

Coös County Commissioners
Regular Meeting
North Country Resource Center - Lancaster, NH
September 12, 2018

Present: Commissioners Tom Brady, 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; Executive Councilor Joe Kenney.

1. Commissioner Brady opened the Commissioners' meeting at 12:30 p.m. and welcomed everyone to the meeting. Councilor Kenney led the Pledge of Allegiance.
2. Approval of the Agenda: A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the agenda. All approved 3-0. All approved 3-0.
3. Approval of the Minutes of the August 15, 2018, regular meeting, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the August 15, 2018, regular meeting. Commissioner Samson requested to amend the minutes as follows:

- g. IV Training: The IV Training for RNs was held on August 13. Fourteen RNs were certified.

Laura reported that each nurse received a certificate. She has begun talks with Dr. Fothergill about possible sub-q fluids (subcutaneous) which is placing fluids just underneath the skin. It is less invasive. Through this course it was learned that it is used more in nursing home settings. It's a way of hydrating people without using an IV which are very invasive, uncomfortable and limit movement of your arm. These fluids are placed with a little needle and taped by the belly and infuses over a fairly long period of time. She and Dr. Fothergill will be working on some policies as this is a good option to start at the nursing home.

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to amend the minutes on page 6, item g. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the August 15, 2018, regular meeting, as amended. All approved 3-0.

4. Approval of Payrolls and Disbursements: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the Payrolls and Disbursements for the month of August and to authorize the Treasurer, during the month of September, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
 5. Correspondence: County Administrator Jennifer Fish reported that there was no correspondence to report.
 6. Hearing of the Public:
Councilor Kenney thanked the people who attended the meeting on September 5 at Weeks State Park. He has received great feedback. He noted that several people did not know about the state park and of the importance of John Weeks to the North Country.

7. 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. The pre-bid meeting was held on September 5, 2018 for the water system project. There were six contractors present to ask questions of Lynnette Carney, Underwood Engineers and Tom Willis, NH DES.
- b. DES would like to know what the plan would be once the complex is hooked on to Stewartstown water for the wells and reservoir. Mr. Willis discussed that there may be additional loan funds available for capping the reservoir.

Commissioner Grenier stated that they will be needed for fire suppression. Decommissioning will be very expensive. Laura Mills, NHA, also noted that during the homeland security audit it was mentioned that it would be in the best interest to have access to wells in case of an emergency situation.

- c. The county website has been updated with a new design.

UNINCORPORATED PLACES

- a. The Glen House in Green's Grant is requesting authorization to serve alcohol on the outdoor patio of the hotel. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize The Glen House to serve alcohol on the outdoor patio of the hotel. All approved 3-0.

Commissioner Grenier inquired about the opening date. Councilor Kenney stated that a ribbon cutting was occurring September 12 and a grand opening is scheduled for some time in October. Commissioner Brady suggested that a meeting be held at The Glen House in the near future.

- b. The next Planning Board meeting will be held October 17, 2018 at 6pm in Lancaster.

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	17
HOUSE OF CORRECTIONS	10
PRETRIAL	7
NH STATE PRISON INMATES	0
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, 2 PT FEMALE, 2 HOC FEMALE NHSP: 2 HOC MALE
AVERAGE DAILY POPULATION AUGUST	19
MALE DAYS SERVED IN FACILITY AUGUST	587
FEMALE DAYS SERVED AUGUST	126 (5 females)
FEDERAL INMATE DAYS SERVED AUGUST	0
TOTAL INMATES BOOKED AUGUST	9
TOTAL INMATES RELEASED AUGUST	13

