

Coös County Commissioners
Regular Meeting
North Country Resource Center - Lancaster, NH
July 10, 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; Captain Keith Roberge, Administrative Assistant Linda Harris and a member of the press.

1. Commissioner Brady opened the Commissioners' meeting at 9:00 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 amend the agenda as follows:
 - A non-meeting request from County Administrator Jennifer Fish to discuss negotiations.
 - Non-public session requests from Nursing Hospital Administrator Laura Mills and Commissioner Samson under RSA 91-A:3 II(a); County Administrator Jennifer Fish under RSA 91-A:3 II(b).All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the amended agenda. All approved 3-0.

3. Approval of the Minutes of the June 18, 2019, regular meeting, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the June 18, 2019 regular meeting. 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 June and to authorize the Treasurer, during the month of July, 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 she had no correspondence.
6. Hearing of the Public:
 - a. Brendan Prusik, Coös County Forester, presented a list of items to discuss with the Board.
 - An invasive plant known as the Japanese knotweed has been located on the county farm near the Connecticut River. Mr. Prusik presented an Invasive Plant Species Control Agreement between Coös County and Upper Connecticut Cooperative Invasive Species Management Area (UCCISMA). The agreement would allow UCCISMA partners to undertake control activities over a three year period (2019-2022). A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the County Forester to engage the services of UCCISMA to control the invasive weed on county land. All approved 3-0.
 - The recently hired administrative assistant is interested in furthering her education. UNH employees are able to obtain a free education through the university. Mr. Prusik requested

to present a proposal to the Board to transfer the employee from Coös County to UNH for the next budget season. The Board agreed to listen to the proposal.

- Community and Economic Development in Coös County: Mr. Prusik reported that since becoming the Community and Economic Development Specialist, the county forester position has only been half time. He noted that Coös County needs a full time forester.
- Office Space: Mr. Prusik stated that two additional people have been hired and space has become an issue. The MOU indicates that any modifications to the building must be presented to the Board. A proposal has been worked on to create more office space in the current location. Chairman Brady asked that the information be emailed to the County Administrator.
- In his role as county forester, Mr. Prusik he noted that this area has been on the back burner. However, he asked if the Board wanted him to continue work on the County Forest Plan previously discussed and spoke of a possible timber sale. The Board requested that he continue working on both.

Commissioner Samson inquired if Steve Turaj's position had been filled. Mr. Prusik replied no. Offers were made to two individuals and both declined. Another round of interviews will be starting at some point.

Commissioner Samson inquired if the unused funds appropriated for that position could be used for the office renovations.

- b. Captain Roberge reported that the new cruiser was ready to be picked up in Ossipee.

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 change order for the insertion valve was approved by all parties. The total price is \$12,037. The completion date of the interconnection is August 2 with a final complete date of August 31.
- b. The County Administrator attended the Steering Committee Meetings on June 14 and June 28. The next meeting is scheduled for July 16. The Committee is planning on presenting By-Law recommended changes to the Executive Committee on August 2 at the NH Association of Counties meeting.
- c. Ms. Fish requested a non-meeting to discuss collective bargaining.
- d. Ms. Fish requested a non-public in accordance with RSA 91-A:3 II(b).
- e. Ms. Fish reported that at the last meeting Commissioner Samson had requested a copy of the written policy pertaining to the Commissioners' Health Insurance and copies of the minutes pertaining to the discussion of such policy. Ms. Fish reported that she has not found any written policy. She has researched Delegation minutes and presented a copy of an excerpt from

Delegation minutes of May 24, 1996. She has not found any additional information and has looked as far back as the 1970s. Commissioner Grenier read the excerpt into the record.

Rep. St. Hilaire asked what other compensation the officials receive. The commissioners get the same percentage of health insurance premiums as regular employees and mileage. They were given health insurance about ten years ago in lieu of a raise.

