

COÖS COUNTY COMMISSIONERS
REGULAR MEETING
Coös County Administrative Offices - Stewartstown, NH
January 12, 2022

Present: Commissioners Tom Brady, Paul Grenier and Raymond Gorman; County Administrator Jennifer Fish; Superintendent Ben Champagne (*remotely*); Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills(*remotely*); Nursing Home Administrator Lynn Beede; County Treasurer Sue Collins; Sheriff Brian Valerino; Captain Keith Roberge; HR Coordinator Morgan DeBlois; Administrative Assistant Linda Harris; Representative Robert Th  berge.

1. Commissioner Brady called the meeting to order at 9:03 am, welcomed everyone. The Pledge of Allegiance was led by Commissioner Gorman.
2. Approval of the Agenda: A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the agenda as presented. The motion was approved 3-0.
3. Approval of the Minutes of the December 8, 2021, regular meeting and the December 13, 2021, special meeting as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the Minutes of the December 8, 2021, regular meeting and the December 13, 2021, special meeting. The motion was approved 3-0.
4. Approval of Payrolls and Disbursements: A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the Payrolls and Disbursements for the month of December and to authorize the Treasurer, during the month January, to meet all payroll obligations and pay all other obligations due during the month. The motion was approved 3-0.
5. Correspondence: There was no correspondence.
6. Hearing of the Public:
 - a. Representative Robert Th  berge reported that he had sent to the Board his suggested comments and corrections in regard to the Balsam's agreement. He noted that he is not opposed to the project but suggested that the Board meet with the Balsams team to discuss the agreement further. Commissioner Grenier recommended a special meeting with the Balsams team and the NH Builders Trade Commissioner. There could be possible economic development funds for the project. Rep. Th  berge suggested meeting with the president of the NH AFL-CIO.

Commissioner Gorman also suggested either monthly or every other month meeting with the Balsams to keep the Board up to date.

Chairman Brady asked Commissioner Grenier if he would organize a meeting and report back to the Board with dates. Commissioner Grenier also noted that the Chair is not opposed to the Balsams project. He received a lot of flack from people for opposing the motion at the last meeting. Chairman Brady stated that he just wanted more time to review the documents that were provided.

- b. James Belknap inquired if the county would be interested in selling some land that is located on Back Pond Road. The Board replied in the affirmative but also noted that the Delegation has

final say when it comes to the sale of county land. The County Administrator reviewed the map with the Board and Mr. Belknap. The Board requested that Mr. Belknap discuss options and proposals with the County Administrator.

- c. Sheriff Valerino reported that the Sheriff's Department will be able to assist with investigations at the Department of Corrections. Due to staff shortage at the NH State Police, the Sheriff met with Sgt. Cote and Lt. Prince to review processes. The Sheriff's Department took over this process on Tuesday, January 11.

7. Report of the Coös County Administrator Jennifer Fish. The written report that was submitted to the Board in advance of the meeting was as follows:

COUNTY

- a. The US Treasury adopted the final rule for the Coronavirus State and Local Fiscal Recovery funds of American Rescue Plan Act. The final rule takes effect April 1, 2022. The final rule provides more flexibility and clarification on eligible uses.
- b. The IRS announced the new standard mileage rate for 2022. The new rate is 58.5 cents up 2.5 cents from 2021. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to set the mileage rate of 58.5 cents for 2022 effective 1-12-2022. The motion was approved 3-0.
- c. The Area Churches Working Together aka Colebrook Area Food Pantry submitted a request dated December 28, 2021, for \$5,000. The County Administrator reported that there was \$4,500 remaining for 2021.

Commissioner Grenier stated that he was leery about allocating the entire amount to the pantry. Amounts remaining in line items will be used to reduce taxes. He proposed sending \$2,000. A motion was made by Commissioner Gorman, seconded by Commissioner Grenier to grant \$2,000 to the Area Churches Working Together. The motion was approved 3-0.

- d. The County Administrator requested a non-public session per RSA 91-A:3, II(a).