- a. On August 28, 2018 a House of Correction inmate was transported to the Upper Connecticut Valley Hospital by the 45th Parallel EMS for what was thought to have been a possible heart attack. This inmate was accompanied in the ambulance by a corrections officer and was supervised at UCVH until he returned to the jail. It was determined that this inmate did not sustain a heart attack.
- b. On August 29, 2018, Superintendent Champagne attended a joint meeting with various law enforcement agencies and Canaan School officials on the feasibility of implementing a criminal justice program at the Canaan School system. This would be an option for students in the surrounding towns also and not just for Canaan School students. This program would be for students interested in pursuing careers in law enforcement.
- c. The Department of Corrections went live with PharMerica Pharmacy Services on September 1, 2018. The transition has gone very smoothly.
- d. The Superintendents' Affiliate met with Lieutenant Frank Harris from the New Hampshire State Hospital at the August 17, 2018 meeting. Lengthy discussion was had on ways to enhance communications and practices in regards to transferring inmates with severe mental health issues to and from the state hospital. A follow up meeting to further discuss the issue with State Hospital and corrections staff will be scheduled.
- e. Officer Jason Rella and Superintendent Champagne will be attending the NHAC Conference.
- f. Staff has been conducting testing on applicants for the vacant corrections officer position.

At the meeting, Superintendent Champagne briefly explained the economic fairness act relating to a huge bail reform. This bail reform will affect his department.

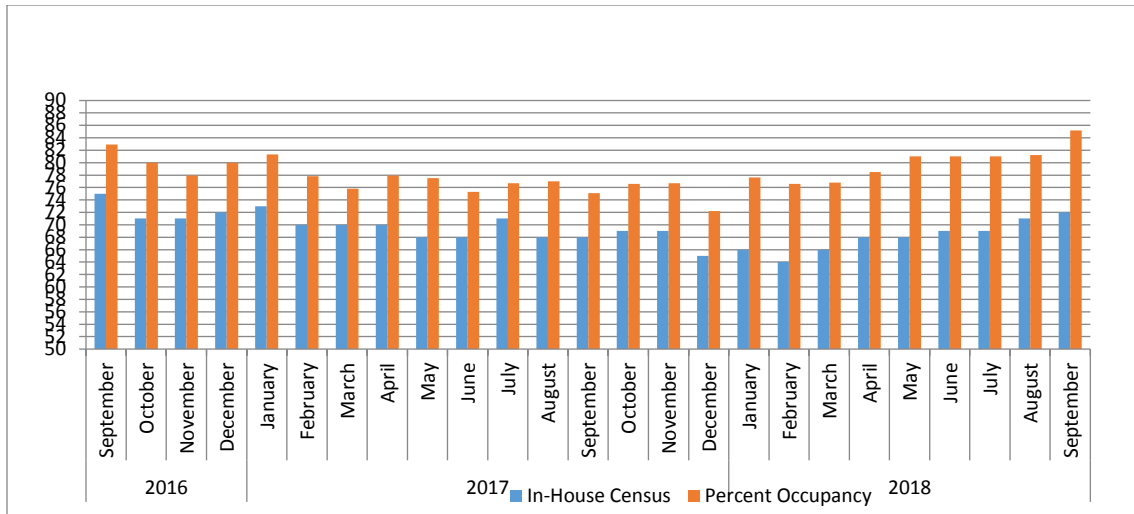
9. Report of the West Stewartstown Nursing Hospital Administrator Laura Mills. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. Census: The census was 72. Occupancy for the month of August was 85.2% based on a bed count of 84. In August, there were seven (7) admissions and three (3) deaths. One admission was planned for September 11. Staff has been working on five (5) potential admissions.

Of the 72 residents, eleven (11) were Private Pay; nine (9) residents were Vermont Medicaid; eleven (11) residents were Medicaid Pending, ten (10) for NH and one (1) for VT.

Totals for 2018: Thirty-one (31) admissions, fourteen (14) deaths, nine (9) discharges and nine (9) applicants passed away before admission or went elsewhere. Total residents who have received services or assistance from CCNH in 2018: One hundred-twenty (120).

- b. Occupancy:



- c. Staffing: The nursing department has 48 hours open for RN/LPN. A potential LPN decided not to take the position but to be on the temp list instead. A 36 hour 11-7 LPN has been out on workers comp and the 36 hour Restorative Nurse/Charge Nurse has been out on FMLA. Two (2) contract nurses continued to cover open positions, medical leaves and workers comp. Night positions are filled with three (3) LPNs and one (1) RN so the Administrative Nursing Staff (DON, ADON, QA Director, Staff Development Director and NHA) continue to take call four (4) nights per week.