Commissioner Brady noted that Edith Tucker had reported on Commissioners' compensation prior to his election in 2003/2004. The article might have some of the information Commissioner Samson is requesting. Commissioner Samson is questioning why he is not eligible for the opt out that is offered to employees. Both Commissioner Brady and Commissioner Grenier get the health insurance benefit but he does not. He is looking for fairness.

Ms. Fish reiterated that she has no written policy. She also noted that other elected county officials do not receive the opt out. Commissioner Grenier stated that he served 16 years without taking the health insurance and did not receive the opt out. HR Coordinator Julie Brunault clarified that the opt out for employees was \$2,000.

- f. Bids for the purchase of the 2009 Ford Van were opened and reviewed by the Board:

H-Q Mechanical/Edward Quigley	\$3,100
Randall Berube	2,701
Randall Berube	2,259
Ronald Wert	555.55

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the bid to H-Q Mechanical/Edward Quigley for the amount of \$3,100. All approved 3-0.

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 ON JUNE 30 , 2019	20
HOUSE OF CORRECTIONS	8
PRETRIAL	12
NH STATE PRISON INMATES	1
OTHER COUNTY INMATES	0
ELECTRONIC MONITORING PROGRAM	1
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 3 HOC FEMALE, 2 PT FEMALE MERRIMACK DOC: 1 PT MALE NHSP: 2 HOC MALE
AVERAGE DAILY POPULATION JUNE	12
MALE DAYS SERVED IN FACILITY JUNE	361
FEMALE DAYS SERVED JUNE	157 (8 females)
FEDERAL INMATE DAYS SERVED JUNE	1 (1 inmate)
TOTAL INMATES BOOKED JUNE	23
TOTAL INMATES RELEASED JUNE	9

- a. Superintendent Champagne was pleased to announce that Corrections Officer Jason Rella was selected to fill the vacant Third Shift Sergeant position. CO. Rella brings an incredible level of leadership, positivity and knowledge to the shift. The Superintendent was confident that Sgt. Rella will excel in this position.
- b. On June 24, 2019, a round table discussion was had with partners from the Colebrook Northern Human Services office and corrections medical/ security staff. This discussion outlined the needs of Coös County Department of Corrections inmates as it relates to *Case Management*. The department has struggled for a long time in meeting effective re-entry goals of its inmate population. A potential partnership with Northern Human Services would offer case management to its population to target a wide variety of needs before inmates are released to include; veteran's affairs, child services, employment, behavioral health, medical, housing, opioid use disorders and more. Superintendent Champagne requested permission from the Board of Commissioners to outline a structured program format and associated costs for presentation to the Integrated Delivery Network/ IDN in attempt to access funding.

The Board agreed but also requested a copy of the proposal prior to the presentation.

- c. Superintendent Champagne was pleased to announce that Jean-Pierre Allard from Pittsburg, NH was hired to fill a vacant Corrections Officer position. Mr. Allard was welcomed to the team at CCDOC.
 - d. The annual uniform order has been completed.
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. Occupancy for the month of June was 98.8% based on a bed count of 84. In June, there were two (2) admissions and one (1) death. There has been one (1) discharge in July. Two admissions were being planned for next week.

Of the 82 residents, fifteen (15) were Private Pay, fourteen (14) residents were Vermont Medicaid, nine (9) residents were Medicaid Pending, (seven (7) for NH and two (2) for VT.) In many instances, residents are dying while on Medicaid Pending. The Social Services Director and Resident Accounts have been attending meetings with NH Medicaid to work through these cases.

Totals for 2019: Thirteen (13) admissions, ten (10) deaths, one (1) discharge.

Total residents receiving services or assistance from CCHH in 2019: One hundred-ten (110).

One bed has been placed back in one waived room so far, bringing the bed count back up to 85.