Committees/Boards

- NH Association of Counties Executive Meeting January 21
- NH Association of Counties-Strategic Plan Committee TBD
- NH Association of Counties-Administrator/Finance Affiliate-Weekly via Zoom
- North Country Council Board Meeting January 20
- NH Interlocal Trust Board Meeting December 2
- 45th Parallel EMS Board Meeting February 2022
- Coös County Broadband Committee January 26
- Coös County Planning Board January 19
- Coös County Zoning Board -TBD

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	19
HOUSE OF CORRECTIONS	5
PRETRIAL	14
NH STATE PRISON INMATES	0
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: 1 PT FEMALE, 1 PT MALE, 1 HOC MALE NHSP: 3 PT MALE STRAFFORD DOC: 1 PT MALE
AVERAGE DAILY POPULATION DECEMBER	17
MALE DAYS SERVED IN FACILITY DECEMBER	533
FEMALE DAYS SERVED DECEMBER	37 (4 females)
FEDERAL INMATE DAYS SERVED DECEMBER	0
TOTAL INMATES BOOKED DECEMBER	23
TOTAL INMATES RELEASED DECEMBER	19

- a. COVID-19 Updates: Over the month of December, we had (1) inmate and (3) correctional officers test positive for COVID-19. The inmate was positive for COVID-19 upon admission. The inmate became very sick from a combination of detoxing from heroin and being positive with COVID-19. The care the DOC staff had to provide for this individual undoubtedly resulted in them becoming positive. *At the meeting, the Superintendent reported that there was now four inmates and one staff member who had tested positive.* The Superintendent noted that this is the first time that there has been a breach in the general population for COVID-19.

The Superintendent asked the Board to reconsider the ARPA stipends for the DOC staff. The staff must work with inmates whether positive or not. The DOC has no choice and must admit an inmate whether positive or not. There is no agency staff for assistance. Commissioner Grenier suggested that the Board revisit the request at the February meeting and the Board agreed.

- b. The department still has two vacant corrections officer positions. This is creating a huge burden on staff when dealing with the high need inmate population, COVID-19 quarantine requirements, working overtime and the inability to take time off. Recruitment continues to be extremely difficult.
- c. On December 4, 2021, a protective custody inmate was brought into the facility to be held until sober. This inmate began to experience chest pains and breathing difficulties late in the evening. Due to corrections medical staff not being on shift he was sent by ambulance to the Upper Connecticut Valley Hospital for treatment.

The Superintendent noted that there may be more ambulance charges in the future due to staff shortage.

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 55. In December, there were three (3) admissions and no (0) deaths.

Of the 55 residents, three (3) were Private Pay and eight (8) residents were Vermont Medicaid. Four (4) residents were Medicaid Pending for NH. Two (2) of these residents were admitted Medicaid Pending under the agreement with NH DHHS to guarantee payment if Medicaid is denied, one is approved but needs to officially switch from community Medicaid to long term care Medicaid, and one is a former private pay resident who we are working to transition to NH Medicaid with BEAS assistance.

Admissions have been on hold for several weeks, first due to low staffing and second, due to COVID positive employees or residents occurring but we were able to bring in a few admissions this month, one on December 14, another on December 21 and a third on December 23, 2021. There also was an admission on January 5, 2022. There is a waiting list of eight (8) others that will be brought in as staffing and COVID allows and are on the list with the local hospitals to take ICF level admissions that are awaiting Medicaid.

Totals for 2021: Twenty-two (22) admissions and sixteen (16) deaths.

Totals for 2022: One (1) admission and one (1) death.

Agreement with DHHS: I have the authorization for our agreement with NH DHHS to accept NH Medicaid Pending residents from the hospitals. I am requesting a vote of the Board and the Clerk to sign. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the agreement and to authorize the Clerk to sign the Certificate of Authority. The motion was approved 3-0.

b. STAFFING:

Nursing: To be fully staffed there are 336 hours open for RN/LPN (8.4 FTE). To maintain two floors and a census of up to 66, the department would need to fill 4 FTE. Currently two contract nurses and several temps are able to fill those 4 FTE. Two new RN temps have been hired. One one 40-hour RN is out on Medical Leave.