The nursing department has 220 open LNA hours (5.5 FTE). One (1) 40 hour LNA/MNA out on FMLA and one (1) 32 hour LNA out on maternity leave. Two (2) contract LNAs have been covering some of the hours.

The Plant Manager continues to be out on Medical Leave.

- d. Telephone System: David Goulet has been at the facility to work on the telephone system.
- e. Maintenance: Both maintenance workers have been doing a great job keeping the building together and keeping equipment running. Some projects will need to begin soon especially those that pertained to the new life safety regulations.

With the new regulations on Legionella and the outbreak in Hampton some plumbing issues must be addressed. Tallmage Plumbing and Heating has been working with the facility on some of these projects.

Fire doors and door casings will need to be updated/replaced to meet new code and the Secure Care system, the alarms and locks for wandering residents, must be addressed as more applications are being received for dementia residents who wander and third floor is full.

The department will also need to begin preparing for the water project and joining with the Stewartstown Water System.

- f. IV Training: The IV Training for RNs was completed on August 13. All RNs have received their certificates.
- g. QAPI: Staff continue to make progress on the QAPI Plan for the new regulations. The next PIP will be on Pain Management.
- h. Disaster Policies: A multi-agency table top drill has been planned for the end of the month.
- i. Family/Resident/Staff Concerns: One Ombudsman report was filed in August and one resident/family meeting was held to discuss special care options.
- j. The Nursing Home Administrator stated that she had three staff issues/requests to discuss in non-public.
- k. Interlocal Trust Walk New Hampshire Challenge: There were two winners: Dorothy Meunier and Bonnie Goodrum. They won \$100 and a \$50 gift cards to Dick's Sporting Goods.
- l. NHAC CONFERENCE: Ms. Mills reported that she would be attending the NHAC Conference September 16-19.
- m. Committee Reports:
 - NHAC Executive Committee: Ms. Mills attended the meeting on August 3. The next meeting was held September 7.
 - NHAC Nursing Home Affiliate: Ms. Mills attended the meeting on June 14 in Berlin. The next meeting has been scheduled for October 18.
 - North Country Workforce Group: Ms. Mills attended the meeting on June 19. The next meeting is scheduled September 18 which she will not be able to attend as she will be at the Association of Counties Conference.
 - Both Nursing Home Administrators are on a subcommittee to plan an educational event/recognition day for North Country LNAs. This 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.
- n. 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
August			54	

- o. Non-public, Section 91-A:3 II (a & c).

At the meeting, the Nursing Hospital Administrator referred to Mrs. Belanger's report in regards to the Reinhart education seminar in Colchester, VT. She requested approval to allow the Dietary

Manager and the Housekeeping/Laundry Manager to attend. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to allow the Dietary Managers from both facilities as well as the Housekeeping/Laundry Manager from West Stewartstown to attend the Reinhart education seminar in Colchester, VT on October 16. All approved 3-0.

Commissioner Samson inquired on the status of the air conditioning unit for the kitchen. Ms. Mills replied that the Plant Manager recently provided the necessary information to the maintenance staff. Norman Broom will need to install the a/c unit as no one is licensed to do so. Ms. Mills reported that the original amount budgeted was not enough. She plans on ordering the parts required and budget for labor for next year. Commissioner Grenier questioned if it would be best to encumber the funds and complete the entire project next year. Ms. Mills stated that it was cheaper for the facility to order the parts than to go through a contractor.

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 August was 96.5. There were six (6) admissions, two (2) deaths and four (4) discharged.

SNF: Part A: 5 residents. Part B: 13 residents.