The waiting list has decreased some. Some potential residents have passed away while waiting for a bed. Others are concerned there will not be a bed when they need it so they are getting on the list now to be assured a spot when they are ready, but are not yet ready. Currently there are eighteen (18) people on a waiting list for admissions (six (6) women and twelve (12) men.) More calls and inquiries come in daily.

b. Staffing:

The nursing department has 36 hours open for RN/LPN. One (1) 40 hour LPN will be going out on Medical Leave. Two (2) contract LPNs will be coming in to cover. Until then, administrative nurses are filling the holes.

There are 396 open LNA hours (9.9 FTE). One (1) 32 hour LNA has been out on Workers Comp; one (1) 32 hour LNA on Maternity Leave and one (1) 32 hour LNA out on Medical Leave. Six (6) contract LNAs have been covering some of the hours and two (2) more arriving in the next two weeks.

Dietary: Dietary Director Chantal Rioux submitted her resignation. Her last day will be August 9. Assistant Dietary Manager Patrick Kennett has accepted the position of Dietary Director. The nursing hospital will miss Chantal, but the facility is very fortunate that Patrick has been on staff as the assistant and learned the ropes with Chantal over the past three years.

- c. LNA and MNA Classes: The new Staff Development Director, Ashley Hodge, BSN, RN has been approved as the Coordinator and Instructor for the Nursing Hospital LNA and MNA Programs. She is planning the MNA class this month and an LNA class for September.
- d. Medicaid Rate: The final NH Medicaid Rate for July 1 has been received. The rate changed again after the facility was given the "final rate." The rate is now \$158.69, a decrease of \$3.14 from the previous rate of \$161.83. The VT Medicaid Rate should be \$214.05, a decrease of \$0.93 from the previous rate of \$214.98 once it is approved by the State of Vermont.
- e. Telephone System: The Maintenance Department ran the new wires from the phone room in the basement to the IT Office on First Floor. The telephone system has been migrated to the new server.
- f. QAPI: Staff continues to make progress on the QAPI Plan for the new regulations. Staff continues to work on the PIPs for Pain Management and for making the admissions process smoother.
- g. Family Picnic: The Annual Family Picnic will be held Sunday, July 14. The theme this year is "Picnic in the Park."
- h. Family/Resident/Staff Concerns: No Ombudsman reports were filed in May.
- i. Dentist: Ms. Mills continues to search for replacement dental services for the residents.
- j. Kitchen A/C: The Plant Manager has been working on a new venting system for the dishwasher and has reached out to Arctic Air to work out a plan to reactivate the Fujitsu system.
- k. Committee Reports:
- NHAC Executive Committee: The next meeting is scheduled for August 2, 2019 at the new Dupont/Rumford offices.
 - NHAC Nursing Home Affiliate: Ms. Mills hosted the meeting on June 13 in W. Stewartstown. The next meeting is scheduled for September 12.
 - Workforce Development: The date for the next meeting has not been set yet for July.

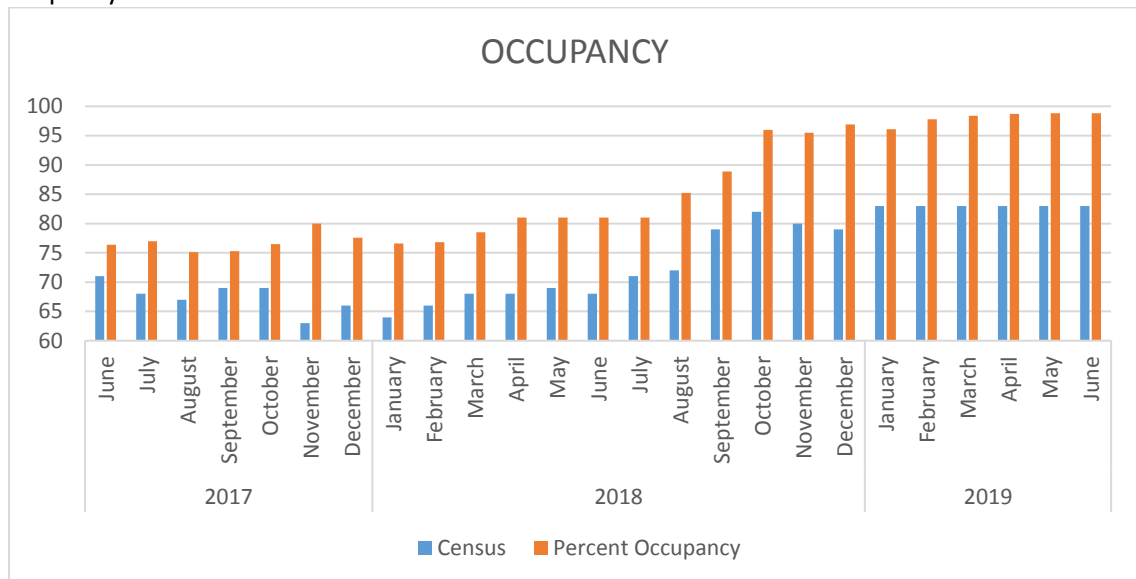
- LNA Day of Education Committee: The group met via conference call on June 24. The date for the next meeting has not been set yet for July.