There are 1,276 open LNA hours (31.9 FTE). To maintain two floors and a census of up to 66, the department would need to fill 12 FTE. Currently two contract LNAs and two more arriving next week and several temps are filling much of those 12 FTE. The department could use one or two more contract LNAs to fully meet this goal.

There are four full time openings (160 hours) in Housekeeping/Laundry and 164 open Dietary Aide hours plus 40 open Cook hours in Dietary. Ads will be in the paper, on the County Website, and on Facebook for these positions.

The National Guard is working with DHHS to assist hospitals and nursing homes in NH. The nursing hospital has been promised five to assist with screening staff and visitors and performing non-clinical and non-Environmental Services tasks. Hoping to see them arrive next week. Ms. Mills had a call Thursday to find out more about how this will work.

c. LNA CLASS: The LNA Class with the high schools will begin the week of January 17, 2022. There are seven students enrolled.

d. COVID-19: As of the date of the report, 136 employees/contracted staff were fully vaccinated for a 95.1% vaccination rate. This was up to 96.5% that have received at least one dose. In

addition, 53 residents are fully vaccinated for a 96.4% vaccination rate. Staff continues to work with UCVH and Walgreens to offer the COVID-19 vaccine to new admissions and new staff.

The facility continues with Surveillance Testing of unvaccinated and not fully vaccinated staff. Fully vaccinated staff are no longer required to undergo routine testing, only being tested if they show symptoms or if they have a high-risk contact with a positive person. This routine testing will continue until all staff is fully vaccinated or until we are told otherwise. Thankfully there have not been any positives in recent testing. Three employees tested positive in December but no contacts in residents or staff became positive. Coös County continues to have a “substantial” Transmission Rate, so the facility continues with twice a week testing and staff continue to be required to wear the shields in addition to the masks which still must be worn.

- e. NH MEDICAID RATE: The nursing hospital received its final NH Medicaid Rate for January 1, 2022. The rate is \$196.64; 55 cents less than the projected rate of \$197.19. The Vermont Medicaid rate was submitted for \$253.43.

Commissioner Grenier asked that the new Medicaid rates be used for both nursing homes to amend the projected 2022 revenues.

- f. Family/Resident/Staff Concerns: Three Ombudsman Reports were filed this month.
- g. FACILITY ISSUES: There are still a few issues occurring randomly. The main issue is getting the new computers that were included in the contract for Coös County Nursing Hospital put in place.
- h. QAPI: Staff continue to make progress on the QAPI Plan. COVID responses are included in the process. Also added tasks from the Survey Plan of Correction to include audits on using the infrared thermometer, falls investigations, the use of paid feeding assistants, and lift sling inspections.
- i. Committee Reports:
 - NHAC Executive Committee: Next Meeting January 21.
 - NHAC Nursing Home Affiliate: Meeting weekly via Zoom.
 - Workforce Development: The next meeting is scheduled for January 18.
 - UCVH Board of Directors: The next meeting is not yet scheduled for January.

- j. Nursing Hours at the Department of Corrections:

	2020	2021
	Minutes	Minutes
January	2	Testing time not documented
February	69	Testing time not documented
March	155	0
April	41	0
May	55	0
June	2+ (time not documented)	0
July	19+ (time not documented)	27
August	103+ (time not documented)	35