The Year to Date average daily census was 94.4; admissions 45, deaths 24 and discharged home 21. Total residents who have received services at CCNH in 2018: 140

- b. Nursing Department: Currently there were 196 hours of open nursing (RN/LPN) positions (4.90 FTE's). Four agency LPNs and two agency RNs have been helping with open positions/hours. There were 664 hours of LNA open positions (16.60 FTE's). Seven (7) agency LNAs have been helping with open positions/hours. These figures did not reflect employees out on FMLA or workers comp.
- c. Resident issues with cable service provider: Recently all residents had a digital receiver box added to their TVs. Each room now has two receivers that utilize two outlets which decreased the amount of outlets for the resident's use, causing issues. The digital receiver boxes need to be rebooted whenever it's unplugged and other causes have been noted. This has caused the Environmental Services manager to be on the units daily to correct issues. At this time, the Nursing Home Administrator has been reviewing information with Retirement Home TV (Direct TV). It is hoped to be able to change services in the very near future. A large cost savings may be available with the change in providers.
- d. Brian Bresnahan from Congresswoman Ann Kuster's office: The panel consisting of 10 individuals met to discuss the health care workforce shortages and voice ideas to help improve the situation for the North Country. Since the meeting on August 24, Mrs. Belanger has spoken with several community members involved with workforce development.
- e. Dietary Manager: Reinhart, one of the food vendors, is holding an educational seminar for healthcare facilities on October 16 in Colchester, Vermont. Continuing education credits are available to attendees of the seminar. The Dietary Manager has requested to attend. Mrs.

Belanger requested approval from the Commissioners for the out of state travel in order for the dietary manager to attend. *See Commissioners' motion under the Nursing Hospital Administrator's report.*

- f. Voting: The residents voted via absentee ballots on August 23.
- g. Activities: The resident painting class was invited to AVH for a "Meet and Greet" and lunch. Their art work is currently featured at AVH. Members of the community, AVH staff, and resident family members were able to view the paintings and visit with the residents.
- h. Telepsych: Deer Oaks, a Behavioral Health Organization has been providing services to the residents for several years now. Because of a lack of psychologists the Nursing Home will be moving to a telepsych model with Deer Oaks which will begin in approximately six weeks. The equipment has been received and staff has had a training session. The telepsych model allows for the facility to bill for the presenter set up (our employee), which is \$25 per visit. This will be a small added revenue for the nursing home.
- i. WMCC: The second year nursing students will begin a two-day clinical leadership rotation to the nursing home. This is an increase of one day per student. The added day allows the student to engage and follow up on their learning experience with consideration of application of leadership.
- j. NH Health Care Association: Brendan Williams, president of the NHHCA and Kristen Schmidt, Director of Communication for the NHHCA, visited the nursing home on August 30 to meet with three of the nursing home's Centenarians. The visit was based on a project to highlight the centenarians living in New Hampshire's Long Term Care facilities and how long-term care can help people maintain a quality of life as they age. The residents were interviewed and photos were obtained. The residents enjoyed the visit and the interest in their life stories.
- k. Interlocal Trust Walk New Hampshire Challenge: Winners of the challenge were Jackie Leblanc and Martha Haskins. Gift cards to Dick's Sporting Goods and Nike were awarded by Interlocal Trust.
- l. Infection Control: The facility will be participating in the Agency for Healthcare Research and Quality Safety Program for improving antibiotic use. The project requires a 12 month commitment and focuses on the improvement of outcomes for the residents receiving antibiotics.
- m. Harmony Healthcare International: With one year left with the current Medicare "A" reimbursement model, it is time for the nursing home to have a Revenue Opportunity & Risk Analysis audit. The payment model for Medicare "A" payments will be changing to a Patient Driven Payment Model (PDPM) that focuses on care needs, resident goals and outcomes. Staff need to review the current system to ensure adequate information is available to meet billing needs. The audit was planned to be done in 2019 but due to the payment reform will need to be completed in 2018.
- n. 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: The

Nursing Home 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.

Ms. Belanger reiterated that nurses at the Berlin Nursing Home begin as RN1 on the salary schedule, whereas the West Stewartstown Nursing Hospital begins on RN2, a difference of \$2.12 more per hour. Currently, the Nursing Home's starting salary is less than St. Vincent and Coös County Family Health Services. Commissioner Grenier asked if there were funds to cover the increase in the budget. Mrs. Belanger replied in the affirmative. The estimated cost would be \$23,000 through the end of the year. Commissioner Grenier supported the request as the Nursing Home could not be put at risk of losing additional RNs. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjust the nurses' salaries at the Berlin facility by \$2.12 effective September 1, 2018. All approved 3-0.

