

Coös County Commissioners  
Regular Meeting  
Coos County Nursing Hospital - W. Stewartstown, NH  
February 20, 2019  
(amended 3/13/2019)

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Superintendent Ben Champagne; Nursing Home Administrator Louise Belanger; Nursing Hospital Administrator Laura Mills; HR Coordinator Julie Brunault; Sheriff Brian Valerino; Captain Keith Roberge; County Treasurer Sue Collins; Representative Henry Noël; County Attorney John McCormick; Administrative Assistant Linda Harris; members of the press; and members of the public.

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 16, 2019, regular meeting, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the January 16, 2019, regular meeting, 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 January and to authorize the Treasurer, during the month of February, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
5. Correspondence: County Administrator Jennifer Fish presented the following correspondence:
  - A follow-up letter from Claire Stiles, Berlin in requesting the Board's support of upcoming house bills being introduced regarding OHRVs.
  - A letter from the Department of Health and Human Services requesting the Coös County portion of IDN funding. The amount requested was \$417,462.45 prior to the deduction of the bed tax. Ms. Fish noted that the request would be addressed later in the meeting.
6. Hearing of the Public:
  - HB 498 & HB 683: Commissioner Brady acknowledged that several members of the public were in attendance in regarding the discussion of HB 498 and HB 683. He noted that the County Commissioners do not vote in Concord. Commissioner Grenier stated that he has studied the two OHRV bills and neither refer to public safety. Commissioner Grenier noted that the bill restricts class V roads to allow OHRVs in municipalities. HB 683 restricts all roadways unless majority vote of town and 2/3 majority of abutters. He noted that this is bad public policy. Commissioner Samson stated that he agreed with some of Commissioner Grenier's comments. He noted that the bills make no reference to the OHRVs requiring state inspections as vehicles do.
  - Balsams: Commissioner Samson presented a copy of an article published in the NH Business Review and asked that it be placed on file with the minutes.

Commissioner Samson noted that the Board has until March 15 to state their opinion or take action on the discontinuance of Valley Road, Cold Springs Road and a portion of Spur Road. Commissioner Brady replied that if the Board takes no action the roads will be discontinued as Class V highways and revert to the County. Commissioner Samson noted that the Board needs to know the ramifications if the roads revert to the County and the Balsams project does not go through. Commissioner Grenier replied that the roads are being handed to the developer and will be their responsibility. The roads will not be the County's responsibility once turned over to the developer. Commissioner Samson asked that the record show that he was opposed to the County taking the roads back.

Public Comments:

- Monique Petrofsky, Stewartstown, spoke in favor of the OHRV bills and provided statistics on noise levels and to the accidents of underage driving.
- Henry Gosselin, Success, noted that the State should contribute to help with the maintenance of trails.
- Mark Hunt, Colebrook, stated that he was opposed to the ATVs. He noted that he has been looking for help to resolving the issue, looking for fairness.
- Bob Barker, Columbia, spoke in regards to the discontinuance of the roads in Dixville. He asked if county taxes will be responsible for the maintenance of these roads. Commissioner Brady replied that Dixville would be responsible. He continued that each Unincorporated Place is its own entity with its own budget. The Commissioners serve as the Selectmen and the Delegation as members of the public. The roads will be maintained by the property owners. Commissioner Grenier added that owners of the Balsams property will accept the roadways and be responsible. The county taxpayers will not be responsible.

Mr. Barker also spoke of his concerns regarding the Commissioners' opposing views relating to the Balsams in the local newspapers and presented a right to know request to the County Administrator.

Commissioner Samson presented comments relating to the Balsams TIF, copy of which is on file. He concluded that he is 100% in favor of the redevelopment of the Balsams but not by the proposed tax increment district.