September	49	0
October	0	0
November	0	0
December	0	0

10. Report of the 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 69; Private Pay 11; Medicaid Pending 3; SNF: 3 and Hospice 3. Average daily census for December was 70.3; Admissions 1, Readmissions 0; Deaths 1; Discharges 0; Transfer out 2; Transfer in 2. Year to date average daily census 75.9.
- b. Nursing Shortage: Staffing was reduced in MDS Office and Activities Department. Employees are temporarily reassigned to Nursing Department. The Army National Guard, in cooperation with DHHS, have provided 5 Soldiers/Airmen to assist with non-clinical support from 1/11/22 through mid-March. They will complete various tasks: screening, testing/prep, dietary and activities departments, answering phones, transporting residents within the facility, PPE par levels, stocking supplies, etc. Salaried Nurses continue to fill vacant shifts to ensure resident/patient safety and quality of care. It is a struggle every day, all shifts, to staff the Nursing Department.
- c. Business Office: Erin Gauthier has been given the Accounts Payable position.
- d. COVID-19: Staff: 11 active cases; Residents: 0 active cases. All residents were PCR tested on 1/11/22. DHHS Health Alert Update #54: Omicron Variant, Therapeutics, and COVID-19 Vaccine Updates.
- e. QAPI: Process improvement projects, to include: COVID-19; Family Communication; Weight Loss; State Mandated Reports – 0; Medications; Exit Interviews; Music and Memory Program (Tele); Wheelchairs; Antibiotic Stewardship; Care Planning; Employee Retention; Dementia Training.
- f. Documents Requiring Signature: Budget Transfers (5 pages); End of Year Reserve Requests (2); Tuition Loan Program (1); Annual Health Facilities License Certificate Application.

The Board signed the facility license and the tuition loan program for a long-term employee.

- g. Building Repairs/Maintenance: SNS continues working in the background to upgrade IT – pending moving server to new tower and removing old cable. Call bell server upgrade needed for 2022. Propane Tank Project engineering plans are pending. No increase in tank movement compared to last year; measured weekly. Second floor hallways have been painted; resident rooms are in process. Half doors were added to nurse's stations on both floors. Mitel phone system go live is on 1/18/21. Hot water mixing valve is being replaced tomorrow.
- h. Medicaid: The Final Rate is \$217.76, effective January 1, 2022. Medicaid Arrears: \$4,976.46; Medicaid Pending: \$28,476.68. One case has been pending greater than 6 months, now totaling \$21,423.71. Will be addressed with the State on 1/13/22.
- i. Services: Zoom on 1/10/22 with PCC and Nursing Home Management to determine utilization, billing capacity, information on Home Health and Hospice documentation and billing capacity.

Next meeting TBA. Pending HH&H policy and procedure manuals. Once in place will submit applications to Medicare and State of NH.

j. Meetings/Committee Reports:

- NHAC Nursing Home Affiliate: meet weekly via Zoom
- Executive Committee: Monthly Zoom
- North Country Health Care Workforce Meeting: Zoom, sporadic attendance, review of minutes

12. 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 County Tax Warrants were issued to Coös County towns/city and the county taxes were due on December 17. All payments have been received. In turn, the Tax Anticipation Note for 2021 was paid in full on December 17. The principle was \$5,000,000 and the interest was \$7,963.81.
- b. The two Nursing Facilities are each asking to Encumber funds from the 2021 budget. The WSNH has an ice machine ordered but will not arrive until March. The Berlin Nursing Home has a Hi/Lo mixing valve ordered in November but will not arrive and be installed until January, and engineering services for the propane tanks. Documentation was sent to Commissioners prior to the meeting. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to present the three encumbrances to the Delegation:

WSNH: Ice Machine	\$2,329
BNH: Hi/Lo mixing valve	6,995
BNH: Engineering/Propane Tanks	5,000

The motion was approved 3-0.

- c. The NH Retirement System audited Coös County/WSNH. The review began on 11/2/2021 and is now complete. There were a few issues with reporting Base Wages vs. Comp over Base Wages, which has been addressed and corrective reporting will be worked on in the next few months.
- d. The Department of Health and Human Services Financial Compliance unit is auditing the 2020 WSNH Cost report. The review started on 10/12/2021 and is almost complete. There was a need for additional breakdown of Long-Term Care Stabilization Payments by department and grant funding from 2020 and this task has been completed.
- e. The Department of Health and Human Services Financial Compliance unit is auditing the 2020 Berlin Cost Report. This review started 10/4/2021 and is almost complete. There was a need for additional breakdown of Long-Term Care Stabilization Payments by department and grant funding from 2020 and this task has been completed.
- f. The Director of Finance is still working with the auditors and have completed 2020 regular audit and the Single Audit for 2020. The Single Audit is very immense due to all the funding received in 2020 and the same can be expected for 2021.