Commissioner Samson asked if the request had been approved at the August meeting would the facility have kept the three nurses that recently left. Mrs. Belanger replied she would have kept one for sure.

o. Meetings/Committee Reports:

- NHAC Nursing Home Affiliate: The next meeting will be October 18 at the Merrimack County Nursing Home.
- North Country Health Care Workforce Group: Both Nursing Home Administrators are on the subcommittee to plan a day of recognition and education for North Country LNAs. The event will be held on October 3 at the Mountain View Grand. A workforce group meeting has been plan for September 18. Mrs. Belanger will not be able to attend due to the NHAC conference.
- NHAC Executive Meeting: Mrs. Belanger attended the September 7 meeting.
- AVH Board of Directors: The next monthly meeting is September 27; the AVH Quality Committee meeting is September 18; and, the Professional Affairs is the 19. Mrs. Belanger will not be attending the 18 and 19 meetings due to the NHAC conference.

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. Loan documents from Mascoma Savings Bank for the 2018 Magalloway River Bank repair in Wentworth Location were presented for the Commissioners to review and sign. The Board signed the loan documents.
- b. The Director of Finance had an introduction meeting with an Account Executive with Cross Insurance Inc. The company expressed interest in preparing a proposal for the County's Property/Liability Insurance, Workers Compensation and Health Insurance at the next renewals, which is June 2019 for Property & Liability Insurance and December 2019 for Workers' Compensation Insurance. There would be a large amount of information required and it will be a lengthy process because there are many entities in the County to be covered by P&L, WC and Health Insurance. All proposals will be brought to the Commissioners.

Commissioner Grenier stated that he was very leery of someone soliciting for business. In his opinion, Primex³ has been valuable with the services provided. He also warned that a new company may come in with a 10-15% reduction but what are the services provided.

- c. The Director of Finance has been in discussions with several local banks in regards to the Coös County banking needs. There are many new technological banking features that would be great to implement if economically feasible, such as Remote Deposit Capture. As with the insurance, there are many elements to the Coös County banking needs. These discussions and proposals are being shared with the County Treasurer.
- d. KMS Actuarial Service completed the data for OPEB valuation December 31, 2017 disclosures under GASB 45 and GASB 75. These reports have been submitted to Melanson Heath to use in our 2017 Financial Statements.
- e. The Director of Finance has been negotiating with Smartlinx since last fall when they requested that the county sign a one year agreement. Both parties have finally agreed on a contract for the Scheduling and Time and Attendance software. The agreement is for one year, but the county has the ability to opt out quarterly effective 9/1/2018, with a 45 day notice. Mrs. Klebe felt this agreement did meet Coös County's current needs. The overall price did increase by \$200 per month, which is the first implemented increase since the county started with Smartlinx in 2013.
- f. Staff are still working with BMSI to implement the new time clock system and scheduler. It has been a very long, detailed process with some setbacks.
- g. The Director of Finance will be attending the NH Association of Counties meeting on Monday, September 17. The item of most interest for the Finance Department is a presentation by Baker Newman Noyes on the Medicaid Cost Report.
- h. The Director of Finance will be attending the NH Municipal Association 2018 Budget and Finance Workshop in Lincoln NH on September 20. There will be courses on Municipal Budget Process, Property Tax System & the Data Model on the New Hampshire Public Finance Consortium website.
- 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. Another draw will likely be required in the next few weeks.