Coös County Treasurer Sue Collins explained that Dixville is a legal entity of its own administered by the Commissioners. It has its own tax structure, taxpayers, etc. She explained how the tax increment district would work. The new value for the Balsams would be used to pay the TIF. The county taxpayers would not be responsible for the TIF. Balsams View is the major taxpayer for Dixville. Commissioner Samson noted that the Balsams paid roughly \$56,000 of property taxes in 2018. Ms. Collins replied that those funds are applied to the Dixville budget not the county budget. The original assessment of the Balsams at the time that the TIF is put in place will be used for property taxes. The difference (new assessment) will be applied to the TIF.

Clayton McDonald, Stratford, questioned the process of obtaining the bond. Commissioner Grenier noted that the Board would be obtaining a legal opinion on the process of obtaining a bond and report back to the Board and to the Delegation.

County Treasurer Collins reminded everyone that the Commissioners and Delegation will not approve the bond without legal counsel. Representative Noël noted that bonding agencies cannot currently bond to Unincorporated Places. The proposed legislature will assist this process. Commissioner Brady stated that the bill is enabling legislation to assist all of the Unincorporated Places not just one. Lenders can only interact with corporate entities. The Unincorporated Places are not corporate.

Ray Gorman, Colebrook Selectman, spoke in support of both ATVs and the Balsams.

Allen Bouthillier, Lancaster, stated that ATV issues should be left to the communities to resolve.

Commissioner Brady thanked the members of the public for their comments.

County Administrator Jennifer Fish reported to the Board that Drummond Woodsum was recommended by Attorney Mark Broth for bond counsel services. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to engage the services of Drummond Woodsum as legal and bond counsel to be paid for by the property owner. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to oppose HB 498 & HB 683 as written. Commissioner Grenier stated that the bills as written destroy the economy in Coös County. The house bills should be sent to a study committee with all of the stakeholders involved to work out their differences. If the bills are killed, it will be two more years of aggravation. The study would go through the summer with recommendations in the fall. Commissioner Samson asked if the motion should be that the Board recommend HB 498 & HB 683 be sent to study. Commissioner Grenier reiterated that he could not support the house bills as written. There has to be a middle ground. Both Commissioner Grenier and Commissioner Brady withdrew their motion. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to send a letter to the committees encouraging that HB 498 & HB 683 go to study and find amicable solutions. 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. Ms. Fish reported that the server failure in West Stewartstown had not been resolved. There were still employees that did not have access to files, emails, and internet. A proposal was received for a new server and IT services from CCI Managed Services which will be discussed during the budget revisions.
  - b. Ms. Fish requested permission to look into offering Medicare RX plan for retirees. NH Interlocal representatives would meet with the Commissioners and retirees to explain the plan in detail. The Board granted approval.
  - c. A representative for Met Life met with Julie Brunault and Ms. Fish to consider offering voluntary life insurance plans for employees. A representative would be willing to meet with the Commissioners to provide more detailed information.

- d. Ms. Fish requested that the Commissioners consider adopting RSA 76:13. It allows for interest owed on delinquent property tax payments to be waived up to \$25.00 upon the approval of the Select Board if in the Tax Collector's judgement, the cost of collection does not warrant the amount due. Linda Harris, Tax Collector, recommended up to \$1. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adopt RSA 76:13 with the amount to be waived up to a \$1.00. All approved 3-0.
- e. Ms. Fish presented the 2019 Public Safety Agreement and Ambulance Agreement for the town of Gorham. There was no change to the Public Safety agreement in 2019. The ambulance agreement increased to \$30,600; an increase of \$4,720.

Commissioner Grenier stated that he was willing to sign the public safety agreement; but not the ambulance agreement as \$4,700 was an extreme hike. The Board agreed. The public safety agreement was signed.