I. Nursing Hours at the Department of Corrections:

	2018	2019
	Minutes	Minutes
January		59
February		5
March		53
April		1
May		1
June		7

- m. Ms. Mills requesting three (3) Non- Public sessions per RSA 91-A:3 II (a). At the meeting, Ms. Mills reported that she only had two matters to discuss.

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: Current census was 97. Twelve (12) residents were Private Pay; seven (7) residents were Medicaid pending. The average daily census for June was 94.5; there were 7 admissions, 5 deaths, and 2 discharged.

SNF: Part A: 8 residents; Part B: 17 residents. Some residents are counted twice if receiving multiple rehab services (PT, OT, and SP).

Year to Date (totals for 2019): Average daily census is 94.6, admissions 37, deaths 15, discharged 16. Total residents who have received services year to date at CCNH in 2019: 126

- b. The Nursing Department currently had 448 hours of open nursing (RN/LPN) positions (11.2 FTE's) this is an increase of 96 hours per week. Seven (7) agency LPNs and one (1) RN are helping cover

open hours. The Nursing Department also had 692 hours of LNA open positions (17.3 FTE's) this is an increase of 56 hours per week. Nine (9) agency LNAs have been helping with open positions/hours. These figures do not reflect employees out on an FMLA or workers Comp.

- c. Bids for the purchase of the 2009 Ford Van: Bids were reviewed under the County Administrator's report.
- d. Medicaid: The Final Medicaid room rate for July 1 was \$174.03 which is an increase of \$6.15.
- e. Rehab Provider: Healthpro Heritage started on July 1, they replaced Select Rehabilitation. The transition on July 1 went smoothly; however, the data uploads that took place on Friday, June 28 were in question because of the temporary loss of internet and access to files that occurred late morning.
- f. Point Click Care: Financial training took place on June 28 and another session was planned for July 9.
- g. North Country Home Health & Hospice Agency has increased their services available to the nursing home: holistic approaches along with the addition of a nurse practitioner. A presentation will be coordinated later in the summer for the Family Support Group.
- h. QAPI: (Quality Assurance Performance Improvement) continues to meet monthly reviewing quality measures and other department specific reports. Staff look for any negative results or changes indicating a decline in standards. QAPI projects are then based on the noted changes.
- i. Family Picnics with entertainment: The first picnic was June 28 with music provided by Mike Galipeau and Brad Wilson. The second picnic was scheduled for July 12. Two other picnics will be scheduled for August and September.
- j. A meeting has been scheduled with United Health Care on July 11. OPTUM, a new service that is available to United Health Care members will be discussed. Participation in OPTUM as a SNF facility would be a financial benefit.
- k. Meetings/Committee Reports:
 - NHAC Nursing Home Affiliate: the next meeting is scheduled for September 12.
 - North Country Health Care Workforce Group: the LNA day of recognition/education will be on October 2, 2019 at the Mountain View Grand.
 - NHAC Executive Meeting: the next meeting is scheduled for August 2.
 - AVH Board of Directors: attended the meeting on June 27.
 - AVH Professional Affairs Committee: attended the meeting on June 19.
 - AVH Board Quality Committee: no meeting in June.
 - AVH Cooperate Compliance Committee: did not attend the June meeting.
- l. At the meeting, Mrs. Belanger noted that the nursing department has reached critical levels of open bids and agency staff is dwindling. She reported that she was currently in discussions with two individuals at the employment office in Berlin. The group is trying to come up with some creative ideas to attract staff at a minimal cost.

