

Coös County Commissioners
Regular Meeting
North Country Resource Center - Lancaster, NH
October 9, 2019

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Superintendent Ben Champagne; Nursing Hospital Administrator Laura Mills; Acting Nursing Home Administrator Lynn Beede; HR Coordinator Julie Brunault; Captain Keith Roberge; County Treasurer Sue Collins; County Attorney John McCormick; Administrative Assistant Linda Harris; and representatives of various agencies.

1. Commissioner Brady opened the Commissioners' meeting at 9:07 a.m.

Commissioner Brady welcomed everyone to the meeting and asked Superintendent Champagne to lead 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 from the September 11, 2019, regular meeting, presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the September 11, 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 September and to authorize the Treasurer, during the month of October, 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 received a letter from Sharon Gauthier of Androscoggin Valley Regional Refuse Disposal District which was emailed to the Board prior to the meeting.
6. Hearing of the Public:
 - a. Special Appropriations Requests:
 - *Child Advocacy Center of Coös County (CAC)*: Kim Preston presented a level funding request of \$15,000. She also noted that an additional staff member was added in 2019 which increased the CAC total budget.
 - *Coös Economic Development Corporation (CEDC)*: Lisa Howson presented a funding request of \$50,000. She also announced that Glenn Coppelman was voted as President of the CEDC Board.
 - *RESPONSE to Sexual and Domestic Violence*: Deborah Haynes Kenney presented a request of \$6,000. She also noted that a site had been opened in Colebrook.
 - *Coös County Retired Service Volunteer Program (RSVP)*: Randall Pilote, CFO, presented a request of \$17,000.
 - *Energy Assistant Services Program*: Sarah Wight presented a request of \$5,000. Commissioner Grenier inquired if Carroll and Grafton Counties contributed any funding. Mr. Pilote explained that if town funding is received there is no county funding. However, Coös County and towns in Coös County provide funding.

- *Homeless Outreach Intervention & Prevention Program*: Kristy Letendre presented a request of \$10,000. Ms. Letendre provided details of the program and explained that when funding is decreased or denied the program cannot draw down their full federal funding.
 - *Senior Meals*: Lila Villeneuve presented a funding request of \$17,000.
 - *ServiceLink Resource Center*: Cheryl O'Malley presented a funding request of \$5,800.
 - *Tri-County Transit*: Brenda Gagne presented a funding request of \$36,000.
- b. Henry Gosselin, Success property owner, stated that he would be preparing a letter to the Board to correct information provided in the letter from AVRRDD.
 - c. Coös County Attorney John McCormick reported that he was looking at options in regards to student loan defaults from the nursing homes.

He also reported that the contracted services line item may be higher than budgeted due to upcoming trials.

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 2019 County Tax Apportionment was received on September 30, 2019.
- b. NH DES has asked for a decision regarding the fate of the water reservoir and wells. Underwood Engineers put together a memo regarding options. NH DES recommended that the reservoir be filled/removed as an empty tank may be a safety hazard and a liability to the County. Regarding the wells, DES provided options: abandon the wells which would entail filling the wells or retain the wells for possible future use which would entail removing the pumps and motors and installing a water-tight cap to secure the wells. Commissioner Samson noted that the well located by the reservoir has not been addressed. The Chair asked that the County Administrator to contact Underwood Engineering about the well. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to permanently close the reservoir but keep the wells for possible future use per the information provided by NH DES. All approved 3-0.
- c. The County Administrator will be attending the NH Association of Counties conference October 14 - 16.
- d. Nash Stream Forest Citizens Committee 3 year term: Currently Mike Waddell of Gorham is serving on the committee and would like to continue to do so. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to reappoint Mike Waddell to the Nash Stream Forest Citizens Committee for a 3-year term. All approved 3-0.
- e. Ms. Fish requested a non-meeting to discuss Collective Bargaining.
- f. Ms. Fish requested a Non-Public Session per RSA 91-A II (a) & (b).

UNINCORPORATED PLACES

- a. The North Country Council Annual Meeting will be held on October 24, 2019 in Shelburne at the Town & Country. The meeting begins at 5 pm.

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 SEPTEMBER 30, 2019	21
HOUSE OF CORRECTIONS	9
PRETRIAL	12
NH STATE PRISON INMATES	1
OTHER COUNTY INMATES	0
ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 3 HOC FEMALE, 1 PT FEMALE MERRIMACK DOC: 1 PT MALE NHSP: 1 HOC MALE
AVERAGE DAILY POPULATION SEPTEMBER	22
MALE DAYS SERVED IN FACILITY SEPTEMBER	650
FEMALE DAYS SERVED SEPTEMBER	142 (7 females)
FEDERAL INMATE DAYS SERVED SEPTEMBER	1 (1 federal detainees)
TOTAL INMATES BOOKED SEPTEMBER	21
TOTAL INMATES RELEASED SEPTEMBER	23

- a. Superintendent Champagne reported that he was notified by April Mottram of the North Country Health Consortium that the IDN #7 Steering Committee approved the proposal for Case Management and Medication Assisted Treatment in the amount of \$35,000. There are still many steps to work through however he was very eager to share this news.
- b. The Department of Corrections received the 2014 Ford Interceptor from the Coös County Sheriff's Department. The Superintendent extended sincerest appreciation to Sheriff Valerino for the vehicle. It will be a much needed improvement from the previous cruiser.
- c. The 2008 Ford Crown Victoria has been put out to bid. Two bids were received and presented to the Board of Commissioners:
 - Linda Silver \$505
 - Jamie Lesperance \$250

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the bid to Linda Silver in the amount of \$505. All approved 3-0.

- d. On October 1, 2019, Superintendent Champagne was one of four superintendents that met with Governor Christopher Sununu at the Capitol Building in Concord, NH. This was an outstanding opportunity to discuss varying issues surrounding county corrections in the State of New Hampshire.
 - e. The Superintendent will be attending the NHAC Conference October 14 - October 16.
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 September was 96.9% based on a bed count of 85. In September, there was one (1) admission, no (0) discharges and four (4) deaths.

Staff is currently working on three (3) admissions.

Of the 82 residents, fourteen (14) were Private Pay, eleven (11) residents were Vermont Medicaid, nine (9) residents were Medicaid Pending, (seven for NH and two for VT). In many instances, residents are dying while on Medicaid Pending. The Social Services Director and Resident Accounts are attending meetings with NH Medicaid to work through these cases, but it is a struggle. The NH Medicaid offices are overworked, understaffed and disorganized. The same information is being requested over and over and mishandled or misplaced, delaying the process more. One caseworker will give an approval then the next caseworker reverses the decision. Inquiries go unanswered. Letters requesting information are being sent out after the deadline so cases are being denied. When this happens, the process must then be started all over again. Resident Accounts and Social Services are putting many hours in every week attempting to get the backlog of issues corrected.

Totals for 2019: Seventeen (17) admissions, fifteen (15) deaths, one (1) discharge. Total residents receiving services or assistance from CCNH in 2019: One hundred-fourteen (114). Currently eleven (11) people are on a waiting list for admissions (six women and five men). 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.

- b. Staffing: The nursing department has 104 hours open for RN/LPN. One (1) 36 hour LPN is out on Medical Leave. Two (2) contract LPNs have been covering the hours.

The nursing department has 508 open LNA hours (12.7 FTE). One (1) 32 hour LNA has been out on Workers Comp. Eight (8) contract LNAs have been covering some of the hours.

- c. LNA and MNA Classes: The LNA Class began October 4 with four (4) students.

Acting Berlin Nursing Home Administrator Lynn Beede asked if members of her staff could join a future LNA class. She explained that it may take up to one year for the Berlin program to be approved. Ms. Mills replied in the affirmative and will have the Staff Development Director contact her.

- d. IT: IT issues are being worked through but there continues to be issues with voicemail and some of the printers.
- e. Dietary: The Dietary Director and Assistant Dietary Manager are requesting to attend the Reinhart Fall Food Show on Tuesday, November 5, 2019 in Chittenden, Vermont. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the out of state travel. All approved 3-0.
- f. QAPI: Staff continues to make progress on the QAPI Plan for the new regulations. Staff continues to work on the PIPs for SBAR and Communication, Pain Management and for making the admissions process smoother.
- g. Family/Resident/Staff Concerns: No Ombudsman Reports were filed in September.

- h. Dentist: The search continues for replacement dental services for the residents.
- i. Budget: The budget season is underway. The Nursing Home Administrator would like to start a discussion on possible incentives, salary schedule changes and structural changes that could be made to encourage recruitment of employees.

Mrs. Beede explained that the nursing homes are losing staff because there are no incentives offered.

The following incentives were presented to the Board:

- The Recruitment Bonus would be to provide an incentive to employees who bring new talent into the Nursing Department by referring persons who are subsequently selected for employment.
- Draft Incentive Pickup: In order to fill vacant hours while using the minimum number of Agency Staff, Coös County will offer incentive pay of \$6.00/hour over base rate for all hours picked up off the list. The list of open hours will be generated by the Scheduling Coordinator.

Employees will be limited to 24 hours/week of picked up time.

Priority will be given to regular, part time employees working positions of 36 hours or less based on Seniority, then “temp” employees, and finally 40 hour employees.

This incentive is designed to maintain minimum staffing and will not be paid for coverage over minimum staffing.

Minimum staffing levels will be established by the Administrator and Director of Nursing.

Current open hours at Coös County Nursing Hospital: $508 + 104 = 612$
 $612 \times \$6 = \$3,672/\text{week}$ or $\$190,944/\text{year}$

Current Weekly Agency Cost	Cost for Regular Employee
LPN: $104 \times \$50 = \$5,200$	$104 \times 21.42 = \$2,228$
LNA: $508 \times \$42 = \$21,336$	$508 \times 14.23 = \$7,229$
<u>\$26,536</u>	<u>\$9,457</u>

Total Additional Cost for Agency $\$17,079/\text{week}$ or $\$888,108/\text{year}$
 Savings with Draft Incentive: $\$13,407/\text{week}$ or $\$697,164/\text{year}$

Both Nursing Administrators were in favor of the draft incentive. Mrs. Beede asked if she could begin offering the incentive by November 1, 2019. Some of the travelers’ contracts will be coming up for renewal and could be reduced. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Nursing Home Administrators to make the changes per the guidelines provided at both facilities with a 24 hours cap. All approved 3-0.

- The current policy only allows Per Diem for LPN and RN. Ms. Mills requested that the policy be updated to include the MNA and LNA job classifications. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to update the per diem policy in West Stewartstown only. All approved 3-0.
- A weekend bonus incentive of \$25/day for employees working extra weekends. Ms. Mills noted that this was a flat rate of \$25 per day. Commissioner Grenier requested a copy of the policy for review.
- Ms. Mills proposed an increase of \$2 per hour on the base rate for all Nursing positions. Current starting wage for the LNA is \$12.67/hour. Starting wage for fast food and service industry workers with no education or training is \$10-\$12/hour. LNAs have specialized training, are licensed, and perform stressful and hazardous tasks.

Nurses are highly educated, licensed, and perform stressful and hazardous tasks.

The nursing home sets high standards for its Nursing Department employees and want top quality talent and caring individuals. To get these individuals, we must be willing to compensate them.

Current number of nursing position hours plus replacement hours CCNH WS: 3599
 $3599 \times \$2 = \$7,198$
 $52 \times \$7,198 = \$374,296$

Commissioner Grenier requested data on how the proposed increases would affect the Medicaid reimbursement. Commissioner Grenier asked that the proposed budgets for both nursing homes be prepared with the proposal and without.

j. Committee Reports:

- NHAC Executive Committee: the next meeting is scheduled for October 16, 2019 at the Conference.
- NHAC Nursing Home Affiliate: the next meeting is scheduled for October 16, 2019 at the Conference.
- Workforce Development: Ms. Mills attended the August 20 meeting via conference call. The date for the September meeting has not been set.
- The LNA Day of Education was a great success. It was a wonderful opportunity for LNAs to get out to an educational event like the nurses do and gain new skills and pride in their work. The Nursing Hospital was able to send four LNAs representing all three shifts.

k. Nursing Hours at the Department of Corrections:

	2018	2019
	Minutes	Minutes
January		59
February		5
March		53
April		1
May		1
June		7
July		26
August	54	68
September	30	

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

- a. Census: The current census was 100. Fourteen (14) Private Pay, six (6) Medicaid pending, two (2) receiving Hospice Services. The average daily census for August was 95.1; 6 admissions, 3 deaths, and 1 discharges.

SNF: Part A: 10 residents, one receiving skilled nursing only. Part B: 16 residents: PT 13, OT 13, ST 11. Part time ST has started, continue to use a high number of per diem staff in therapy.

