

Coös County Commissioners
Regular Meeting
Coös County Nursing Home - Berlin, NH
August 15, 2018

Present: Commissioners Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Superintendent Ben Champagne; Director of Finance Carrie Klebe; Nursing Home Administrator Louise Belanger; Nursing Hospital Administrator Laura Mills; Administrative Assistant Linda Harris; Sheriff Brian Valerino; Human Resources Coordinator Julie Brunault; Representative Robert Th  berge; and a member of the press.

Commissioner Grenier announced that Chairman Tom Brady would not be at the meeting due to a family emergency pertaining to his mother.

Commissioner Grenier opened the Public Hearing at 9:03 a.m. to declare a private roadway an emergency lane Chapel Hill Road, Wentworth Location. He asked for public comment in support of or against the matter. The following individuals from Wentworth Location spoke in favor: Ray Cyr, Alan McLain, Tod Lemieux, Robert Labrecque, Charles Morin, Anthony Horne and Kathleen Bertin. Commissioner Grenier asked for further comments and there were none. The public hearing closed at 9:08 a.m.

Commissioner Grenier noted that the RFP has been submitted and due by September 11, 2018.

1. Commissioner Grenier opened the Commissioners' meeting at 9:08 a.m. and welcomed everyone to the meeting. Sheriff Valerino led the Pledge of Allegiance.
2. Approval of the Agenda: A motion was made by Commissioner Samson, seconded by Commissioner Grenier to amend the agenda to add two items. Under Other Business: 15d. Human Resources; and 16b. Yield Tax Levy - Odell. All approved 2-0.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the agenda, as amended. All approved 2-0.

3. Approval of the Minutes of the July 11, 2018, regular meeting, and the July 23, 2018, joint meeting, as presented: Superintendent Champagne asked that on page 5, paragraph a be removed from the minutes. He had removed the item from his report and did not forward the revised copy to Linda Harris for the minutes. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to strikethrough paragraph a. on page 5. All approved 2-0.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the amended minutes of the July 11, 2018, regular meeting, and the July 23, 2018, joint meeting, as presented. All approved 2-0.

4. Approval of Payrolls and Disbursements: A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the Payrolls and Disbursements for the month of July and to authorize the Treasurer, during the month of August, to meet all payroll obligations and pay all other obligations due during the month. All approved 2-0.

5. Wentworth Location: To declare a private roadway an emergency lane Chapel Hill Road, Wentworth Location. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to declare a private roadway an emergency lane Chapel Hill Road, Wentworth Location. All approved 2-0.
6. Correspondence: County Administrator Jennifer Fish reported that the correspondence received from FEMA would be discussed during her report.
7. Hearing of the Public:
 - a. April Allin, IDN (Integrated Delivery Network) Program Manager Region 7: Ms. Allin noted that she was standing in for Nancy Frank, CEO, who had a family emergency. Ms. Allen provided a brief presentation for the Board. *(Copy on file.)*
8. Report of the County Administrator Jennifer Fish. The written report that was submitted to the Board in advance of the meeting was as follows:

COUNTY

- a. Dana Masson, land surveyor for Landvest, is available to complete the survey and subdivision of the county house. The estimated cost is \$1,200. Realtor Francine Rancourt prepared a market analysis in November 2015. At the time, it was Ms. Rancourt's recommendation to list the house in the \$169,000 to \$175,000 range.

Commissioner Grenier stated that former administrator Sue Collins, emailed the Board on July 20 indicating that the subdivision plan may have been previously approved by the Town of Stewartstown. Ms. Fish replied that the subdivision was not completed. The subdivision must go through the state subdivision process. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to allow the County Administrator to move forward with the subdivision process. All approved 2-0.

- b. Underwood Engineers recently submitted 90% design drawings and specifications for the water system to NH DES for approval. NH DES authorized the county to advertise the project for construction bids.

At the meeting, Ms. Fish reported that she had received plans from Underwood Engineers on August 14. The engineers have requested a pre-bid meeting on Wednesday, September 5. Commissioner Grenier stated that the Board does not need to attend the pre-bid meeting.

The bids must be opened after September 19; however, she is unavailable as she will be attending the NHAC conference. Commissioner Grenier suggested September 26 at 11 a.m. in West Stewartstown.

- c. The tires being stored on county land were removed on July 20 by B.D.S Waste Disposal. The total cost was \$3,076.80.

Ms. Fish also reported that \$300 was also paid to Aaron Joos for his assistance in the removal of the tires.