The following are some items that Mrs. Belanger will be working on with employment office:

- 2 Banners for advertising, hung in a high traffic areas in Berlin.
- Daily Sun advertisement: 3 weeks, 2 days per week.
- Chamber radio station: free 30 second spots several times per day for several weeks.
- Facebook advertising via the Chamber. The Chamber has a large following and the nursing home can do a "Page Spot".
- Indeed advertising.
- All of the above items would advertise the nursing home and a recruiting event that would be scheduled 3 weeks out. The event would be held 4:30-6:30 at the employment office or the nursing home.
- Other ideas were discussed but not feasible with the Union at this time.

Mrs. Belanger requested that Julie Brunault and Danielle Rioux be involved with the recruitment event as she does not think it will occur prior to her last day.

Commissioner Grenier noted that he was heartbroken upon receiving Mrs. Belanger's letter of resignation. She was on staff 18 years ago when he was elected as commissioner and has been a constant professional for the county. She has done an excellent job. He was extremely proud to have her as a nursing home administrator. She has done great work with no resources and even though she encountered pushbacks on occasion with people she came in contact with. He congratulated her on her career advancement. He added that he had met and spoken with Mrs. Belanger prior to the meeting to discuss options with the transition. She has offered to assist with the transition process once a new person has been hired. She exemplifies professionalism and is the reason for a five-star nursing home. Her facility is the mothership of Coös County due to her leadership. Commissioners Brady and Samson agreed with Commissioner Grenier.

Commissioner Grenier stated that administration needs to move quickly on replacing the nursing home administrator as budget season is fast approaching. Engaging the services of Primex³, using their process to hire and advertising the position is a start. Commissioner Brady asked Ms. Fish if she had an update for the Board. She replied that she had an updated job description and the in-house posting was ready to be posted for five days. Commissioner Grenier urged that outside advertisement run concurrently with the in-house posting. She has been in contact with Primex³. Mrs. Belanger reported that she has been working with another administrator on obtaining names of nursing home administrators looking for employment.

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 Director of Finance stated that she would like to discuss bringing a proposal to the Coös County Delegation in regards to a legislative change to RSA 29:1. When Bangor Savings Bank merged with Granite Bank, this NH State Statute was over looked. NH statutes require Treasurers of the state (RSA 6:8), counties (RSA 29:1), towns (RSA 41:29), cities (RSA 48:16) and school districts (RSA 197:23-a) only deposit public funds in NH chartered or federally chartered banks. Bangor Savings Bank is neither NH or federally chartered. This causes a hardship for Coös County. In order to comply with the statute, the county is unable to invest with Bangor Savings Bank, Passumpsic Bank and Union Bank. If RSA 29:1 were amended, it would be a benefit to Coös County and if the other 4 similar RSAs were amended it could benefit the State Treasurer, towns, cities and school districts.

Commissioner Grenier suggested that she contact the bank commissioner to explain the situation and inquire if there is a short term waiver. The Board suggested that she speak with members of the Delegation.