Year to Date (totals for 2019): average daily census 94.1; admissions 52, deaths 22, discharges 27. Total residents who have received services year to date at CCNH in 2019: 149

- b. NH DHHS/Medicaid: The Medicaid Supervisor did not attend the Association of Counties Biller Meeting on 9/27/19. A letter was sent out to Commissioner Meyers on the September 26. A response from Representative Wayne Moynihan was received on 10/2/19. He requested that the Delegation be kept informed of any response. There will be a discussion with the Delegation at the November 8 meeting.
- c. Nursing Department has 516 hours of open nursing (RN/LPN) positions (12.9 FTE's); 10 agency LPNs and 1 RN have been covering hours. The nursing department has 780 hours of LNA open positions (19.5 FTE's); 10 agency LNAs have been covering hours. FMLA and Workers Comp. were not reflected in these numbers. From January to September, the nursing home has averaged 10.2 FTEs in Agency LNA coverage, with an average of 19.5 FTEs open positions; 7.7 FTEs in Agency RN/LPNs, with an average of 12.9 FTEs open positions. The hours PPD is 4.5 for month.
- d. LNA Program: The feasibility study and proposal for CCNH Nursing Assistant Program is in progress.
- e. OAPI: The process improvement projects include: Weight Protocol; Pain; State Mandated Reports - none for September; Medications; Exit Interviews; Music and Memory Program; Wheelchairs; Antibiotic Stewardship; Care Planning. Implemented new Influenza P&P for non-immunized staff to wear mask in event of facility outbreak.
- f. Waste Disposal System: Mike Holt continues to work on pricing, some vendors are slow with responding.
- g. SNF Wing: The opportunity to improve services and resident experience with 14 bed short-stay unit. See attached.
- h. Non-invasive/Invasive Ventilator Services: The expansion of services is under review. NOTE: The building is too old for central oxygen system; which I am told would lend credibility. However, there is no regulation requiring it. Further research is needed to have full knowledge of cost, and resource availability. Tour of vent unit pending.
- i. IT Systems: Work has begun to automate incoming calls. Set up of new computers has been completed and back-up tapes were replaced.

j. Meetings/Committee Reports:

- NHAC Nursing Home Affiliate: attended September 12 meeting. Discussion on concerns with new dementia training requirements. Representatives are being asked to reduce the prescriptive nature of the bill.
- North Country Health Care Workforce Group: Next meeting is not set.
- AVH Extended Care Meeting: the next meeting is scheduled for December 3 at 10 am.
- WMCC Advisory Meeting: attended the October 2. No PN program will take place at WMCC; possibly Lakes Region area; \$500,000 to “dust off” community college PN program.

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 Finance Director reported that she was currently working with George E Sanscoucy, PE, Inc. in regards to the 2019 Electric Bid process. Her goal is to have the electricity bids available for the Commissioners to open on November 6 which will give a week for the review of the bids. A report would be ready for the Commissioners on November 13.
- b. On August 9, Finance Director was at the County Attorney and Victim Witness Coordinator office for an on-site monitoring of the VOCA program by two Criminal Justice Program Specialist from the Department of Justice. Notification was received this week that the program is in full compliance programmatically and financially with the required federal and state guidelines. The DV/SA Prosecutor Grant were also reviewed and all is in compliance. Mrs. Klebe thanked Christine Brann & Jessica Cain, for their dedicated hard work on these programs on behalf of Coös County.
- c. In regards to the issue with Bangor Savings Bank and Passumpsic Bank not being in compliance with the NH State Statute **Update:** Representative Moynihan is working with the legislative office to change NH state law.
- d. On October 25, BMSI will be offering a Payroll Seminar at the Littleton Regional Hospital. Danielle Rioux, Christine Labelle and Rose Hibbard will be attending. Mrs. Klebe will also attend if time permits with the Budget process.
- e. As of October 3, the County has drawn \$5,500,000 from the Tax Anticipation Note line of credit. As of October 11, 2018, the County had drawn \$6,300,000 from the TAN.
- f. NH Government Accounting Certificate Program: The next class is October 11 and will be focused on the DRA Tax Rate Setting Portal and Forms and on audits.
- g. NH Government Finance Officers Association: Mrs. Klebe attended Executive Committee meeting on September 24. The next meeting will be on November 20 and will include a presentation from the Department of Labor on the New Overtime Final Rule scheduled to be effective on January 1, 2020.
- h. Funding to the State of NH for IDN 7: Mrs. Klebe participated in the County IDN meeting by phone on 9/13/19 and will participate in a phone meeting on 10/04/19. The County IDN

committee is working to have a standardized report from the IDNs to each county. A sample copy was provided to the Board.

- i. County House Project: Funding/Grant options are being pursued to see if viable for the 2020 Budget.
- j. Balsams Project: Waiting for a proposal from the Balsams developers in order to know what resources we will need to pursue in order to handle the financial portion of the project.
- k. At the meeting, the Finance Director reported that currently all Medicaid Pending receivables are posted with a rate of \$300 per day. Once the claims are paid, the amount is reversed to the Medicaid Rate amount. She would like to post the Medicaid rate amount instead of the private pay amount. She has reached out to the auditors and is waiting for a response. If there is no consequence in doing so, she would like post as such for October, November and December. The Board agreed with the suggestion.