- f. Ms. Fish was contacted by the Town of Stark to share the cost of perambulation of the Stark/Kilkenny line. The cost of \$5,625 was included in the 2019 Kilkenny budget. The White Mountain National Forest Pilt covers the expense.
  - g. Ms. Fish attended the NHAC Executive Committee meeting on February 1. She is the county's representative for the association's Steering Committee and attended the first Steering Committee meeting via telephone on February 15.
  - h. The North Country Council Board meeting is scheduled for February 22 at 1 pm in Littleton.
  - i. The 45<sup>th</sup> Parallel EMS Board meeting is scheduled for February 27, 2019 at 6 pm.
  - j. The Zoning Board of Adjustment meeting is February 28, 2019 at 6 pm.
  - k. Ms. Fish requested a non-meeting to discuss Collective Bargaining matters.
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:

<b>TOTAL IN FACILITY</b>	<b>18</b>
HOUSE OF CORRECTIONS	8
PRETRIAL	10
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: 6 HOC FEMALE
AVERAGE DAILY POPULATION JANUARY	18
MALE DAYS SERVED IN FACILITY JANUARY	553
FEMALE DAYS SERVED JANUARY	145 (10 females)
FEDERAL INMATE DAYS SERVED JANUARY	0
TOTAL INMATES BOOKED JANUARY	23
TOTAL INMATES RELEASED JANUARY	16

- a. The department has been housing an inmate that requires an extreme level of caution due to his level of mental illness. Pursuant to NH RSA 623-A:1, the Superintendent has requested alternative housing at the Secure Psychiatric Unit of the New Hampshire State Prison. At the time of the meeting he had yet to be successful in the transfer request.
- b. A notice was received from Corrections Officer Michael Rodevitz that he will be resigning effective March 2, 2019. The Superintendent was saddened to hear of this news as Officer Rodevitz has been an exemplary employee. He was wished well in all future endeavors.
- c. The Superintendent was notified that effective April 1, 2019, Dr. Bruce Katz, DDS would be retiring and closing his practice. Dr. Katz has served the Department of Corrections inmate dentistry needs for many years. He was wished well in his retirement. The Superintendent was pleased to report that Dr. Dana Bartlett, DDS of North Woods Dental in Colebrook, NH has agreed to serve the department's inmate dentistry needs.
- d. On February 13, 2019, the Superintendent made a conditional offer of employment to Connor P. Keenan of Pittsburg, NH. Mr. Keenan and his family moved north to Pittsburg from Massachusetts in the last few years. The department is eager to have him aboard.
- e. The Community Programs Corporal and Superintendent met with the Pittsburg Selectmen on February 11, 2019 to discuss possibilities of making their transfer station more efficient for the recycling program.
- f. A Non Public Session was requested under RSA 91-A:3 II (a)

While discussing the facility's census, Superintendent Champagne stated that the bail reform is not working and not good for the public. Sheriff Valerino agreed. The Sheriff stated that the Coös Chiefs of Police and the Sheriff's Association will be taking a stand on the issue.

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 82. The occupancy for the month of January was 96.1% based on a bed count of 84. In January, there were five (5) admissions and four (4) deaths. There has been one (1) death in February. There is a waiting list for admissions. Someone from the list will be admitted this week or early next week.

Of the 82 residents, fifteen (15) were private pay, eleven (11) residents were Vermont Medicaid, four (4) residents were Medicaid Pending [three (3) for NH and one (1) for VT.]

Totals for 2019: Five (5) admissions, five (5) deaths, no (0) discharges and twelve (12) applicants on the waiting list. Total residents receiving services or assistance from CCNH in 2019: Ninety-nine (99).

  - b. Staffing: The nursing department has 36 hours open for RN/LPN. Two (2) new nurses were being oriented for positions. Two (2) contract nurses will be working until the new nurses' orientations are complete.

The nursing department had 244 open LNA hours (6.1 FTE). One (1) 32 hour LNA was on FMLA. Two (2) contract LNAs have been covering some of the hours and one more coming.

Ashley Hodge, BSN, RN has accepted the position of Director of Staff Development while Shelly Brown, RN has moved to take over as the Restorative Nurse.