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: 8/01/18 – 8/31/2018

- a. New Hires: 13

Department:	#	Positions
Nursing Hospital	5 (1 FT, 2 PT, 2 Temps)	1 LPN, 1 LNA, 2 DA, 1Hskp
Nursing Home	8 (4 PT, 4 Temp)	3 RN, 1 LPN, 1 LNA, 1 UA, 1 LA, 1 Hskp

b. Separations: 7

Department:	#	
Nursing Hospital	4 (1 FT, 2 PT, 1 Temp)	2 LNA, 1 DA, 1 Hskp
Nursing Home	2 (1 PT, 1 Temp)	1 RN, 1 UA
County	1 (FT)	1 Legal Sec/VW

c. Change in Status: 3

Department:	#	
Nursing Hospital	2 (1 FT, 1 PT,)	1 DA, 1 Hskp
Nursing Home	1 (PT)	1 LNA/MNA

Reasons for separation/ Change of status:

2 Other job opportunity

2 Retired

2 college

1 relocated

2 voluntary resigned

1 did not meet job requirements

d. FMLA/Leave of absences/ADA/WC: 20

Nursing Hospital	6 (3 FT, 3 PT)
Nursing Home	12 (6 FT, 6 PT)
County	2 (FT)

e. The County Attorney and the HR Coordinator have been working on hiring a new Legal Secretary/ Victim Witness Clerk. Many qualified applicants expressed interest in the position and as of September 6, 2018, Elizabeth McIlveen accepted the position. Welcome Elizabeth to Coös County. They are now in the process of filling the Victim Witness Coordinator's position.

f. On September 5, 2018, the HR Coordinator participated in the NHAC Awards Committee held at the Primex³ building in Concord to review and select the deserving candidates for the 2018 County Government Awards. The nominees will receive awards at the NHAC banquet on Tuesday September 18, 2018. The HR Coordinator will be attending the conference on September 17 and 18.

13. Commissioners' Committee Reports:

- a. Commissioner Grenier reported that he is on a subcommittee of the CEDC looking at projects with Whitefield Economic Development and state agencies.
- b. Commissioner Samson reported that Brendan Prusik has taken over as County Coordinator replacing Larry Barker. Commissioner Grenier asked if there was a process in place to replace Steve Turaj. Commissioner Samson replied that it may take up to six months.

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	200,000.00	
From:	02-05640-0400 Nursing Assistant Salaries		200,000.00
To:	02-05640-0500 Medication Nursing Assistant Salaries	65,000.00	
From:	02-05640-0200 Registered Nurses' Salaries		65,000.00
To:	02-05600-2300 Consultant Services	5,000.00	
From:	02-05600-0200 Office Manager's Salary		5,000.00
To:	02-05660-3700 Linens	5,000.00	
From:	02-05660-3900 Laundry supplies & expenses		5,000.00

b. Discussion on setting dates - 2019 budget work sessions:

Commissioner Grenier asked that the proshare be placed as a nursing home revenue and a nursing hospital revenue instead of a county revenue. The revenue is generated by the nursing homes. Both Nursing Home Administrators agreed. The Director of Finance stated that most nursing homes have the proshare listed as a revenue and will make the change in the proposed budget.

The following budget work sessions dates were set:

October 10	Outside Agencies	West Stewartstown
October 17	Berlin Nursing Home & Sheriff's Department	Berlin Nursing Home
October 24	West Stewartstown Nursing Hospital & Department of Corrections	West Stewartstown
October 31	Registry of Deeds, County Attorney All other county and Unincorporated Places	Lancaster
November 7	Tentative date in case additional discussions are necessary	
November 11	Commissioners' Meeting	Lancaster

15. Unincorporated Places:

- a. Opening of Chapel Hill Road river bank project: The County Administrator reported that no bids had been received. Commissioner Grenier asked that she contact NNEFS.

16. Any other public input:

Councilor Kenney reported on projects that are currently in progress in the North Country.

17. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3 II (a) (c) at 1:55 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out non-public session at 2:21 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to

- To allow the payout of up to 100 hours of personal time to Heidi McComiskey.
- To allow the Nursing Hospital Administrator to hire Gail Goerke as a temporary employee to revise operating manuals.
- To allow the donation of time by employees to Susan Ladd.
- To extend the leave of absence for the Plant Manager through October 10, 2018.

All approved 3-0.

The Commissioners will be holding a special meeting on September 26, 2018, to open water system bids at the Coös County Nursing Hospital, West Stewartstown, NH.

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 Grenier, seconded by Commissioner Samson to adjourn the meeting at 2:21 p.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk