd stated that the budget revisions would be reviewed at the end of the meeting.

Report of the County Farm:

- a. On January 11, 2011 Farm Manager Pat Giroux met with Dr. Mike Lunak and Steve Turaj about County Farm alternatives. Additionally Lyons Dairy provided a quote of \$60,000 for a double 4 milking parlor. Pat reports that with this plan the existing barn can be used as the holding area for cows to be milked. Stanchions would have to be removed and some other modifications to the building would need to be done. To house the cows a 156'x60' barn would need to be built. No quotes have been obtained for that part of the project. In addition the County will need more land for crops which would entail renting fields from adjacent landowners. If more cows are added to current operations, the manure pit might not be large enough for winter storage and the grass bunkers would need to be enlarged.
- b. The AgriMark producer statement for the year ending December 31, 2010 shows that the County Farm shipped 1,845,577 pounds of milk. The gross pay for the year was \$306,813 with deductions totaling \$23,370 (\$15,444 hauling charges, \$1,467 dues, \$2,768 dairy promotions, \$3,691 equity and other charges).
- c. AgriMark projects that the Boston Blend Price for 2011 will average \$19.68 per hundredweight. The Boston Blend price projected for March approaches \$20 per hundredweight and then exceeding \$20 for April milk production. At this point, it appears likely that blend prices will be above \$20 for the remainder of the spring, entire summer and much of the fall. The price surges are being driven by increased demand internationally and the concern that there may not be enough dairy products to meet all our domestic needs later this year. World markets are becoming as important as local markets.
- d. Pat was interviewed by Ben Harris of NH Public Radio who visited the farm in January.

Commissioner Grenier stated that he could not believe that the Delegation would choose to close the farm now that it could make money. Commissioner Brady agreed and spoke of the letter to the editor from the Coös County Conservation District Board of Supervisors that was printed in local newspapers. He agreed with the group's suggestion of keeping the farm open for another year and forming a county-wide study committee. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to endorse the letter. Commissioner Brady also added that it is vital that the residents of the County know that the three Commissioners are not in favor of closing the farm. Commissioner Judd agreed. Commissioner Grenier stated that it made no sense to close it at this time. Commissioner Brady added that the farm is part of the County's heritage. Keeping the farm open is giving the County a chance to preserve a historic way of life. All approved 3-0.

Commissioner Judd asked that two farm budgets be presented to the Delegation: one with the Delegation's request and another for one year of operation. Commissioner Grenier asked that the farm revenue budget be adjusted to \$18.50 per hundredweight.

Report of the Unincorporated Places:

- a. The Town of Gorham has sent the renewal Emergency Medical Services Agreement for the Unincorporated Places of Pinkham's Grant, Green's Grant and Martin's Location. The service cost has increased from \$16,601.28 in 2010 to \$17,984.72 in 2011. This required budget adjustments: Pinkham's Grant +\$600; Green's Grant +\$600 and Martin's Location +\$200. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the EMS Agreement between Coös County and the Town of Gorham. All approved 3-0. The Board signed the agreement.
 - b. The 45th Parallel Emergency Medical Services has sent the renewal Emergency Medical Services Agreement for the Unincorporated Place of Dixville. The service cost has increased from \$2,640 to \$3,336. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the EMS Agreement between Coös County and 45th Parallel Emergency Medical Services. All approved 3-0. Commissioner Judd signed the agreement.
 - c. Sue reported that she had obtained the allocation for the National Forest Reserves Fund from the Department of Education. The total will be \$137,854 which is a decrease of \$22,163 from last year. Sue recommended past practice where the funds are distributed to the independent school districts in Berlin, Colebrook and Errol for the tuition for the students from the Unincorporated Places attending school in these districts. The balance of the funds will be equally shared to the school districts that maintain schools for books and education materials. Sue will present this allocation to the Delegation for approval at its February 19 meeting. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the County Administrator's recommendation on the distribution of the National Forest Reserve Funds. All approved 3-0.
5. Report of the Superintendent of Corrections Craig Hamelin. The written report that was submitted to the Board in advance of the meeting was as follows:

HOUSE OF CORRECTIONS	18
PRETRIAL	10
STATE PRISON INMATES	3
ELECTRONIC MONITORING	1
WORK RELEASE	0
OTHER COUNTY INMATES	1
INMATES AT OTHER FACILITIES	4 HOC FEMALES @ CARROLL, 1 PRETRIAL FEMALE @ CARROLL, 1 HOC FEMALE @ NHSP, 1 HOC MALE @ NHSP, 1 PRETRIAL MALE NHSP

It was decided that Superintendent Hamelin would no longer report on inmates held at the NH State Prison.

- a. On January 17, a complete tour of the facility was conducted for the Corrections Sub Committee Members: Representatives Coulombe, Rappaport and Tremblay. They spoke highly of the facility following the tour. A brief hearing was held at the Nursing Hospital after the tour.
- b. One of the two officers in the Field Training Program who was hired for a Second Shift position has resigned. The vacant position has been posted internally and ads have been placed for applications which will be accepted until February 18.

- c. The Maintenance Department assisted the Department of Corrections a lot in January. Unnecessary outdoor air was found to be entering through the air handler system, which was cooling upstairs areas too much. The outside air was closed off which has increased the temperature in the building considerably. There still appears to be a water flow problem in the heat pipes which supply some radiators. Maintenance has been attempting to narrow the problem down.
- d. A new electronic door control panel, which has been in the works for some time, was installed in the Control Center by Maintenance Department's Ron Crawford. This has been a great improvement and update to the Control Center. Thanks to Ron for the great job done.
- e. A discussion was held with Chief Deputy Keith Roberge regarding the two departments' Joint Loss Management Committees. There will be a meeting in the near future to discuss forming a committee which will incorporate both departments.
- f. The contract with DSI/ITI, which provides the Jail Management System and inmate telephone system, expires this year. On January 18, David Prout of DSI spent the day at the facility to assess and discuss the equipment, software and support needs if and when a new contract is discussed. Staff is looking into server upgrades; web based software upgrades; new work stations; updated imaging systems; and debit calling systems that generate more call volume and allow convenient payment options for inmates and their families.
- g. As staff works to expand the educational opportunities for inmates, a computer work station is needed for testing services, ordering, research and life skills training. Laura Mills agreed to allow Systems Administrator David Leveille to set up a used computer from the Nursing Hospital. A monitor, router, printer and cart to complete the project in the education area are still needed. Superintendent Hamelin requested the following items be purchased with the Inmate Trust Funds:

• 1 computer monitor	\$113.00
• 1 wireless router and adapter	\$185.00
• 1 printer	\$160.00
• 1 mobile PC cart	<u>\$130.00</u>
Total:	\$588.00

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to approve the Superintendent's request to purchase the items from the Inmate Trust Fund. All approved 3-0.

- 6. Report of the West Stewartstown Nursing Hospital Administrator Laura Mills. The written report that was submitted to the Board in advance of the meeting was as follows:
 - a. Census: The census was 65. The average census for January was 64; occupancy for January was 66.3%. In January there were two (2) admissions and three (3) deaths.

Of the 65 residents, thirteen (13) are Private Pay. One (1) of the private pay residents has been denied Medicaid so is considered Private Pay but at this time no one is paying the bill. Six (6) of the Private Pay residents are from Vermont and five (5) residents are Vermont Medicaid.

On Wednesday, January 12, the Nursing Hospital census dipped to an alarming 63. In an attempt to be more efficient and show a good faith effort in curtailing spending temporary

changes have been made. The biggest change involved moving the remaining ten residents off First Floor and reassigning them to rooms on Second and Third Floors. The staff members from First Floor were also reassigned to Second and Third Floors. Staff is being encouraged to take personal time, especially those who have large accruals of time. The hope is that this low census will be only temporary. These changes are intended to be only temporary. As the Nursing Hospital begins receiving applications and the census begins to rise back to acceptable levels, those residents who were displaced off of First Floor will be given the first opportunity to return to their First Floor rooms and staff will be returned to their normal assignments. In the mean time the Maintenance Department is taking this opportunity to do some sprucing up on First Floor. The rooms are being painted and the floors will be stripped and waxed.

- b. Primex³ EAP: It has been a stressful month. Staff is dealing with the deaths of several residents including five long time residents on first floor in a fairly short space of time. Staff members were coping fairly well with the deaths but with the addition of temporarily closing the First Floor many staff members have been more stressed than usual. Primex³ offered to send some EAP help for staff members who were having difficulties dealing with the changes and the sadness or uncertainty they were feeling. Mary Kimmel from the Primex³ EAP was here on January 27 to give training for Supervisors on how to help staff who are experiencing grief or loss or having problems adjusting to change.
- c. New Employee Entrance: The new employee entrance is now in use. The EDR was put back in service on January 11. The cards for the card reader went out in paychecks on January 27. The time clock was moved to the EDR on February 2.
- d. LNA Class: The LNA Class planned for this spring has been postponed. There were only two outside applicants. The next class will probably be held late summer/early fall and the class will be scheduled to accommodate some of the Berlin facility's Activity Aides.
- e. Nursing Hours at the Department of Corrections:

2010	MINUTES	Hours	2011	Minutes	Hours
January	3,821	64	January	3,907	65
February	3,678	61	February		
March	3,474	58	March		
April	3,350	56	April		
May	3,031	51	May		
June	3,048	51	June		
July	2,509	42	July		
August	4,013	67	August		
September	3,895	65	September		
October	3,784	63	October		
November	3,699	62	November		
December	3,460	58	December		

A great deal of time continues to be spent on one inmate.

- f. Laura requested non-public under 91-A:3 II (c).

7. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that

was submitted to the Board in advance of the meeting is as follows:

- a. Census: The current census was 98. 11 residents are Private Pay at this time. The average daily census for January was 95.9. There were 2 deaths and 3 admissions.
- b. Maintenance:
 - The pump to circulate domestic hot water was not functioning on 1/21/11; the pump was unable to get hot water to the floors. The new pump was installed on 1/21/11.
 - On 1/21/11 one of the three boilers was not functioning. The Nursing Home has 2 boilers for heat and 1 for hot water. The hot water boiler was not receiving oil from the underground tank. Johnson Controls converted one of the boilers for heat to hot water until the repairs could be done. Unfortunately, this was the weekend with extremely cold temperatures. The boiler did a good job keeping the facility warm; however the burner “tripped off” three times over the weekend. Johnson Controls and Dave Landry from Tanner Hill Milling and Construction were both in to troubleshoot the problems. As of 2/3/11 it turned out that a pump was needed for the oil line and a better quality gauge for the hot water boiler. Apparently, the oil in the bottom of the tank is full of sludge that is too thick to be drawn up to the burners. The Nursing Home now has two lines to the oil tank in case there is another problem. The issue with the burner “tripping off” is still a mystery, but a free computer box was attached to the burner, this will notify maintenance when it stops and why. The maintenance department has also set up a light within the facility that goes “on” when the burner stops, this enables the porters on 3-11 and 11-7 to restart the burner and avoid a lack of hot water. David Landry stated that the oil tank needs to be cleaned during the spring or summer months to remove the sludge/sediment in the tank.
 - Walk-in Cooler not working on 1/24/11. Ray’s Electric was in to repair the unit which is new from spring of 2010 and on warranty.
 - Painting of the 2nd floor continues. The new colors give the unit an up to date appearance. The nurses’ station will be downsized and the Supervisors’ office will be utilized as an area for the nurses. The facility goal is to create a more home like appearance.
- c. Infection Control: On 1/24/11, 43% of the facility was being affected by the Norovirus. Karin Salome, Public Health Nurse Coordinator for New Hampshire entered CCHH into “phase two”. This led to the restricting of visitors to the facility and delaying 2 new admissions. On 2/2/11 the doors were re-opened to visitors and the 2 new admissions. At this point the new cases of norovirus had declined to just a few cases. In all 66% of the residents were affected with the virus and 25% of the staff (as of 2/1/11).

8. Unincorporated Places:

- a. Approval of 911 Map: Linda Harris provided the acceptance letter and data release information for Martin’s Location from NH 911. The Commissioners signed the acceptance letter and data release agreement.
 - b. Request Authorization to Contract for Levy 2010 Impending Tax Liens Mortgage Searches: Linda Harris requested authorization to contract with Attorney Jay Riff for mortgage searches relating to the Levy 2010 Impending Tax Liens for the Unincorporated Places. A motion was made by Commissioner Judd, seconded by Commissioner Brady to authorize Linda Harris to contract with Attorney Jay Riff for searches on impending tax liens. All approved 3-0.
9. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to enter into non-public session per RSA 91-A:2 I (c) at 11:42 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to come out of non-public session at 12:05 p.m. All approved 3-0. No action taken.

The Commissioners' recessed for lunch. The meeting reconvened at 12:40 p.m.

Budget Revisions: Sue stated that many of the changes presented had to do with health insurance, worker's compensation and unemployment. The health insurance has a premium increase of 14% for six months. The Board discussed the revisions to the proposed 2011 budget and the following changes were made:

- Nursing Hospital:
 - The plant operations equipment line item was decreased by \$750;
 - The physicians & consultants line item for pharmacist services was decreased by \$1,400;
 - The specials line item for replacement of windows was increased by \$35,000.
- Nursing Home:
 - The dietary equipment line item was decreased by \$1,000;
 - The nursing education and conferences line item was decreased by \$10,000;
 - The plant operations outside services line item was increased by \$5,000;
 - The plant operations equipment repair and maintenance line item was decreased by \$3,000;
 - The plant operations equipment line item was increased by \$1,500 which has a revenue offset.
- County Operations:
 - The county administration outside legal services line item was increased by \$5,000;
 - The corrections psych/rehab/drug-alcohol line item was increased by \$3,000.
- County Farm:
 - The county farm budget was reduced by \$227,450 to meet the directive from the County Delegation that only \$200,000 be appropriated in 2011.
- Federal Funds:
 - The NRCS Conservation Easement grant balance of \$64,990 was re-appropriated;
 - CDBG housing grant – the Deanbrook Village Grant which was not started in 2010 was re-appropriated by \$497,500 and has equal revenue offset.

Revenues:

- Nursing Hospital:
 - The Medicaid line item was reduced by \$135,100 due to lower occupancy;
 - The sales of meals for farm staff line item was reduced by \$1,350;
 - The administrative services: farm line item was reduced by \$2,500.
- Nursing Home:
 - The Medicaid line item was increased by \$164,200 due to a rate increase of \$3.85 per day and one additional resident;
 - The grants line item was increased by \$1,500, which is an offset for an expenditure.

- County:
 - The ARRA-FMAP line item was increased by \$100,000;
 - The Interest on Savings and CD's was reduced by \$7,500;
 - Surplus to reduce taxes was increased by \$458,700. This includes the 2009 carryover of \$282,329.
- Federal Funds:
 - NRCS: Conservation Easement of \$64,990 was re-appropriated from 2010;
 - CDBG: Housing Grant of \$497,500 was re-appropriated from 2010.
- Farm: Assuming the sale of the dairy herd in May, the following adjustments to the farm revenue were made:
 - Sale of milk was reduced by \$163,200;
 - Sale of livestock was increased by \$78,000;
 - Sale of produce was decreased by \$300;
 - Sale of timber was increased by \$5,000;
 - Miscellaneous income was increased by \$15,000, sale of some farm equipment.
- Unincorporated Places: Sue reported that the tuition line items had been reduced in Millsfield and for the NH student in Wentworth Location. The state education tax was revised based on the warrants that were received in December from the state. Contracted services were increased in the unincorporated places based on the new EMS agreements. Contracted services line items for land use change pick-up work in the Unincorporated Places that will have wind turbines were increased.

Commissioner Judd noted that after reviewing the budget he could not find areas that could be cut without services being affected. Commissioner Brady noted that the County was a victim of doing a good job for a number of years.

Sue added that a supplemental budget may be needed for renovations after the court determines the status of the 3 way space swap in the Courthouse.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to enter into non-public session per RSA 91-A:2 I (b) at 1:15 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to come out of non-public session at 1:30 p.m. All approved 3-0. No action taken.

The next regular monthly meeting will be held March 16, 2011 at the Coös County Nursing Hospital in West Stewartstown at 9:00 a.m.

A motion was made by Commissioner Brady, seconded by Commissioner Grenier to adjourn the meeting at 1:35 p.m. All approved 3-0.

Respectfully submitted,

Thomas M. Brady, Clerk