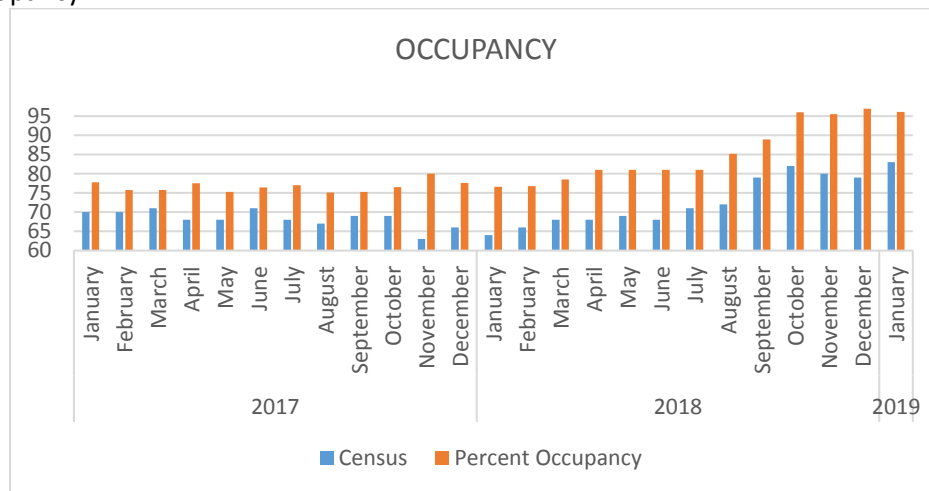
- d. Dentist: On February 1, the Nursing Hospital received notice from Dr. Bruce Katz that he would be retiring from practice. His last visit to the facility will be March 19. He expects the practice to be closed as of April 1. Staff is in the process of finding replacement dental services for the residents.
- e. Survey: The fire doors were completed on February 14. Joe Romeo, Life Safety Surveyor arrived on February 15 for the follow-up visit after survey. The facility is finally back in compliance.
- f. Medicaid Rate: The Nursing Hospital received its final new Medicaid Rate for Vermont. In 2018, the state of NH changed the formula for MQIP so the calculations were not clear. Vermont refused the initial rate request so we had to renegotiate the new rate. It will be \$214.98. This is an increase of \$1.45 over our previous rate.
- g. Telephone System: The phone system is mostly up and running. There are still a few random glitches that pop up every now and then. Issues will continue to be addressed as they occur.
- h. Computers: The server crashed on February 11. Computers are slowly getting back up and running after over a week.
- i. QAPI: Staff continues to make progress on the QAPI Plan for the new regulations. Staff has begun a PIP on Pain Management and another on "Smooth Transitions" making the admissions process smoother.
- j. Family/Resident/Staff Concerns: Two Ombudsman reports were filed in January.
- k. Washing Machine: The new washer was installed on February 11 and 12.
- l. Nursing Hours at the Department of Corrections:

	2018	2019
	Minutes	Minutes
January		59
February		
March		
April		
May		
June		
July		
August	54	
September	30	
October		
November	50+	
December	64	

m. Committee Reports:

- NHAC Executive Committee: Ms. Mills was unable to attend the meeting on February 1 due to interviewing candidates for the Staff Development Director position. The next meeting is scheduled for March 8.
- NHAC Nursing Home Affiliate: The December meeting was cancelled. Ms. Mills was unable to attend the January 10 meeting due to weather. There was no call in number. She attended the February 14 meeting via conference call. The next meeting is scheduled for March 14 at Merrimack County.
- Workforce Development: Ms. Mills attended the meeting on January 15 and attended the meeting on February 19 via conference call. The next meeting is scheduled for March 19.

n. Occupancy:



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. Ten (10) residents were private pay; seven (7) residents were Medicaid pending. The average daily census for January was 93.5; there were seven (7) admissions, one (1) death and one (1) discharge.