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: 9/01/2019 – 9/30/2019

a. New Hires: 11

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

b. Separations: 2

Department:	#	
Nursing Hospital	1 (PT)	DA
County	1 (PT)	Sheriff's clerk

c. Change in Status: 1

Department:	#	
Nursing Home	1 (PT)	RN

d. Reasons for separation/ Change of status:

1 new employment	
2 relocated	
FMLA/Leave of absences/ADA/WC:	
Nursing Home	16 (1 FT, 11 PT)
Nursing Hospital	8 (4 FT. 4 PT)

- e. On September 20, 2019, six counties attended the HR Affiliate meeting hosted at Coös County. The key topic of discussion was “how to recruit”. This is not only a county issue but a national problem due to an aging population. All counties are struggling with staffing and the financial impact this has created. I have reached out to the local schools to recruit students to fill some of our smaller position in the evenings and on weekends. I am also meeting with “Indeed” on Wednesday October 16, 2019, for an overview of their product offerings to maximize all opportunities available to us.

- f. The HR Coordinator will be attending the NHAC conference on October 15 and 16.

13. Commissioners' Committee Reports:

Commissioner Samson reported that he would like to return to the Coös Economic Development Board as the Commissioners' Representative. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to nominate Commissioner Rick Samson as the Commissioners' Representative on the Coös Economic Development Board. All approved 3-0.

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	\$26,400.00	
From:	01-05140-1200 Nursing Health Insurance		\$26,400.00

Coös County Nursing Home:

To:	02-05600-1300 Retirement	4,000.00	
From:	02-05600-1600 Additional Health Insurance & Benefits		4,000.00

To:	02-05600-3500 Dues & Licenses	1,000.00	
From:	02-05600-9900 Retiree Benefits		1,000.00

To:	02-05630-0800 In lieu of Health Benefit	1,000.00	
From:	02-05630-1200 Health Insurance		1,000.00

To:	02-05630-6200 Cooking Gas	1,500.00	
From:	02-05630-9900 Retiree Benefits		1,500.00

To:	02-05640-2300 Contract Nurses	295,800.00	
From:	02-05640-1200 Health Insurance		110,000.00
From:	02-05640-9900 Retiree Benefits		14,400.00
From:	02-05640-0400 Nursing Assistants Salaries		150,000.00
From:	02-05640-0800 In lieu of Health Benefit		1,400.00
From:	02-05600-2300 Consultant Services		20,000.00

Finance Department:

To:	03-04102-3800 Postage	600.00	
To:	03-04102-7000 Travel	500.00	
To:	03-04102-3600 Office Supplies & Expense	1,000.00	
To:	03-04102-0200 Accounting Staff	1,000.00	
From:	03-04102-8200 Equipment Repair /Maint Contracts		700.00
From:	03-04102-0800 In lieu of Health Benefit		500.00
From:	03-04102-0900 Longevity Pay		1,400.00
From:	03-04102-1700 Education & Conferences		500.00

15. Unincorporated Places:

- a. MS-1s: The Board signed the MS-1s for all of the Unincorporated Places.

- b. Linda Harris reported that Bayroot/Wagner had filed an appeal with the Board of Land and Tax Appeals in regards to the land values around Millsfield Pond. All information requested by the BTLA was mailed on October 1, 2019.

16. Other public input:

- a. Captain Keith Roberge reported that the Sheriff's Department had served a Writ of Execution and seized several pieces of equipment. A Sheriff's Sale will be held November 1.

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) & (b) at 11:45 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 11:55 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to seal the minutes of the first item until the situation is resolved. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjust the salary of Laura Mills by \$800/week while serving as Supervising Nursing Home Administrator. All Approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into a non-meeting per RSA 91-A:2 I (c) to discuss collective bargaining at 11:58 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-meeting at 12:06 p.m. All approved 3-0.

The Budget Work Session will be held November 6, 2019 at the Coös County Nursing Hospital in West Stewartstown, NH beginning at 9:00 a.m.

The November meeting will be held November 13, 2019 at the Coös County Nursing Hospital in West Stewartstown, NH beginning at 9:30 a.m.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 12:06 p.m. All approved 3-0.

Respectfully submitted,

Commissioner Rick Samson, Clerk