- g. Each of the nursing facilities have received ARP Rural Payment through the Provider Relief Fund Application. The Berlin Nursing Home received \$595,877.55 on 11/23/2021 and the West Stewartstown Nursing Hospital received \$392,083.84 on 12/17/2021.
 - h. The second Provider Relief Fund (PRF) reporting period is now open until March 31. This reporting is for the Cares Act funding received from July 1, 2020, to December 31, 2020, for each Nursing facility. The November & December 2021 financials need to be finalized in order to complete the reporting, which includes financial data from 2019, 2020 and 2021 along with nursing facilities employee and resident statistics.
 - i. The end of the year work has begun. The Finance Department is working with all County departments to finish out all the year-end processes. Almost every one of the County departments has a new employee or a change in employees this past year. It has been a super busy year for all.
 - j. The Director of Finance attends biweekly the NHAC Administrators Affiliate updates & some Nursing Home updates virtually.
 - k. At the meeting, the Director of Finance reported that she had been contacted by Bangor Savings Bank that only two signatures were current on file. A letter was presented to the Board for review which indicated the signers for the six checking accounts at the bank. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the distribution of the letter to the bank. The County Treasurer approved of the letter but refused to sign the indemnification agreement. The motion was approved 3-0.
13. Report of the HR Coordinator Morgan DeBlois. The written report that was submitted to the Board in advance of the meeting was as follows:

HR Activity Report: 12/01/2021-12/31/2021

a. New Hires: 5

Department:	#	Positions
Nursing Home	3 (1FT, 1 PT, 1 Temp)	1 RN, 1 LNA, 1 Unit Aide
Nursing Hospital	2 (1FT, 1PT,)	2 LNA

b. Separations: 17

Department:	#	
Nursing Home	6 (2 FT, 2 PT, 2 Temp)	2 RN, 2 LNA, 1 Resident Acct, 1 Unit Aide
Nursing Hospital	9 (6 FT, 1 PT, 1 Temp)	2 RN, 3 LNA, 1 House Keeping, 2 Dietary
County	3 (3 FT)	1 Victim/Witness, 1 Corporal, 1 HR

c. Change in Status: 1

Department:	#	
Nursing Hospital	1	FT LNA to Temp LNA

d. Reasons for separation/Change of status:

4 Retired
3 Found new employment

- 2 Personal reasons
- 2 No call/No show
- 1 Did not meet on call requirements
- 1 Work performance did not meet expectations
- 1 Unable to return to work

e. FMLA/Leave of absences/ADA/WC:

Nursing Home	3
Nursing Hospital	2
Corrections	3
County	1

- f. The month of January has been a focus on new hire processes and termination processes. Currently, the HR Coordinator is scheduled to attend three trainings to better her understanding of certain procedures such as FMLA, Workers Compensation, and Supervisor Success. She registered for the SHRM course to obtain her certification. The course begins January 24th for 10 weeks. The HR Coordinator appreciates the county's support in furthering her professional aspirations with courses like these.
- g. Recently, the HR Coordinator met with department heads and established an office space at the Nursing Hospital. It is her intention to establish a regular office schedule there, beginning in the near future. She looks forward to having a regular presence at the Nursing Hospital.

13. Commissioners' Committee Reports:

- a. Commissioner Grenier reported that at the last AVRRDD meeting the Board voted to reduce the tipping fees from \$67 to \$60 per ton. This will be a cost savings to the Unincorporated Places.