SNF: Part A: 10 residents. Part B: 22 residents. Year to Date (totals for 2019): Same as above. Total residents who have received services year to date at CCNH in 2019: 102

- b. Nursing Department: The department currently had 216 hours of open nursing (RN/LPN) positions (5.40 FTE's). Four agency LPNs have been helping cover the open hours. There were 628 hours of LNA open positions (15.70 FTE's). Nine agency LNAs have been helping with open positions/hours. These figures did not reflect employees out on an FMLA or worker's comp.
- c. Music & Memory: The Activity staff was recently trained in the Music & Memory program. The program exists to enhance the quality of life for elders in the nursing centers through personalized music delivered through digital technology. The nursing home already has some equipment on hand but will be receiving additional free equipment in the very near future to fully utilize a Music & Memory program.

- d. Northern Human Services Update: The option for the nursing home to bill is still not available. Changes in the way services are provided by practitioner will need to take place.
  - e. Meetings/Committee Reports:
    - *NHAC Nursing Home Affiliate* - The meeting was held February 14 attended via teleconference.
    - *North Country Health Care Workforce Group* - Phone conference was held January 22.
    - *NHAC Executive Meeting* - Mrs. Belanger attended the meeting held February 1.
    - *AVH Board of Directors* - The monthly meeting was January 31.
    - *AVH Professional Affairs Committee* - The meeting was January 16.
    - *AVH Board Quality Committee* - The meeting was January 15.
  - f. At the meeting, the Nursing Home Administrator presented two tuition loan agreements and the facility license for the Board's signature. The documents were signed.
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 bids for the Tax Anticipation Note were opened at the meeting. The bids were as follows:
 

Northway Bank	2.45%
Mascoma Savings Bank	2.99%

Woodsville Guaranty Savings Bank did not submit a bid.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the Tax Anticipation Note to Northway Bank at a rate of 2.45%. All approved 3-0.
  - b. 2018 was closed on February 4. This was possible by every department head submitting their invoices promptly and Kara Sweatt played a very important part in being so prompt in the closing. The year will have to be re-opened to make adjustments per the Delegation votes at the March meeting and audit adjustments. This will probably occur in March or April and is an annual procedure.
  - c. After some internal discussions and feedback, Mrs. Klebe has advised the team that it is time to step back from the BMSI Time & Attendance programming. If the BMSI T&A came to fruition, it will be a great program for the county, but she was concerned of how long it will take to make it a great program. Staff will be stopping work on the new time clock system and re-consider options in the spring. The BMSI Time and Attendance program and clocks are very cost efficient, but in return for product cost savings, the payroll specialists have become programmers and this is not cost efficient nor does it work into the department's objectives. Tim from BMSI has been very positive and helpful in trying to make this program work. He, Rose Hibbard and Brenda Ladd have put in a lot of time trying to make the product work, but Ms. Klebe felt the need to step back and re-evaluate the situation. Bruce Perlow, Sr., the owner of BMSI was scheduled to come to WSNH on February 19 to see first-hand the concerns but unfortunately the meeting was re-scheduled due to the server problem.



- d. The Auditors, Melanson Heath were scheduled to work with us on February 11 and 12 to begin the audit. The work with Melanson Heath was limited due to the ability to submit most of the files. The auditors are scheduled to come to the County Offices on February 27 and 28. It is very important that they are able to work on the audit so in turn staff can verify the year-end numbers and will be able to prepare the reports needed for the Cost Reports.
- e. On Monday, February 11, when the server became disabled, Mrs. Klebe was working on the budgets to be submitted to the Board by Wednesday. When she realized that the files were not going to be accessible quickly, she was able to re-create most of the County budget by emails that were sent to department heads. Linda Harris completed the sections that were not available from a printed copy. The 2018 Unincorporated Budget was obtained from the Melanson Heath portal and Kara did a lot of data entry work to update the budget to current needs. Because staff did not have the BMSI software for payroll available in West Stewartstown, Rose Hibbard drove to Berlin on Wednesday afternoon to complete payroll on Berlin's system. Danielle Rioux stayed late to help Rose. This was a lesson learned that each Nursing Home has the ability to complete payroll at the other facility in case of a disaster. With the help of BMSI, Accounts Payable was installed onto Kara's desktop so she was able to run checks. Mrs. Klebe was very appreciative for the teamwork of everyone involved.