- d. The New Hampshire Association of Counties conference is scheduled for September 16-19, 2018. The conference is hosted by Sullivan County and will be held at the Mt. Sunapee Lodge & Ski Adventure Park in Newbury, NH.

UNINCORPORATED PLACES

- a. The grant determination letter from FEMA was received on August 1, 2018. As previously indicated, FEMA determined that Wentworth Location was not eligible for financial assistance.
- b. The RFP for Chapel Hill Road was approved for publication.

Commissioner Samson inquired about the expiration date for the barn and land leases. Carrie Klebe, Finance Director replied December 2020. He also noted that the fields on Back Pond have not been hayed.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the County Administrator's report. All approved 2-0.

8. Report of the Superintendent of Corrections Ben Champagne. The written report that was submitted to the Board in advance of the meeting was as follows:

TOTAL IN FACILITY	22
HOUSE OF CORRECTIONS	12
PRETRIAL	10
NH STATE PRISON INMATES	1
OTHER COUNTY INMATES	1
ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 1, HOC MALE, 1 PT MALE, 1 PT FEMALE, 2 HOC FEMALE NHSP: 2 HOC MALE
AVERAGE DAILY POPULATION JULY	23
MALE DAYS SERVED IN FACILITY JULY	698
FEMALE DAYS SERVED JULY	125 (10 females)
FEDERAL INMATE DAYS SERVED JULY	0
TOTAL INMATES BOOKED JULY	22
TOTAL INMATES RELEASED JULY	23

- a. The staff member seriously injured in a December 14, 2017 incident has been cleared to return to full duty. However, this gentleman has not made a full recovery from his injuries; and, he has been advised that he may never fully recover. His dedication and perseverance to his recovery and the department has been amazing.
- b. Superintendent Champagne recently purchased Safety Smocks and Safety Blankets for high risk inmates. These smocks/ blankets are an alternative to standard issued clothing/bedding for high risk inmates that are at risk of self-destructive/suicidal behavior. They provide warmth and modesty to inmates that are in situations where standard issued clothing/bedding are unsafe. A policy will be presented for review. Training on the issuance, cleaning, reporting and storage of these garments will be conducted.

Commissioner Grenier asked that a copy of the policy be sent to Primex³ for review.

- c. Starting September 1, 2018, Superintendent Champagne will be contracting pharmacy services with PharMerica Corporation. Both the Medical Services Coordinator and Superintendent have conducted a lengthy comparison between the current pharmacy provider Omnicare and PharMerica. The change in pharmacy is predicted to save thousands in the first year over the current provider. This transition now puts all Coös County facilities with the same pharmacy.
- d. Liquid Floors USA installed new flooring in Holding Cells #1 & #2 and on the front entryway stairs. Superintendent Champagne has been very pleased with this product so far.
- c. An inmate sorting recyclables at the Coös County Recycling Center sustained a needle stick with a used hypodermic needle on 7/16/18. This inmate was sorting recyclable materials when the injury took place. A comprehensive response was initiated by the medical department, including testing, antiviral medications, counseling and wound care.
- d. A physical altercation between two inmates resulted in one inmate being stabbed in the neck with a pencil on 7/31/18. The inmate received a superficial wound that was non-life threatening and was treated by corrections medical staff. No hospitalization was needed. The inmate who carried out the assault was an inmate being housed for the New Hampshire State Prison. The inmate was transferred back to the prison on 8/2/18.
- e. The 109th NHAC Corrections Academy is scheduled to start on September 10, 2018. No officers will be attending as all current staff members have been certified. CO Jason Rella will attend as an instructor. CO Rella teaches an Ethics class and is a valuable asset to the academy.
- f. The department continues to seek applications for the vacant corrections officer position.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the Superintendent and Medical Services Coordinator's reports. All approved 2-0.

9. 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:

