

Coös County Commissioners
Regular Meeting
North Country Resource Center - Lancaster, NH
January 16, 2019

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; Director of Finance Carrie Klebe; Nursing Home Administrator Louise Belanger; Nursing Hospital Administrator Laura Mills; HR Coordinator Julie Brunault; Sheriff Brian Valerino; Captain Keith Roberge; Representative Henry Noël; Paul Kuhn, Special Agent in Charge - US Border Patrol; Administrative Assistant Linda Harris; a member of the press; and members of the public. County Administrator Jennifer Fish and Superintendent Ben Champagne were excused due to illness

1. Commissioner Brady opened the Commissioners' meeting at 9:02 a.m., welcomed everyone to the meeting and led the Pledge of Allegiance.
2. Approval of the Agenda: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the agenda as presented. All approved 3-0.
3. Approval of the Minutes of the January 2 and January 9, 2019, special meetings, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the January 2 and January 9, 2019, special meetings, as presented. 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 December and to authorize the Treasurer, during the month of January, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
5. Correspondence: Director of Finance Carrie Klebe distributed a letter from the NH Department of Transportation which was delivered to the office Tuesday, January 15. The letter pertained to the discontinuance of Valley Road, Cold Springs Road and a portion of Cold Spring Road in Dixville.

Commissioner Samson referred to an email received from Terri Peterson, Register of Probate, asking for the Board's support in opposition of HB305 Relative to Duties of Registers of Probate. She asked for a letter of opposition which was done previously. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to instruct the County Administrator to send a letter opposing HB305 to the Municipal & County Government Committee and the Senate members. All approved 3-0.

Commissioner Samson referred to a joint letter received from the Selectboards of Clarksville, Columbia, Stewartstown and Pittsburg on December 13, which provided an opinion on the sale of the county house. He asked if the County Administrator would reply to the towns to acknowledge receipt of the letter and to inform them that no decision has been made on the future of the house. Commissioner Brady replied that the Board is currently waiting on information to submit to the Delegation regarding the cost of remodeling the house to offices. The Delegation asked for a suggestion and the Board will provide the information. The decision will be made by the Delegation. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to direct the County Administrator to respond to the towns that the Board has not made any decision on the future of the house. All approved 3-0.

6. Hearing of the Public:

- a. Paul Kuhn, Special Agent in Charge - US Border Patrol, informed the Board on communication upgrades and that he hopes to attend more meetings in the future in order to keep the Board informed. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to send a letter to the Canaan Border Patrol office and the Washington Office thanking them for the work that is being done in Coös County. The work does not go unnoticed. All approved 3-0.
- b. Sheriff Brian Valerino updated the Board on Commissioner Samson's request at a previous meeting. The Attorney General's office will not conduct an investigation; however, a detective from Grafton County will proceed with an investigation on the matter.

The Sheriff updated the Board on departmental activities. A private citizen recently thanked the Sheriff for the increased presence in certain areas.

Captain Keith Roberge reported that he had put in a request for reimbursement in the amount of \$5,490 for snow gear through the Stonegarden grant. He explained that he had researched various prices online but did not print any of the information which would have served as quotes from outside vendors. Ultimately, all of the equipment was purchased in Coös County at LL Cote in Errol. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to waive the county's bidding process for the Sheriff's Department, for this one instance, in order to finalize this purchase. All approved 3-0.

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:

- a. The IRS recently announced the new mileage rate effective January 1, 2019 to be 58 cents per mile. The 2018 rate was 54.5 cents. The County Administrator recommended that the Commissioners consider raising the county rate to 58 cents effective, January 16, 2019. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to increase the mileage rate to 58 cents per mile effective January 16, 2019. All approved 3-0.
- b. The County Administrator received a request for \$1,500 in December from the food pantry, Feeding Hope, which serves the Berlin/Gorham area. The 2018 current balance remaining in the pantry fund was \$5,000. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Feeding Hope request of \$1,500. All approved 3-0.
- c. The NHIT July 2019-June 2020 renewal is due by February 1. By renewing the membership by this date, the County is guaranteed that the not to exceed rate will not increase. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Chair to sign the renewal agreement to guarantee the not to exceed rate. All approved 3-0.
- d. HB 305- The duties of the Register of Probate: the public hearing will be held on January 16 at 10:30 am.
- e. The following Zoning Board of Adjustment members' terms will expire at the end of February: PJ Cyr, Scott Deblois and alternate Greg Sipple. The new term will be for 3 years. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to recommend the Zoning

Board of Adjustment reappointments of PJ Cyr, Scott Deblois and alternate Greg Sipple for terms of three years to the Coös County Delegation. All approved 3-0.

- f. The 2019 Public Safety Agreements and Ambulance Agreements for the town of Carroll and the town of Errol were presented for Board approval. There were no changes to the agreements in 2019.
 - g. The 45th Parallel Emergency Medical Services Agreement was presented for Board approval. The agreement covers Dixville and the fee for 2019 will be \$1,917.04, an increase of \$417.07.
 - h. Don Campbell, Chairman of the Northern Borders Dispatch notified the County Administrator that the board agreed to amend the service contracts that were previously mailed out. The Board agreed to the service fee for Dixville, Millsfield and Wentworth Location to be \$3,500 per year and for Dix Grant, Cambridge and Atkinson & Gilmanton Academy Grant \$4,000 per year. The new agreements will be mailed out very soon.
 - i. The County Administrator attended the NHAC Executive Committee meeting on January 4. Another Executive committee meeting was scheduled for January 17.
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	13 (At the time of report the total is 18)
HOUSE OF CORRECTIONS	6
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 PT FEMALE, 1 HOC FEMALE NHSP: 1 HOC MALE STRAFFORD DOC: 1 PT MALE
AVERAGE DAILY POPULATION DECEMBER	12
MALE DAYS SERVED IN FACILITY DECEMBER	385
FEMALE DAYS SERVED DECEMBER	104 (6 females)
FEDERAL INMATE DAYS SERVED DECEMBER	0
TOTAL INMATES BOOKED DECEMBER	20
TOTAL INMATES RELEASED DECEMBER	23

- a. On December 10, 2018, the Emergency Restraint Chair was used to prevent an inmate from self-destructive/ suicidal behavior. This particular inmate has been very challenging to house and has been placed on suicide watch multiple times. This inmate was released by court order on 12/21/18.
- b. The Dupont Group created draft language to address numerous issues with the Bail Reform bill. This language is under review by the Superintendent's Affiliate and other respective agencies.
- c. For Christmas this year staff received a \$25 Wal-Mart gift card and were treated to a variety of food. This included a "make your own sub" station, cocktail shrimp, chips, desserts and soda. It

goes without saying that unfortunately not everyone can be off for Christmas; however Administration appreciates and values the dedicated employees that work through the holidays.

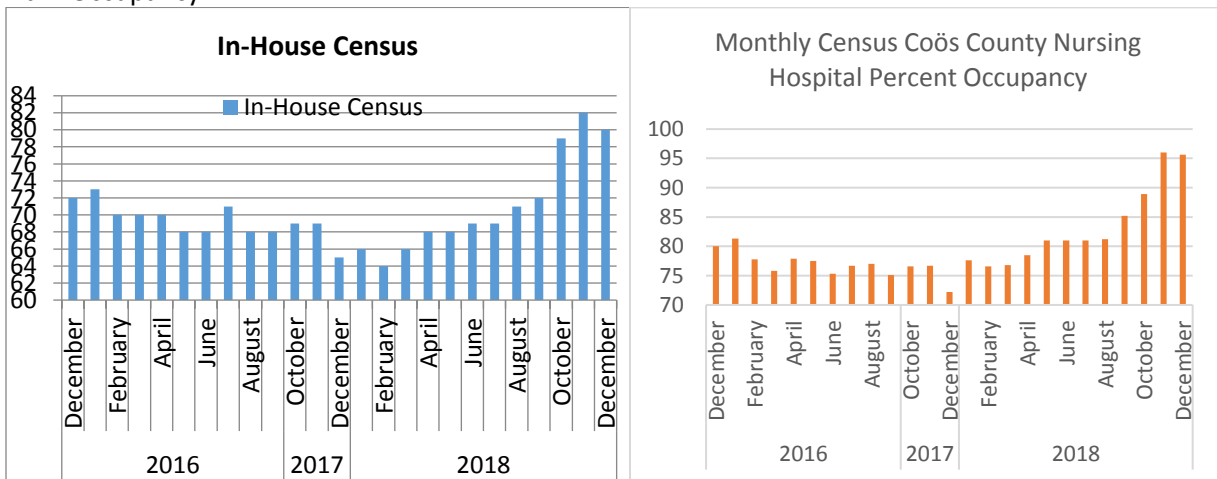
- d. A hearing on HB 349, relative to a second opinion on health care matters for state and county prisoners, was scheduled for 1/9/19. The Superintendents' Affiliate strongly opposes this bill for several reasons. If this bill was passed into law, it would give inmates the ability to circumvent the medical care that is currently provided by the Coös County Department of Corrections. This would most certainly open up the possibility of cost increases and security issues.

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 79. Occupancy for the month of December was 96.9% based on a bed count of 84. In December, there were four (4) admissions and four (4) deaths. There has been one (1) admission and two (2) deaths so far in January. There were four (4) admissions being worked on.

Of the 79 residents, fifteen (15) were Private Pay, eleven (11) were Vermont Medicaid, seven (7) were Medicaid Pending, (six for NH and one for VT.) *Totals for 2018: Forty-nine (49) admissions, twenty-three (23) deaths, twelve (12) discharges, and twelve (12) applicants that passed away before admission or went elsewhere.* Total residents receiving services or assistance from CCNH in 2018: One hundred-forty-one (141).

- b. Occupancy:



- c. Staffing: The nursing department had 48 hours open for RN/LPN. The temp RN hired last month decided to take a full time night position. A 40-hour 3-11 nurse resigned. The department continued to have a 36-hour LPN out on workers comp as well as a 40-hour LPN and a 36-hour Restorative Nurse/Charge Nurse out on FMLA. Two (2) contract nurses were working some of these hours.

The nursing department had 196 open LNA hours (4.9 FTE). A 24-hour LNA is out on maternity leave. A contract LNA has been covering some of the hours and another is coming.

- d. LNA Class: Four (4) students graduated on December 19.
- c. Survey: The Plan of Correction for the Health portion of survey was accepted on December 19. At the meeting, Ms. Mills reported that an extension was requested for the life safety plan of correction, as there has been an issue with the availability of the fire door sizes. The request was approved by the State on January 16.
- d. Medicaid Rate: The Nursing Hospital received its final new Medicaid Rate of \$161.83, a decrease of \$2.36 from its previous rate of \$164.19. The Vermont Medicaid rate will be \$226.85. An increase of \$13.30 over the current rate.
- e. Dietary: The Dietary Director and Assistant Dietary Manager requested authorization to attend the Reinhart Food Show on April 9 in Burlington, VT. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Dietary Managers from both facilities (Berlin and West Stewartstown) to attend the food show in Burlington, VT on April 9. All approved 3-0.
- f. Telephone System: Ms. Mills reported that she was called in on the holiday, New Year's Day, because the automated phone system did not work and the facility was not able to receive any calls. There continues to be issues with the voicemail system as well.
- g. QAPI: Staff continues to make progress on the QAPI Plan for the new regulations. Staff began a PIP on Pain Management and another on "Smooth Transitions" making the admissions process smoother.
- h. Family/Resident/Staff Concerns: There were no Ombudsman reports filed in December.
- i. Washing Machine: The new washer should be at the facility by the end of the month.
- j. Committee Reports:
NHAC Executive Committee - Ms. Mills attended the meeting on January 4.
NHAC Nursing Home Affiliate - Ms. Mills attended the November 8 meeting at Belknap County Nursing Home. The next meeting was scheduled for January 10.
- k. 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		0	54	0
September		0	30	0
October		0		
November		0	50+	
December		0	64	

Commissioner Grenier requested the following changes to the nursing home budgets:

- A van to be added to the Nursing Home budget; and
- Room rate adjustments reflecting the new Medicaid rates for both facilities.

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 92. Nine (9) residents were Private Pay, seven (7) residents were Medicaid pending. The average daily census for December was 91.2. There were 3 admissions, 4 deaths, and 1 discharge.

Admissions were on hold due to illness in the facility. It was hoped to have the facility cleared for admissions by January 14. At the meeting, Mrs. Belanger announced that the facility was cleared.

SNF: Part A: 7 residents. Part B: 20 residents.

Year to Date (totals for 2018): average daily census was 94, admissions 66, deaths 36 and discharge home 35. Total residents who received services at CCNH in 2018: 161

- b. Nursing Department: The department was at 216 hours of open nursing (RN/LPN) positions (5.40 FTE's). Four agency LPNs were helping to cover open hours. There were 572 hours of LNA open positions (14.30 FTE's). Seven agency LNAs were helping with open positions/hours. These figures did not reflect employees out on FMLA or workers comp.
- c. Medicaid Rate: The final rate for January 1 was received. The rate will be \$167.88, a decrease of \$4.43. The amount of \$120,697.38 has accumulated at the private pay rate for Medicaid pending residents. However, there is no guarantee that the entire portion of this amount will transfer to the Medicaid rate once Medicaid is approve. For example, penalties for transfer of assets may be applied.
- d. Northern Human Services Update: The option for the Nursing Home to bill is still not available at this time; changes in the way services are provided by the practitioner will need to take place.
- e. Dietary Department: On December 27 and 28, the new dishwasher was installed. The entire process went smoothly. The employees did a great job handling meals and dealing with paper products to minimize the handwashing of dishes and equipment.
- f. For Christmas this year the staff received a Dunkin Donuts card, a scratch ticket and \$10 from the Sunshine Fund.
- g. Primex³ Risk Management Benchmarks: The Nursing Home ended the year as follows with its Benchmark/Goals:
- Slips, Trips, and Falls: the benchmark was 7; the 2018 actual was 2.
 - Transfer Injury Claims: the benchmark was 7; the 2018 actual was 16.
 - Unexpected behaviors resulting in an injury: the benchmark was 14; the 2018 actual was 17.

Staffing numbers can be considered a direct cause for the increase in injuries resulting during a transfer. New benchmarks/goals were set for 2019 along with training sessions to help ensure that the benchmarks are doable.

h. Meetings/Committee Reports:

- *NHAC Nursing Home Affiliate*- The next meeting will be January 10.
- *North Country Health Care Workforce Group*- The next phone conference has been scheduled for January 15.
- *NHAC Executive Meeting*- The meeting was held January 5, which Mrs. Belanger attended.
- *AVH Board of Directors*- The monthly meeting has been set for January 31. Mrs. Belanger also attended the AVH Corporate Compliance Committee meeting on December 11.
- *AVH Professional Affairs Committee*- The meeting was set for January 16.
- *AVH Board Quality Committee*- The meeting was set for January 15.

- i. At the meeting, Mrs. Belanger reported that there were seven staff members interested in the upcoming LNA program being offered; however, the cost of the program is \$1,425. Mrs. Belanger reported that the education line item is budgeted at \$30,000. She did not anticipate any requests for nursing education and asked that \$9,975 of the line item be used to pay for the LNA course for these individuals. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the payment of \$9,975 for the LNA class.

Commissioner Samson asked if there was a policy in place in order to require staff to work at the nursing home upon completion of the course. Mrs. Belanger replied there was not. She added that she would gladly accept any suggestions. The Board asked for her opinion. Mrs. Belanger replied that one year was too long. She suggested six months, off shifts, 3 pm - 11 pm / 11 pm - 7 am. The Board accepted the suggestion. The motion was revised as follows: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the payment of \$9,975 for the LNA class with the contingency that the employees will work for six months, off shifts, 3 pm - 11 pm / 11 pm - 7 am. All approved 3-0.

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. All the County Taxes were received by the year-end.
- b. The Tax Anticipation Note with Passumpsic Savings Bank was paid in full on December 19. The total amount borrowed was \$7,900,000 and the total interest incurred was \$59,733.88.
- c. The Auditors, Melanson Heath have provided a time frame for the 2018 work. Because almost all of the data that needed is provided by electronic means, the auditors will be dedicating February 11 and 12 to perform preliminary work from their office in Manchester. This means they will work solely on Coös County on those days and will communicate by email and phone. The auditors will be on site in West Stewartstown on February 27 and 28. They will be giving us a new timeline approach due to our need to have the surplus calculation and financial information need for the cost reports as early as possible. They have used this approach with a few other clients and it has shown to be quite effective in meeting deadlines and having the audit completed more timely.

Commissioner Grenier requested that Mrs. Klebe obtain information on how the Delegation's recorded vote of the IDN fund will be accounted for in the financials.

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: 12/01/2018 – 12/31/2018

a. New Hires: 9

Department:	#	Positions
Nursing Home	7 (1 FT, 5 PT, 1 Temp)	1 LPN, 2 LNA, 1 UA, 3 DA
Nursing Hospital	2 (1 FT, 1 PT)	1 RN, 1 LNA

b. Separations: 2

Department:	#	
Nursing Home	1 (1 PT)	1 Hskp
Nursing Hospital	1 (1 FT)	1 LNA

c. Change in Status: 5

Department:	#	
Nursing Home	3 (PT)	2 LNA, 1 DA
Nursing Hospital	2 (1 FT, 1 PT)	1 LPN, 1 MNA/LNA

Reasons for separation/ Change of status:

1 new job

1 family

1 Health

4 Retirement

FMLA/Leave of absences/ADA/WC: 17

Nursing Home 12 (5 FT, 8 PT)

Nursing Hospital 5 (2 FT, 4PT)

- d. Michael Demars, from CCI Managed Services, met with Mrs. Brunault and Ms. Fish on January 3, 2019 and provided a report of their on site assessment of December 6 and December 7. The company has also provided Coös County with a priority plan and a course of action to proceed.
- e. On January 17, 2019, McKenzie MacDougall from NHIT will be holding an informational meeting with Berlin union members at 2 pm to outline the health insurance plans for 2019. Mrs. Brunault and Ms. Fish will also be meeting with McKenzie to review alternate plans for the retirees.
- f. On January 18, 2019, Mrs. Brunault and Ms. Fish will be meeting with the correction union members. Due to this meeting, Mrs. Brunault will not be attending the HR meeting in Concord.
- g. Both facilities have been very busy closing the end of the month, end of quarter and end of year. The 1094 and 1095C reports have been reviewed, finalized and submitted to NHIT for printing. If all goes, well all employees will have W2s by the end of the week.

13. Commissioners' Committee Reports: Commissioner Grenier reported that AVRRDD continues to

increase the availability of methane gas.

14. Other Business:

- a. Budget Transfers: The following line item budget transfers were approved by the Board:

Coös County Nursing Hospital:

To:	01-05100-0400 Accounting Staff Salaries	1,200.00	
From:	01-05100-1700 Education		1,100.00
From:	01-05100-1800 Employee Physicals		100.00
To:	01-05130-9700 Dietary New Equipment	5,000.00	
From:	01-05130-8200 Dietary Equipment Repair		4,400.00
From:	01-05130-7000 Travel		600.00
To:	01-05150-6300 Water	1,100.00	
From:	01-05150-6200 Propane		1,100.00
To:	01-05170-1200 Housekeeping Health Insurance	2,990.00	
From:	01-05170-0300 Housekeeping Aides Salaries		2,990.00
To:	01-05170-8200 Equipment Repair	1,230.00	
From:	01-05170-0300 Housekeeping Aides Salaries		1,230.00

Coös County Nursing Home:

To:	02-05620-3700 Provider Assessment	42,100.00	
From:	02-05640-2300 Contract Nurses		26,170.00
From:	02-05691-0200 Activities Aides' Salaries		5,000.00
From:	02-05630-0200 Cooks' Salaries		10,930.00
To:	02-05630-1200 Health Insurance	12,000.00	
From:	02-05630-0300 Dietary Aides' Salaries		12,000.00
To:	02-05630-5000 Food	3,900.00	
From:	02-05630-0300 Dietary Aides' Salaries		3,900.00
To:	02-05640-0400 Nursing Assistants' Salaries	2,040.00	
From:	02-05640-0900 Longevity Pay		2,040.00
To:	02-05640-1800 Employee Physicals	3,080.00	
From:	02-05640-2300 Contract Nurses		3,080.00
To:	02-05640-3100 Medical & Surgical Supplies	16,000.00	
From:	02-05640-2300 Contract Nurses		16,000.00
To:	02-05641-0100 HIM Manager's Salary	3,310.00	
From:	02-05641-0200 Health Information Clerks		3,310.00
To:	02-05650-8400 Snow Removal	3,150.00	
From:	02-05650-2900 Outside Services		3,150.00