14. Other Business:

- a. Budget Transfers: The following budget transfers were presented to the Board for approval:

Coös County Nursing Hospital:

To: 01-05140-9700 Nursing New Equipment	3,720.00	
From: 01-05140-3100 Med Surg Supplies		3,720.00

To: 01-05140-8200 Nursing Equipment Repair/Main	4,700.00	
From: 01-05140-3100 Med Surg Supplies		4,700.00

To: 01-05150-2900 Maint Outside Services	1,730.00	
From: 01-05150-8100 Building Repairs		1,730.00

Coös County Nursing Home:

To: 02-05670-1300 Retirement	4,790.00	
From: 02-05640-0400 Nursing Assistants Salaries		4,790.00

To: 02-05660-0200 Laundry Aides Salaries	16,090.00	
From: 02-05640-0400 Nursing Assistants Salaries		16,090.00

To:	02-05660-1300 Retirement	2,695.00	
From:	02-05640-0400 Nursing Assistants Salaries		2,695.00
To:	02-05650-3900 Plant Supplies & Expense	3,091.00	
From:	02-05650-1700 Education & Conferences		1,500.00
From:	02-05650-0200 Maintenance Salaries		1,591.00
To:	02-05670-0100 Environmental Svcs Mgr Salary	1,125.00	
From:	02-05670-1200 Health Insurance		1,125.00
To:	02-05670-0200 Porter Salaries	7,488.00	
From:	02-05640-0400 Nursing Assistants Salaries		7,488.00
To:	02-05691-0100 Activity Director's Salary	1,485.00	
From:	02-05640-0400 Nursing Assistants Salaries		1,485.00
To:	02-05640-1300 Retirement	12,345.00	
From:	02-05640-1200 Health Insurance		12,345.00
To:	02-05640-2300 Contract Nurses	73,625.00	
From:	02-05640-0200 Registered Nurses Salaries		73,625.00
To:	02-05641-1200 Health Insurance	5,745.00	
From:	02-05640-1200 Health Insurance		5,745.00
To:	02-05642-0200 RN Staff	1,386.00	
From:	02-05642-0100 Staff Development Director		1,386.00
To:	02-05650-8100 Building Repairs	2,955.00	
From:	02-05640-8200 Equip Repair/Maint Contracts		2,955.00
To:	02-05630-9900 Retiree Benefits	1,850.00	
From:	02-05630-0300 Dietary Aides Salaries		1,850.00
To:	02-05640-0100 Director of Nursing Salary	15,510.00	
From:	02-05640-0200 Registered Nurses Salaries		15,510.00
To:	02-05640-0300 Licensed Practical Nurses Salaries	23,850.00	
From:	02-05640-0200 Registered Nurses Salaries		23,850.00
To:	02-05640-0500 Medication Nursing Assistants Salaries	78,335.00	
From:	02-05640-0400 Nursing Assistants Salaries		78,335.00
To:	02-05640-0800 In Lieu of Health Benefits	2,500.00	
From:	02-05640-0900 Longevity Pay		2,500.00
To:	02-05600-0100 Skilled Administrator's Salary	9,590.00	
From:	02-05640-0200 Registered Nurses Salaries		9,590.00

To: 02-05600-0200 Office Manager's Salary	3,800.00	
From: 02-05600-0300 Office Staff Salaries		3,800.00
To: 02-05600-0800 In Lieu of Health	1,000.00	
From: 02-05600-1910 Employee Incentives		1,000.00
To: 02-05600-1300 Retirement	1,900.00	
From: 02-05600-1910 Employee Incentives		1,900.00
To: 02-05610-9200 Interest of Long-term notes	4,305.00	
From: 02-05610-9000 Principle: Long-term notes		4,305.00
<u>County:</u>		
To: 03-04102-0900 Longevity	1,400.00	
From: 03-04102-1200 Health Insurance		1,400.00
To: 03-04102-3600 Office Supplies & Expense	1,000.00	
From: 03-04102-1300 Retirement		1,000.00
To: 03-04110-9800 Law Library	1,000.00	
From: 03-04110-1700 Education & Conferences		1,000.00
To: 03-04111-1200 Health Insurance	7,120.00	
From: 03-04111-1300 Retirement		4,000.00
From: 03-04111-0200 Clerk Salary		3,120.00
To: 03-04120-0100 Register's Salary	1,600.00	
From: 03-04120-0200 Clerk's Salary		1,600.00
To: 03-04120-9800 Index Processing	3,400.00	
From: 03-04120-0300 Deputy Registrar's Salary		2,000.00
From: 03-04120-7000 Travel		1,400.00
To: 03-04140-0401 Deputy Full Time	1,780.00	
From: 03-04140-0402 Deputy Overtime		1,780.00
To: 03-04140-1200 Health Insurance	10,740.00	
From: 03-04140-0400 Deputy Transportation Salaries		10,740.00
To: 03-04140-1700 Office Training Materials	50.00	
From: 03-04140-7000 Travel		50.00
To: 03-04140-2300 Contracted Services	2,730.00	
From: 03-04140-7000 Travel		2,730.00
To: 03-04140-5200 Uniforms	4,000.00	
From: 03-04140-8100 Vehicle Lease/Purchase		4,000.00