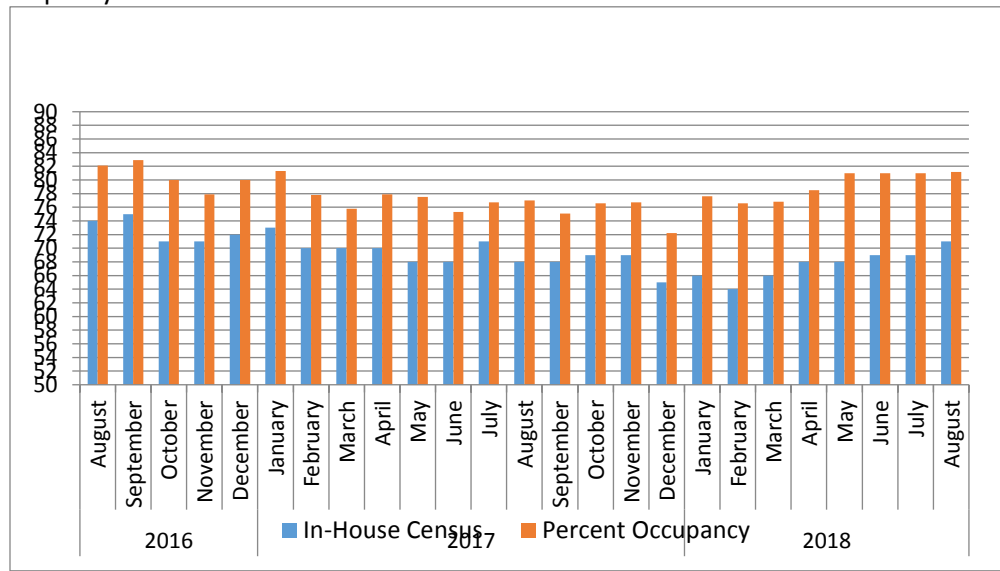
- a. Census: The census was 71. Occupancy for the month of July was 81% based on a bed count of 84. In July there were two (2) admissions, one (1) discharge and one (1) death. There have been three (3) admissions and one (1) death in August. Staff is currently working on five (5) more potential admissions and a possible transfer from CCNH- Berlin.

Of the 71 residents, ten (10) were private pay; nine (9) residents were Vermont Medicaid; six (6) residents were Medicaid Pending five (5) for NH and one (1) for VT.

Totals for 2018: Twenty-five (25) admissions, twelve (12) deaths, nine (9) discharges, and eight (8) applicants that passed away before admission or went elsewhere.

Total residents who have received services or assistance from CCNH in 2018: One hundred-twelve (112).

b. Occupancy:



- c. Staffing: The nursing department has 12 hours open for RN/LPN. A new LPN has accepted a 36 hour position to start August 31. The nurses that were out on FMLA have also returned to work. There are still two (2) contract nurses but the contracts may need to be broken once the department is fully staffed. The night positions have been filled with three (3) LPNs and one (1) RN. The Administrative Nursing Staff (NHA, DON, ADON, QA Director and Staff Development Director) continue to take calls four (4) nights per week. Having the positions filled will definitely improve continuity of care.

The nursing department has 220 open LNA hours (5.5 FTE). One (1) 40 hour LNA/MNA is out on FMLA. There are two (2) contract LNAs covering some of the hours.

The Plant Manager and the 40 hour Housekeeping Porter are also out on FMLA.

- d. Telephone System: The system still has issues especially with the voicemail and auto-attendant features.
- e. Fire System: Ms. Mills reported that she came to the facility on Saturday, July 14 to have Dennis Bouvier walk her through changing out a smoke head and dropping out a zone on the fire panel in case a smoke head should fail at a time when neither maintenance worker is available.

Both maintenance workers have been doing a great job keeping the building together and keeping the equipment running. Some projects will need to be worked on soon especially those that pertain to the new life safety regulations.

- f. Nurse Call System: Ms. Mills received a call at home on Saturday, July 21 at 5:30 pm that the nurse call was not working. The nurse told Ms. Mills she had left a message for IT. Ms. Mills arrived at the nursing home at 6:30 pm and began trouble shooting the system. Ms. Mills left a message for IT and sent off two emails. She determined that a switch was bad. IT returned the call at 8:00 pm and was able to walk her through changing out the bad switch. He then also

walked her through resetting the program remotely through her computer. The system was back online and fully functional by 8:30 pm.

- g. IV Training: The IV Training for RNs was held on August 13. Fourteen RNs were certified.
- h. Annual Family Picnic: This year's Family Picnic was held on Sunday, July 15. The Dietary Director estimated attendance at around 275 this year.
- i. QAPI: Staff continues to make progress on the QAPI Plan for the new regulations. A Performance Improvement Project (PIP) on improving communication with providers by using the SBAR tool was worked on. A training for staff was held on July 30.

The next PIP will be on Pain Management.