To:	02-05670-1200 Health Insurance	15,500.00	
From:	02-05650-6600 Propane		5,100.00
From:	02-05650-8200 Equipment Repair/Maint Contracts		3,800.00
From:	02-05670-0300 Housekeeping Aides' Salaries		6,600.00
To:	02-05670-0100 Environmental Svcs Mgr Salary	1,280.00	
From:	02-05670-0300 Housekeeping Aides' Salaries		1,280.00
To:	02-05660-0200 Laundry Aides' Salaries	5,810.00	
From:	02-05660-6200 Gas for Dryers		5,810.00
To:	02-05691-0900 Longevity Pay	2,000.00	
From:	02-05691-0200 Activity Aides' Salaries		2,000.00
To:	02-05692-0100 Social Services Salaries	11,450.00	
From:	02-05691-0200 Activity Aides' Salaries		11,450.00
To:	02-05692-1300 Retirement	1,500.00	
From:	02-05692-1700 Education & Conferences		1,000.00
From:	02-05692-7000 Travel		500.00
<i>County Administration:</i>			
To:	03-04100-6700 Advertising	1,075.00	
From:	03-04100-3900 Admin Supplies & Expenses		1,075.00
<i>State Assistance Programs:</i>			
To:	03-04193-5200 Home & Community Based Care	1,235.00	
From:	03-04193-5600 Intermediate Nursing Care		1,235.00
<i>County Delegation:</i>			
To:	03-09300-7400 Delegation Expenses	2,300.00	
From:	03-09300-7500 Contingency Fund		2,300.00
<i>Sheriff's Department:</i>			
To:	03-04140-2300 Contracted Services	1.00	
From:	03-04140-0400 Deputy Transp. Salaries		1.00
To:	03-04140-1200 Health Insurance	5,884.00	
From:	03-04140-3700 Gasoline		5,884.00
To:	03-04140-4800 Deputy OHRV Exp.	164.00	
From:	03-04140-3700 Gasoline		164.00
To:	03-04140-3600 Office Supplies	400.00	
From:	03-04140-3700 Gasoline		400.00
To:	03-04140-0401 Deputies Full-Time	1,253.00	
From:	03-04140-0400 Deputy Transp. Sal.		1,253.00

To:	03-04140-0402 Overtime	335.00	
From:	03-04140-0400 Deputy Transp. Sal.		335.00
To:	03-04140-0850 In lieu of Health Benefit	250.00	
From:	03-04140-0400 Deputy Transp. Sal.		250.00
To:	03-04140-0900 Longevity	100.00	
From:	03-04140-0400 Deputy Transp. Sal.		100.00
<i>Department of Corrections:</i>			
To:	03-06100-8100 Building Repairs & Maintenance	1,115.11	
From:	03-06100-3900 Correction Supplies & Expense		1,115.11

15. Unincorporated Places:

- a. 2019 Public Safety Agreements: The public safety agreements were discussed previously under the County Administrator's report. The Board signed the agreements with the Town of Carroll for ambulance services and public safety; Town of Errol for public safety; and Errol Rescue Squad for ambulance services.
- b. The 45th Parallel Emergency Medical Services Agreement: The agreement was discussed under the County Administrator's report. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Chair to execute the agreement and to appoint the County Administrator as representative for the Unincorporated Place of Dixville. All approved 3-0.
- c. Authorization to accept prepayment of 2019 property taxes: Linda Harris, Tax Collector, requested the yearly authorization to accept prepayment of 2019 property taxes. The Board signed the authorization document.

16. Any other public input: There was no other public input.

The next regular Commissioners' meeting will be held Wednesday, February 20, 2019 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 10:23 a.m. All approved 3-0.

Respectfully submitted,

Commissioner Rick Samson, Clerk