

Coös County Commissioners
Special Meeting
Meeting held remotely in accordance with the
Governor's Emergency Order #12 pursuant to Executive Order 2020-04,
July 15, 2020

As Chair of the Coös County Commissioners, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

We are utilizing Zoom for this electronic meeting. All members of the Coös County Commissioners have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-558-8656 and meeting ID # 832 7156 8342 password 265869, or by clicking on the following website address: www.zoom.us/join.

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Coös County Commissioners at: www.cooscountynh.us

If anybody has a problem, please call 603-331-5670 or email at: jennifer.fish@cooscountynh.us

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

The following individuals were in attendance remotely: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Nursing Home Administrator Lynn Beede; Nursing Hospital Laura Mills; County Treasurer Sue Collins; Administrative Assistant Linda Harris; and a member of the press.

1. Commissioner Brady opened the Commissioners' meeting at 8:00 a.m. and welcomed everyone to the meeting.
2. Approval of the Agenda: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the agenda, as presented. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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3. Approval of the Minutes from the July 7, 2020, regular meeting, as presented: Nursing Hospital Administrator Laura Mills requested a correction on a section of the Nursing Hospital Administrator's Report, page 6, item j. The sentence should read as follows: *DHHS has announced that nursing homes will be able to move more into ~~Phase 2~~ Phase 1 which includes some small group activities for the residents.* A motion was made by Commissioner Grenier, seconded by

Commissioner Samson to approve the amended minutes of the July 7 2020, regular meeting. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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3. Other Business:

- a. Discussion of the County House: The County Administrator reported that she had no further information on the use of GOFERR funds for the renovations. Commissioner Grenier reported that he had no further information either. However, he stated to go ahead with the house renovations. There is \$99,000 of GOFERR funds available. The County Administrator also noted that there are still funds available from the original GOFERR payment. The County Administrator asked the Board if it was ok to proceed with the Danny Hebert proposal. Commissioner Grenier replied that personally was ok to move forward.

Sue Collins also pointed out that State did not expend all of the funds in nursing facility line items. The nursing homes will receive a \$144,300 distribution from the State. All unexpended funds in the State's budget line item must be distributed to the nursing homes.

Commissioner Samson noted that there was no guarantee of a second GOFERR funds payment which concerned him. Ms. Fish noted that any COVID related expenses incurred by the County may be paid with the funds. The reimbursement criteria is vague in the GOFERR guidance documents. Commissioner Samson stated that he agreed with Commissioner Grenier's suggestion to move forward with the project.

Nursing Home Administrator Lynn Beede reported that Direct Supply will be beginning manufacturing for PPE and the nursing homes may need to make a capital investment of three months' supply of PPE. She had no idea of what the cost may be. The County Administrator stated that GOFERR will reimburse 25% of the cost. However, PPE is a FEMA item. The Director of Finance has begun the application process for FEMA. The Nursing Hospital Administrator also noted that there are CARES Act funds for PPE as well.

The Director of Finance contacted Mr. Hebert. He stated that he would not be available until September to start the project. Commissioner Samson did note his concern in regards that no plans have been submitted with detailed costs. He clearly noted that he approved of the project and it was necessary. He asked if any provisions had been made to allow the Department of Corrections to continue with the use of the basement for training purposes. Ms. Fish replied that the Department of Corrections would definitely be able to continue with the use of the basement for training purposes. She also added that Danny Hebert had submitted plans last year with a proposed summary of costs. Commissioner Samson agreed to move forward with the project with DHI. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to proceed with Danny Hebert, Inc. for renovations to the county house into offices, to waive the County bid process and a not to exceed price of \$215,000. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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- b. Request to waive the bid process for the Coös County Nursing Hospital Transport Van: Commissioner Grenier thanked Laura Mills for submitting various proposals to the Board. He did note that the sealed bid process was not followed but she did solicit several bids. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to waive the bid

process for the purchase of the transport van in the amount of \$51,450.40 from Mobilityworks. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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- c. Supplemental Budget: The County Administrator inquired if the Board had any questions on the proposed supplemental budget that was emailed to them prior to the meeting. Commissioner Grenier asked that compensations for the two Nursing Home Administrators, County Administrator and the Director and of Finance be also included. He noted that the two nursing home administrators do not qualify by State standards for the long term care stipend. He believes that they are on the front line and should be compensated. The County Administrator and CFO are the ones preparing all of the documents necessary for the State. He suggested \$4,500 for each Nursing Home Administrator and \$3,000 each for the County Administrator and CFO. In his opinion it is important that the NHA be compensated and keep open-ended for future discussion and revisited in October. These individuals are working crazy hours and are stressed. They need to be recognized.

Commissioner Samson asked if these compensations qualified for GOFERR funds. Commissioner Grenier stated that they did not. This would be County funds.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to add to the supplemental budget compensations for the two Nursing Home Administrators at \$4,500 each; the County Administrator \$3,000 and the Director of Finance (CFO) \$3,000. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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Commissioner Grenier stated that the renovations to the house are necessary due to the quarantine rules by the State. The space in the nursing home is needed. Ms. Collins asked if a line item would need to be added to the supplemental budget for the house. Ms. Fish replied that the line item was added by the Chair of the Delegation at the March meeting. Ms. Klebe also noted that meetings in the nursing homes cannot happen in the near future. Meetings will be able to be held at the house.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to recognize the two Nursing Home Administrators and all of the staff at the two nursing homes for all the work that has been done. Everyone has gone way above the call of duty for the care of our residents. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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Chairman Brady asked that the motion be posted in the nursing homes.

Commissioner Samson also thanked Jennifer Fish, Carrie Klebe and Linda Harris for all of the work that's been done.

- d. The Director of Finance reported that she had emailed the Board providing them with information relating to the bid process of capital items in the 2020 budget. It is currently difficult to obtain paper bids from vendors. She asked the Board to consider waiving the competitive bid process for the 2020 Nursing Home/Hospital Specials in order to proceed with the purchases. A motion was made by Commissioner Grenier, seconded by Commissioner

Samson to waive the competitive bid process for all of the budgeted 2020 Nursing Home/Hospital Specials. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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- e. The Director of Finance also asked for guidance relating to the information she had provided to the Board on the first responder stipends prior to the meeting. Commissioner Grenier replied to keep as is and follow up with budget transfers if needed.
- f. Commissioner Samson noted that the farm and land leases are set to expire at the end of the year and asked what the process was for renewal. Ms. Fish replied that she believed that the lease states that the current lessees were to notify the County if they were no longer interested in continuing with the lease. Ms. Klebe reported that she has been in contact with both parties and they wish to continue. Commissioner Samson noted that the Back Pond fields have not been fertilized.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 8:34 a.m. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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Respectfully submitted,

Commissioner Rick Samson, Clerk