- j. Safety Committee: Ms. Mills presented the front sheet for the Commissioners to sign to accept the biennial review of the Safety Manual.
- k. Disaster Policies: New CMS regulations have expanded the requirements for emergency preparedness for healthcare. Staff has been updating the entire Disaster Manual. On July 26, Jason Climer, Protective Security Advisor - New Hampshire U.S. Dept. of Homeland Security visited the facility at the request of the Disaster Drill subcommittee to perform a Vulnerability Assessment. This service is offered by Homeland Security to help entities meet the new regulation for emergency preparedness. Mr. Climer took a tour of the facility, interviewed staff from Maintenance, IT, Administration and took a copy of the Disaster Plan to review. He will be providing a report that will include areas that are weak and will offer recommendations to improve security and preparedness. Ms. Mills will provide a copy of the report to the Commissioners when it is available.
- l. Family/Resident/Staff Concerns: Two Ombudsman reports were filed in July. Two resident/family meetings were held to discuss end of life options.
- m. NH LTCF Scholarships: Two employees were awarded scholarships from the New Hampshire Long Term Care Foundation. Marie Riendeau received a \$565 scholarship for education related to Activities. Maria Cristina Goodwin was awarded a \$2,000 scholarship to pursue a nursing degree. Mrs. Goodwin is on Tuition Loan Program and will be attending Vermont Technical College this fall.
- n. NHAC Conference: Ms. Mills reported that she will be attending the NHAC Conference on September 16-19.
- o. Committee Reports:
 - NHAC Executive Committee: Ms. Mills attended the meeting on August 3. The next meeting will be held on September 7.
 - NHAC Nursing Home Affiliate: Ms. Mills attended the meeting on June 14 in Berlin. The next meeting is scheduled during the NHAC Conference. Ms. Mills is on the Education Committee and has worked on setting up a presenter for the County Conference.

- North Country Workforce Group: Ms. Mills attended the meeting on June 19. The next meeting is scheduled for August 21.
- Ms. Mills is on a subcommittee to plan an educational event/recognition day for North Country LNAs. The event is being planned for October 3 at the Mountain View Grand. The group has been meeting via Zoom. Ms. Mills attended the meeting via phone conference on July 26. The next meeting is planned for August 13.

p. Ms. Mills will be on vacation August 17-27.

q. Nursing Hours at the Department of Corrections:

	2017		2018	
	Minutes	Hours	Minutes	Hours
January		.25		0
February		.50		0
March		.25		0
April		.50		0
May		.10		0
June		1		0
July		0		0

Superintendent Champagne inquired about the purpose of the above graph. Both, Ms. Mills and Commissioner Grenier replied that in the past it was a way to track nursing hours provided by the Nursing Hospital at the Department of Corrections.

r. Ms. Mills requested a non-public, Section 91-A:3 II (a & c).

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the Nursing Hospital Administrator's report. All approved 2-0.

10. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. Census: The current census was 97. Eleven (11) residents were Private Pay; two (2) residents were Medicaid pending. The average daily census for July was 94.8; there were (4) admissions, two (2) deaths and two (2) discharges. SNF: Part A: 7 residents. Part B: 13 residents.

Year to Date: average daily census is 94, admissions 39, 22 deaths and 17 discharged home.
Total residents who received services at CCNH in 2018: 134

- b. Nursing Department: Currently there were 268 hours of open nursing (RN/LPN) positions (6.70 FTE's). Four agency LPNs, two agency RNs were helping with open positions/hours. There were 624 hours of LNA open positions (15.60 FTE's). Seven agency LNAs were helping with open positions/hours. The figures did not reflect employees out on an FMLA or workers comp.

At the meeting, Mrs. Belanger reported that the new initiatives approved by the Commissioners have helped with the schedule.

- c. Medicare/Medicaid Survey: Mrs. Belanger received the survey results on July 19. The facility was Deficiency free in Life Safety and in Emergency Preparedness, which is part of the new

survey process. The facility received a minor deficiency in quality of care related to the development of a comprehensive care plan.

Mrs. Belanger stated that she was pleased with the outcome of the survey considering the nursing department has been short staffed. It is an indication of quality of care provided by the staff.

- d. The State of NH DHHS announced the SFY 18 Surplus Payouts. The Nursing Home will be receiving a payout of \$31,038.98.
- e. Brian Bresnahan from Congresswoman Ann Kuster's office called Mrs. Belanger on July 19 and asked if she would be part of a panel consisting of 10 individuals to discuss the health care workforce shortages and ideas to help improve the situation for the North Country. The meeting has been scheduled for the afternoon of August 24 at AVH.
- f. Salary Schedules: Job descriptions have been placed into groups. The next step is to meet with the County Administrator and HR to review our process and recommendations. Update: Mrs. Belanger had the information regarding RN I and RN II of the wage scale and discrepancies that require adjustments and the total cost to correct the discrepancies.