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: 1/01/2019 – 1/31/2019

a. New Hires: 10

Department:	#	Positions
Nursing Home	4 (2 PT, 2 Temp)	1 RN, 2 LNA, 1 UA
Nursing Hospital	5 (PT)	1 RN, 4 LNA
County	1 (FT)	1 Extension Office

b. Separations: 5

Department:	#	
Nursing Home	2 (1 PT, 1 Temp)	2 LNA
Nursing Hospital	3 (PT)	1 RN, 1 LNA, 1 UA

c. Change in Status: 1

Department:	#	
Nursing Hospital	1 (PT)	1 LNA

d. Reasons for separation/Change of status:

- 1 new job
- 1 returning to school
- 1 did not meet on call requirements
- 1 personal
- 2 Retirement

e. FMLA/Leave of absences/ADA/WC: 18

Nursing Home	15 (5 FT, 10 PT)
Nursing Hospital	3 ( 2 FT, 1 PT)

- f. On January 31, 2019, Mike Demars, CCI Managed Services, Jennifer Fish, Julie Brunault and David Leveille participated in a conference call to discuss and review the CCI proposal. CCI proposals included Managing Server, Managing Workstation, Managing and updating our Backup Device and updating and managing our emails system. The managed backup cost includes everything: Hardware, installation, monitoring, and service work needed to guarantee backups are working.

Commissioner Grenier inquired about the total cost. Ms. Fish stated that the cost of the proposal was \$90,000. The cost of the server and hardware was \$32,000 and is included in the proposed budget. The server will cover the West Stewartstown, Berlin and Lancaster facilities.

- g. On January 29, 2019 William Sullenberger from New York Life met with Jennifer Fish and Mrs. Brunault to introduce his company's products of short and long term disability insurance and term and whole life insurance. Mr. Sullenberger was referred by Merrimack County and he and his product come highly recommended. Mrs. Brunault requested permission from the Board of Commissioners for Mr. Sullenberger to hold an informational meeting to present and offer his product to Coös County employees. The Board approved the request.
- h. Ms. Fish and Mrs. Brunault have been communicating with NHIT to offer a cost effective prescription plan to Coös County retirees. The prescription plan is through "Aetna". Currently the monthly cost for a retiree with prescription coverage is \$938.31 and if the retiree elects no prescription coverage it is \$412.88. The difference is \$525.43 just for participation in the prescription program. The "Aetna" prescription program is \$185.24 per month. Mrs. Brunault requested permission from the Board of Commissioners to invite NHIT and Coös County retirees for an informational session regarding the prescription plan. NHIT will have two representatives to sit one on one with the retirees and answer all their questions. This would be a saving to the retirees and also to the county. The total cost for the supplemental and the "Aetna" prescription plan is \$598.12 per month. The Board approved the request.
- i. On February 6, 2019, Chantal Rioux and Mrs. Brunault attended an educational session at Primex<sup>3</sup> on "Free Speech and Public Sector Employees". Thomas Closson from Jackson Lewis presented information regarding the increase use of social media and the rights of an employer. Mrs. Brunault stated she was working on a policy, with the help of Primex<sup>3</sup> for Coös County to adopt.

13. Commissioners' Committee Reports:

Commissioner Grenier stated he had been contacted by AVRRDD that his term on the Board will expire on March 31, 2019 and the Board will need to reappoint him. A motion was made by Commissioner Samson, seconded by Commissioner Brady to reappoint Paul Grenier as the Coös County Commissioner representative on the AVRRDD Board with Tom Brady as first alternate and Rick Samson as second alternate. All approved 3-0.

