

Coös County Commissioners  
Special Meeting  
Coös County Nursing Home - Berlin, NH  
February 18, 2020

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; Nursing Home Administrator Lynn Beede; Sheriff Brian Valerino; Captain Keith Roberge; Representative Yvonne Thomas; and Administrative Assistant Linda Harris.

1. Commissioner Brady opened the Commissioners' meeting at 3:16 p.m. and welcomed everyone to the meeting. Commissioner Grenier 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 from the February 12, 2020, regular meeting, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the February 12, 2020, regular meeting, as presented. All approved 3-0.
4. Other Business:
  - a. Approval of the Tax Anticipation Notes Bid: Director of Finance Carrie Klebe reported that she had contacted the County Treasurer about the proposed bids. County Treasurer Sue Collins recommended the Northway Bank bid of 2.05%. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the Tax Anticipation Note to Northway Bank at a rate of 2.05%. All approved 3-0.
  - b. Discussion and Approval of the 2020 Coös County Budget and Unincorporated Places proposed budgets:
    - Brendan Prusik, UNH Cooperative Extension, presented a revised budget, as requested by the Board, to transfer the full-time and part-time employees to UNH. The County Administrator noted the proposed transfer would not occur until May 1 if the proposal was approved. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to transfer the 1.5 FTE from Coös County to UNH. The Cooperative Extension total budget was \$244,100. All approved 3-0.
    - Commissioner Grenier referred to Other Special Appropriations and proposed to level fund Coös Economic Development Corporation -\$5,000 and Homeless Outreach Intervention and Prevention -\$3,000. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to level fund Coös Economic Development Corporation -\$5,000 and Homeless Outreach Intervention and Prevention -\$3,000. All approved 3-0.
    - Sheriff's Department: Sheriff Brian Valerino reported that the gasoline line item was reduced by \$5,000 and Deputy Stonegarden Salaries line item by \$10,000.

- Department of Corrections: Superintendent Champagne reported that he reduced the Prisoners: Other Institutions and other line items to attain the Board's request to reduce his budget by \$15,000. He noted that with the addition of the 1.5% COLA and the IT proposal the DOC budget was higher than last week's proposed budget.
- The County Attorney reduced the Investigation/Discover Coordinator line item to zero and adjusted other line items. The Health Insurance line item increased due to a new employee requesting health insurance.
- Both Nursing Homes reduced various line items in order to reduce their respective budgets.

Ms. Fish noted that the total IT proposal for hardware and equipment totaled \$370,000 was included in the budget for all departments. The yearly payment will be \$85,000 for 5 years. IT Support and all other services total \$208,000.

Commissioner Grenier stated that the proposed salary increases in the nursing departments totaled \$480,000 was also included in the proposed budget.

Commissioner Brady asked if there were any questions on any parts of the proposed budget. Commissioner Samson asked if any performance bonuses were included in any of the budgets. Laura Mills replied that the \$5,000 performance bonus was still budgeted. In 2019, the performance bonus was not paid out as there was no criteria.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to present the changes to the proposed budget for approval to the Delegation. The proposed county tax was \$16,160,183, an increase of \$586,378. Commissioner Samson approved the budget with reservation in regards to the proposed IDN funding. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to forward the Unincorporated Places proposed budgets, as presented, to the Delegation. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 4:05 p.m. All approved 3-0.

Respectfully submitted,

Commissioner Rick Samson, Clerk