This discussion regarding RN I and RN II on the wage scale and discrepancies that require adjustments and the total cost to correct the discrepancies was tabled until the September meeting due to Commissioner Brady being absent.

- g. Meetings/Committee Reports:
 - NHAC Nursing Home Affiliate: The meeting was held at the nursing home on June 14. The next meeting will be at the NHAC annual conference in September.
 - North Country Health Care Workforce Group: the meeting was held on July 26, Mrs. Belanger was unable to participate due to another meeting (phone conference). The next meeting has been scheduled for August 21. Laura and I are on the subcommittee to plan a day of recognition and education for North Country LNAs. The event will be held on October 3rd at the Mountain View Grand.
 - NHAC Executive Meeting: Mrs. Belanger was on vacation and did not attend this meeting. The next meeting will be September 7.
 - AVH Board of Directors: The monthly meeting was held on July 26 and the AVH Quality Committee meeting took place on July 17. The next Board of Directors meeting has been scheduled for August 30.
- h. The sealed propane bids were provided and opened at the meeting. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to award the propane bid to Stiles Fuel at a price of \$1.39 per gallon. All approved 2-0.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the Nursing Home Administrator's report. All approved 2-0.

- 11. Report of the Director of Finance Carrie Klebe. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. The MS-25 School Finance Report and DOE-25 - NH State Department of Education Annual Financial Report for the Coös County Unincorporated Places was presented for the Commissioners' review & signature. The reports were signed.
- b. At the last monthly Commissioners' meeting, a question was asked, how much the deputies' liability costs are. The wage cost of 29 part time deputies in 2017 was \$238,719.36. The total liability costs for these part time deputies was \$13,896 or an average of \$479.17 each. The wage cost of three full time deputies in 2017 was \$175,436.16. The total liability costs for these full time deputies was \$3,780 or an average of \$1,260 each.

- c. Bid requests were sent out for the loan needed for the 2018 Magalloway River Bank repair in Wentworth Location. The sealed bids were opened by the Commissioners:

Mascoma Bank	2.70%
Northway Bank	3.40%
Passumpsic Bank	3.70%
Union Bank	4.10%
Woodsville Guaranty Savings Bank	4.25%

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to award the bid to Mascoma Savings Bank at a rate of 2.70% with no fees. All approved 2-0.

- d. The State of NH DHHS fiscal year 2018 surplus has been allocated between all NH Nursing Facilities by percentage of expense. The WSNH received \$17,970.63 and the Berlin Nursing Home received \$31,038.98 on July 27.
- e. KMS Actuarial Service has the County's data for OPEB valuation December 31, 2017 disclosures under GASB 45 and GASB 75. The firm expects to have it completed by the end of August. This in turn will be submitted to Melanson Heath to use in the 2017 Financial Statements. The Finance Director is currently working with Melanson Heath on final requests to complete the audit.
- f. The Finance Director reported that she had discussed with both Nursing Home Administrators applying for a credit card for each nursing home. This would help with some random purchases that need a credit card in order to purchase such as some equipment and supply vendors, Walmart, and the County Conference this year. The current Coös County credit card gives the nursing homes a \$300 credit limit, which often is not enough. Sometimes an employee's personal credit card has to be used and then the employee can be reimbursed. This is not really a good practice. Depending on the company, a corporate resolution or copy of the Board Minutes authorizing the Business Officer(s) executing the application to apply for credit on behalf of the county. The credit approval would be based on the County, not any personal assets. Each Nursing Home Administrator would have the authority to use the card as needed for the Nursing Home use. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to authorize the Finance Director to process a credit card application on behalf of Coös County with a limit up to \$2,500. All approved 2-0.
- g. Espy services has contacted the County and would like to do a telecom cost review. This company reviews all of one months' full bill in regards to phone, internet, data, all wireless

(cellular, ipads, etc.) and cable TV. The company will look to save money; and, if they can save us money and we contract with them, they will receive half of any refunds or credits from prior months and ½ of any savings over the next year. This service was provide to the county in 2012 by SpyGlass and they had found over \$1,600 in savings. If there are no objections to a telecom cost review, then I may take the opportunity to pursue this review.

- h. Staff continues working with BMSI to implement the new time clock system and scheduler. It has been a very long, detailed process and very soon there will be a determination made if and when we will be able to go live with this program.
- i. The County has drawn \$4,300,000 from the Tax Anticipation Note line of credit. The last draw on the Tax Anticipation Note was on June 13.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the Finance Director's report. All approved 2-0.