14. Other Business:

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

*Coös County Nursing Hospital:*

To:	01-05120-3700 Provider Assessments	41,570.00	
From:	01-05140-1200 Nursing Health Insurance		41,570.00

*Coös County Administration:*

To:	03-04100-2000 Outside Legal Service	4,250.00	
From:	03-04100-3900 Administrative Supplies & Expense		4,250.00

*Sheriff's Department:*

To:	03-04140-1300 Retirement	2,766.00	
From:	03-04140-3700 Gasoline		2,766.00

- b. IDN Funding - Supplemental Budget: Ms. Fish referred to the letter received from DHHS requesting the 30% appropriation for IDN funding of \$417,462.45 prior to the deduction of the 5.5% bed tax of \$22,960.43. The net amount totaled \$394,502.02. Commissioner Grenier stated that was not the amount quoted by the Commissioner and voted on by the Delegation. He referred to RSA 24:14-a Supplemental Appropriations and noted that the Delegation voted to spend the funds without following the law. He will not authorize payment for something where the law was not followed. A motion was made by Commissioner Grenier, seconded by Commissioner Samson that the Board instruct the County Administrator to not pay the appropriation until the Delegation has provided a legal vote and clarification of the figure requested. County Treasurer Sue Collins noted that all towns will need to be notified and DRA will want a separate resolution.

- c. Review & Approval of Proposed 2019 Budget:  
Commissioner Grenier stated that the total county tax increase with the current budget was \$452,500. The estimate surplus was \$1,453,523.97. He suggested the following:

Estimated Surplus	\$1,453,523.97
County tax increase	-452,500.00
IDN Funding	<u>-340,927.67</u>
	\$660,096.30

He also suggested removing \$12,000 from Special Appropriations to offset CCI Managed Services costs. The following deductions were made to the special appropriations requests:

Senior Meals	-1,200
Retired Senior Volunteer Program	-1,000
Coös Economic Development Corp.	-5,000
Homeless Outreach Intervention	-3,000
Coös ServiceLink Resource Center	-1,800

He also noted that the proposed budget did not include cost of living increases. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to recommend the Coös County proposed budget changes to the Delegation for the 2019 Annual Budget Meeting. All approved 3-0.

Commissioner Samson inquired about the status of the air conditioning in the kitchen at the West Stewartstown facility. Ms. Mills replied that the project will be done before summer. She reported that the facility is experiencing hot water heater issues.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to recommend the Unincorporated Places proposed budget changes to the Delegation for the 2019 Annual Budget Meeting. All approved 3-0.

15. Unincorporated Places:

- a. Approval of CAI Technologies Tax Map Maintenance Contract: Linda Harris presented the CAI Technologies contract in the amount of \$1,000 for the Board's approval. The Board signed the contract.
- b. Approval of the CNP 2019 General Assessing Services Contract: Linda Harris presented the 2019 General Assessing Services Contract in the amount of \$4,000. The Board signed the contract.
- c. Request for Abatement of 2018 property taxes - Success: Linda Harris presented a request for abatement in the amount of \$466. The purpose of the abatement was to correct an error in the tax system due to a transfer of property. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the abatement. All approved 3-0. The Board signed the abatement.

16. Any other Public input:

- a. Sheriff Brian Valerino reported that there was an issue with one of the cruisers and provided committee updates. The department received a donation from Jim & Luanne Pelkey of Mr. Pizza of funds in the amount of \$1,000 for the purchase of an OHRV radar gun.

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) at 1:08 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out non-public session at 1:14 p.m. All approved 3-0.

The next regular Commissioners' meeting will be held Wednesday, March 13, 2019 at the Coös County Nursing Home in Berlin, NH.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 2:15 p.m. All approved 3-0.

Respectfully submitted,

Commissioner Rick Samson, Clerk