- b. The Pro-Share payments arrived June 24 & 25. The West Stewartstown Facility received \$1,765,643, which is \$11,581 more than 2018 and the Berlin Facility received \$2,314,547, which is \$299,859 more than 2018.
- c. The Federal Pilt from the Department of Treasury arrived on 6/20/19. Coös County received \$412,694.
- d. Bid letters were opened for the LP Gas for WSNH & CCNH and heating oil for the 2019-2020 season.

#2 Fuel Oil (Pre-Buy)	W. Stewartstown Bulk Deliveries 38,000 Gallons	Berlin Bulk Deliveries 25,000 Gallons	Terms
CN Brown Co	2.1390	2.1390	Net
P&L Cote Inc	2.2290	2.2290	Net

#2 Fuel Oil Pedal Truck	W. Stewartstown 2,700 gallons	Terms
CN Brown Energy	2.3290	Net 30 days
C Bean Transport	2.4290	Net 10 days

LP Gas	W. Stewartstown 18,000 Gallons	Terms
CN Brown Co	1.2190	Net 30

LP Gas	Berlin 42,000 Gallons	Terms
CN Brown Co	1.2190	Net 30

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the following bids to CN Brown Co:

- #2 fuel oil pedal truck delivery in West Stewartstown at \$2.3290 per gallon;
- #2 prebuy fuel oil, both facilities, at \$2.1390 per gallon; and
- LP gas, both facilities, at \$1.2190 per gallon.

All approved 3-0.

- e. The NH Retirement System Employer Contribution Rates for FY 2020 are now in effect. The employer contribution rates have decreased from 11.38% to 11.17% from Group I and will remain the same for Group II at 28.43%

- f. As of June 13, the County had drawn \$4,300,000 from the Tax Anticipation Note line of credit. The County should not have to draw for a least a few months with the receipt of ProShare Funds and the Federal Pilt.
- g. The majority of the 2018 Financial Audit by Melanson Heath has been completed. Mrs. Klebe was currently working with the auditors on posting the final adjusting entries and reviewing the draft financials.
- h. County House Project: Funding/Grant options are being pursued to see if viable for the 2020 Budget.
- i. Balsams Project: Waiting for a proposal from the Balsams developers in order to know what resources will be needed to pursue in order to handle the financial portion of the project.
- j. NH Government Accounting Certificate Program: The next class was held on July 9 in Concord. The class was on Business Communications.
- k. On June 27, Mrs. Klebe attended the annual meeting for Integrated Delivery Network #7 at the AMC Highlander in Bretton Woods as Coös County's representative and attended the County Committee meeting for the IDN Funding on July 2 in Concord.

Mrs. Klebe suggested that the IDN speak with the nursing home administrators and the Superintendent of Corrections to discuss options and/or programs. Ms. Mills stated that the residents of the Nursing Hospital do not obtain any services from the IDN. Mrs. Belanger replied that the social workers that come to the Berlin facility are charging for their services. She presented the proposed breakdown for the next IDN payment which proposed a cost of \$388,044 for Coös County. The Board did not support the requested amount and agreed to no more than last year's payment.

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: 6/01/2019 - 6/30/2019

- a. New Hires: 9

Department:	#	Positions
Nursing Home	4 (PT)	1 Office Staff, 1 LNA, 2 Dietary Aide
Nursing Hospital	4 (1 PT, 3 Temps)	1 RN, 3 LNA's
Corrections	1 (FT)	Officer

- b. Separations: 5

Department:	#	
Nursing Home	2 (1 FT, 1PT)	1 RN, 1 Laundry Aide
Nursing Hospital	3 (2 PT, 1 Temp)	2 LNA, 1 QA Director

- c. Change in Status: 6

Department:	#	
Nursing Home	4 (PT)	1 RN, 2 LNA/MNA, 1 LNA
Nursing Hospital	2 (1 PT, 1 Temp)	2 Dietary Aide

- d. Reasons for separation/ Change of status:
 - 3 new employment
 - 2 did not meet job requirements
 - 3 personal/no reason given
 - 2 relocated
 - 1 retirement
- e. FMLA/Leave of absences/ADA/WC:

Nursing Home	16 (3 FT, 13 PT)
Nursing Hospital	5 (2 FT. 3 PT)
Corrections	1 (FT)
- f. On June 3, 2019, the HR Coordinator attended an informational session on “Free Speech, Social Media and Local Government” at the Opera House in Littleton, NH. Mark Broth, Christine Fillmore and Matthew Serge from DrummondWoodsum, Attorneys at Law, were the speakers. They provided the attendees with the top 10 list of “things to know” regarding freedom of speech, beginning with outlining the First Amendment to the US Constitution and the State Constitution. They proceeded to outline the process of establishing a Social Media Policy always ensuring the protection of the Employee Free Rights, and the Whistleblower Protections Speech.
- g. As previously stated, William Sullenberger from New York Life was in West Stewartstown, Berlin and Lancaster in June to offer employees who actively work 30+ hours “affordable” whole life coverage. Although this benefit is fully funded by the employee the HR Coordinator believed this will be a recruitment tool for future employees. Employees will realize dividends giving them borrowing options from their dividends or the ability to subsidize their retirement. Great benefit opportunity for Coös County employees. She thanked Danielle Rioux, HR Manager for Berlin and Iris Emerson, Administrative Assistant for the Sheriff in Lancaster for their help in coordinating times and locations for New York Life, greatly appreciated.
- h. On June 21, 2019, she was at Belknap County for the monthly HR Affiliate meeting. Coös County will host the next HR Affiliate meeting in West Stewartstown.
- i. The county is in the final stages of open enrollment, finishing up with a few last minute employees who for some reason or another missed the designated deadline.

In response to the Berlin Nursing Home Administrator’s request for her assistance with the job recruitment event, Mrs. Brunault replied that she would be more than happy to help out.

13. Commissioners’ Committee Reports:

- a. Commissioner Grenier commented that now that Mrs. Belanger is working out her notice. He asked that the Director of Finance go to the Berlin Nursing Home and meet with members of the business office and Vicky in Medicare billing to make sure that all processes are in order and make sure that everyone is in sink. The facility is losing an oversight person. One initial visit of one day and perhaps a couple of hours per week. The Medicare A & B billing and everything that comes with it is a lot; and strict financial coordination will be needed.

14. Other Business:

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

Coös County Nursing Hospital:

To:	01-05140-2300 Contract Nurses	123,820.00	
From:	01-05140-1200 Nursing Health Insurance		123,820.00

Finance Department:

To:	03-04102-2200 Actuarial Attestation-OPEB	2,245.00	
To:	03-04102-7000 Travel	1,500.00	
To:	03-04102-3600 Office Supplies & Expense	500.00	
From:	03-04102-8200 Equipment Repair/Maintenance Contracts		4,245.00

15. Unincorporated Places:

- a. Linda Harris presented the property tax abatement request received from Bayroot LLC on March 1, 2019. The assessor from Commerford Nieder Perkins LLC responded on June 24, 2019 and recommended denying the request. A copy of the request is on file. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to deny the property tax abatement request from Bayroot, LLC. All approved 3-0. The Board signed the document.

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

17. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3 II (c) at 10:40 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-public session at 11:07 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3 II (b) at 11:07 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-public session at 11:10 a.m. All approved 3-0.

A motion was made by Commissioner Grenier to seal the minutes until the Board determines otherwise. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter a non-meeting to discuss collective bargaining issues at 11:10 a.m. All approve 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of the non-meeting at 11:15 a.m.

The next regular Commissioners' meeting will be held August 21, 2019 at the Coös County Nursing Hospital in West Stewartstown, NH at 9:00 a.m.

The September meeting will be held September 11, 2019 at the Coös County Nursing Home in Berlin, NH at 9:00 a.m.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 11:15 a.m. All approved 3-0.

Respectfully submitted,

Commissioner Rick Samson, Clerk