12. Report of the HR Coordinator Julie Brunault. The written report that was submitted to the Board in advance of the meeting was as follows:

HR Activity Report: 7/01/18 – 7/31/2018

- a. New Hires: 13

Department:	#	Positions
Nursing Hospital	8 (1 FT, 7 Temps)	1 Laundry, 7 LNA
Nursing Home	5 (4 PT, 1 Temp)	2 UA, 2 LNA, 1 RN

- b. Separations: 11

Department:	#	
Nursing Hospital	1 (Temp)	1 DA
Nursing Home	10 (5 PT, 5 Temps)	2 RN, 2 LPN, 4 LNA, 1 UA, 1 Hskp Aide

- c. Change in Status: 1

Department:	#	
Nursing Home	1 (PT)	1 LNA

Reasons for separation/ Change of status:

1 - Other job commitment

FMLA/Leave of absences/ADA/WC: 23

Nursing Hospital	8 (4 FT, 4 PT)
Nursing Home	14 (4 FT, 10 PT)
County	1 (FT)

- d. On July 20, 2018, the HR Coordinator attended the HR Affiliate meeting in Concord, NH. Kate Horgan from the DuPont Group updated the HR group on upcoming legislation and Jeff Kellett, Safety Manager for the State of NH, provide insight to whether or not counties will be able to electronically process Criminal History Records. Jeff listened to suggestions from the HR group and clarified the State's position on limiting the access to the criminal background database.

Jeff expressed his willingness to work with the HR Affiliate group and encouraged the group to email him with suggestions. Mrs. Brunault will inform the Board of any new developments in this area.

- e. Mrs. Brunault has been working with the County Attorney in the hiring process of a new Legal Secretary/ Victim Witness Clerk.
- f. Upcoming events: September 17 & 18, 2018 NHAC conference

13. Commissioners' Committee Reports: There were no committee reports.

14. Other Business:

- a. Budget Transfers: The following budget transfer was approved by the Board:

Coös County Nursing Home:

To:	02-05640-2300 Contract Nurses	123,000.00	
From:	02-05640-0400 Nursing Assistant Salaries		123,000.00

Corrected budget transfer approved 7/11/18

To:	02-05600-2300 Consultant Services	500.00	
From:	02-05600-6800 Communications		500.00

- b. Commissioner Samson stated that Representative Thérberge and other members of the Delegation have asked if the Board of Commissioners would consider meeting twice a month and switching meeting days to Mondays in order that Delegation members may attend Commissioners' meetings. Commissioner Samson continued that the issue should be discussed when the Board Chair is present.
- c. Commissioner Samson reported that of the 10 counties in the state, Coös County is the only county that does not have a Human Resource Director. As a Commissioner, his observations are: he believes that the County needs a fully qualified and experienced Human Resource Director in Coös County. He knows that this issue goes against the thinking of some; however, he does not believe that Coös is the only county that is right in not having one. The inconsistency that has been seen over certain human resource matters over the past several months he believes that it is an absolute necessity to consider such a position over the 2019 budget season.

15. Unincorporated Places:

- a. Applications for Reimbursement to Towns & Cities in which Federal and State Forest Land is situated: Linda Harris presented the documents for the Commissioners' signatures.
- b. Yield Tax Warrant: Linda Harris, Tax Collector, presented the final yield tax warrant for 2017-2018 for the Unincorporated Place of Odell in the amount of \$20,079. The Board signed the warrant and certification.

16. Any other public input:

Commissioner Samson stated that he had attended the Nursing Hospital Family Picnic in West Stewartstown. He stopped in the kitchen to thank the staff and noted the heat issue. He stated that this issue needs to be addressed.

Laura Mills stated that the plant manager has all of the information. She added that this was one of the projects to be addressed over the summer. She also noted that she may need to hire outside contractors to complete projects prior to survey.

17. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to enter into non-public session per RSA 91-A:3 II (c) at 11:12 a.m. All approved 2-0.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to come out non-public session at 11:24 a.m. All approved 2-0.

The September meeting will be held on Wednesday, September 12, 2018 at the North Country Resource Center in Lancaster following a Joint Meeting with the Delegation at 9:00 a.m.

The October meeting will be held on Wednesday, October 10, 2018 at the Coös County Nursing Hospital in West Stewartstown, NH.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to adjourn the meeting at 11:24 a.m. All approved 2-0.

Respectfully submitted,

Rick Samson, Clerk