

Coös County Commissioners
Special Meeting
Meeting held remotely in accordance with the
Governor's Emergency Order #12 pursuant to Executive Order 2020-04,
September 2, 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 or by clicking on the following website address: www.zoom.us/join . The meeting ID is # 818 6751 1446 password 465121.

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 Hospital Administrator Laura Mills; Administrative Assistant Linda Harris; Michelle Moren Gray, North Country Council; Tom Willis, NH DES; Lynette Carney, Underwood Engineers.

Commissioner Brady opened the Commissioners' meeting at 9:01 a.m. and welcomed everyone to the meeting.

1. **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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2. **Approval of the Minutes from the August 12, 2020, regular meeting, as presented:** A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the August 12, 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. Awarding of the bid for the demolition of the reservoir: The County Administrator noted that Lynette Carney from Underwood Engineers and Tom Willis of DES would answer any questions that the Board may have.

Ms. Carney noted that there were three items that needed completion:

- Bringing in domestic service to the building - Sicard in process.
- Getting rid of the storage tank and building. Bid being voted on today.
- Removing the pumps out of the wells and cap the wells. No bids were received on this project.

Ms. Carney recommended awarding the bid to AB Excavating for the demolition of the reservoir and storage building.

Ms. Carney noted to date that there was a balance of \$148,000 of the loan remaining. The bid from AB Excavating would be need to be deducted as well any administrative fees for Underwood services. DES has provided a timeline for completion and the county would be in violation if not completed.

Tom Willis of NH DES stated that the loan will close on December 1. Three extensions have been granted since the project began in 2017. The extensions are a lot of work for the staff and another extension will not be granted. He added that it is unfortunate that no one bid on the dismantling of the wells. The pumps will need to be taken care of if there are no plans to use the wells in the future. Commissioner Grenier asked if there was a preliminary estimate for that particular project. Ms. Carney replied that there was no estimate. Commissioner Grenier as added that it is unfortunate that Coös County is being punished for something that is out of their control. There was discussion regarding to whom the bid packets and additional vendors were provided. Mr. Willis suggested that Ms. Carney resend the bid packets to the additional vendors. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the demolition of the water tank and building to AB Excavating and to authorize the County Administrator to execute any contracts in regards to the decommissioning of the wells. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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- b. Discussion of CDBG - Coös County Child Care Centers - Michelle Moren Gray, North Country Council: The North Country Council has received a request for application of a Community Development Block Grant for COVID related funds for 14 childcare centers. The deadline for the submission is September 25. CDBG has new guidelines where public hearings must be held late afternoon or early evening. At this time, a grant amount has not been determined. Ms. Moren Gray stated that if there is another entity in Coös County that may align with the funds there is potential for a sub recipient.

Commissioner Grenier stated that in the past Coös County has contracted with Donna Lane for to administer CDBG grants for a flat fee. Ms. Moren Gray replied that NCC does the same work but may only request reimbursements. There is no flat fee. Commissioner Grenier stated that

the County Administrator and Finance Director are overwhelmed with COVID related issues. He hopes that NCC administers all of the grant. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the County Administrator to begin the process and advertise the CDBG Public Hearing. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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4. Any other business:

- a. Director of Finance Carrie Klebe reported that she had emailed the Board information prior to the meeting concerning an authority form from Mascoma Bank that required the signature of the Clerk of the Board. There are four CDs that will be maturing and will be turned to the money market account. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Clerk, Rick Samson, to sign on behalf of the Board and begin the process. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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- b. Nursing Hospital Administrator Laura Mills reported that she had recently met with Derek Eastman and members of the physical therapy department who had concerns about the residents losing conditioning. Due to COVID restrictions, residents are not allowed to move from floor to floor and the PT Room is located on the third floor. It was suggested to place a recumbent stepper on each floor for the residents to use. The nursing hospital currently has two which will be placed on the third and second floors but an additional one is needed for the first floor residents. Ms. Mill obtained pricing and requested that the Board waive the bid process for the purchase of this piece of equipment in the amount of \$5,103. The purchase will be treated as a COVID related expense. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to waive the bid process and allow the Nursing Hospital Administrator to purchase the equipment for the residents and used COVID funds if possible. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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Ms. Mills reported that she had been contacted by Franklin Pierce College to partner with the college and offer a 20% reduction in tuition to employees. There is no cost to the County for this partnership. Commissioner Grenier stated that it was a great but should be offered county wide. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to allow Coös County employees to participate in the Franklin Pierce College partnership. The motion was approved by roll call 3-0.

Commissioner Grenier	Yes	Commissioner Samson	Yes	Commissioner Brady	Yes
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Ms. Mills stated that she preparing the bid process for the sale of the old van. She asked to whom the sealed bids should be mailed to. The sealed bids are to be mailed to Commissioner Brady's home address.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 9:46 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