To:	03-04140-2410 IT Hardware/Equipment	700.00	
From:	03-04140-3700 Gasoline		2,000.00
To:	03-06100-0700 Medical Services Nurses	4,700.00	
From:	03-06100-1300 Retirement		4,700.00
To:	03-06100-0800 In Lieu of Health Benefit	8,750.00	
From:	03-06100-1300 Retirement		8,750.00
To:	03-06100-1600 Employee Meals	9,300.00	
From:	03-06100-0400 Correctional Officer Salaries		9,300.00
To:	03-06100-2210 IT Hardware/Equipment	5,130.00	
From:	03-06100-1300 Retirement		5,130.00
To:	03-06100-5000 Food/Meals	32,130.00	
From:	03-06100-1300 Retirement		32,130.00
To:	03-06100-6800 Communications	1,500.00	
From:	03-06100-1300 Retirement		1,500.00
To:	03-08400-0100 District Administrator Salary	1,260.00	
From:	03-08400-1000 FICA		600.00
From:	03-08400-1300 Retirement		350.00
From:	03-08400-1900 Education Workshops		310.00
To:	03-09170-9000 Interest Long-term notes	6,900.00	
From:	03-09160-9000 Principle Long-term notes		6,900.00

The Board approved and signed all the budget transfers.

15. Unincorporated Places:

- | | | |
|----|---|-----------------------------|
| a. | Town of Carroll 2022 Ambulance Agreement | \$7,000 |
| | Town of Carroll 2022 Public Safety Agreement | \$7,000 |
| | Town of Errol 2022 Public Safety Agreement | \$2,400 |
| | Errol Rescue 2022 Ambulance Agreement | \$2,800 |
| | 2022 45 th Parallel Ambulance Agreement (Dixville) | \$1,671.53/\$139.29 monthly |

Members of the Board signed the agreements.

- b. Approval / Acceptance of Prepayments of Property Taxes pursuant to RSA 80:52-a. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve Acceptance of Prepayments of Property Taxes pursuant to RSA 80:52-a. The motion was approved 3-0.
- c. Refund of Overpayments per RSA 80:57: A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve Refund of Overpayments per RSA 80:57. The motion was approved 3-0.

- d. Delegation of deposit authority in accordance with RSA 41:29 VI – Coös County Treasurer. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to approve the Delegation of deposit authority in accordance with RSA 41:29 VI for Linda Harris. The motion was approved 3-0.

- 16. A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to enter nonpublic session per RSA 91-A:3, II (a) at 10:23 a.m. The motion was approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to come out of nonpublic at 10:27 a.m. The motion was approved 3-0. No action time was taken.

A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to enter nonpublic session per RSA 91-A:3, II (c) at 10:27 a.m. The motion was approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to come out of nonpublic at 10:33 a.m. The motion was approved 3-0. No action time was taken.

- 17. Any other public input: There was no public comment.

The next regular meeting is scheduled for February 9, 2022, at 9:00 a.m. at the Coös County Administrative Offices in Stewartstown.

A motion was made by Commissioner Grenier, seconded by Commissioner Gorman to adjourn the meeting at 10:34 a.m. The motion was approved 3-0.

Respectfully submitted,

Commissioner Raymond Gorman, Clerk