

Coös County Commissioners  
Regular Meeting  
Coös County Nursing Hospital, W. Stewartstown, NH  
February 10, 2016

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Superintendent Craig Hamelin; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Louise Belanger; Director of Finance Carrie Klebe; Administrative Assistant Linda Harris; Sheriff Gerry Marcou; Chief Deputy Keith Roberge; County Treasurer Fred King; Ty Gagne, ASVAR; Wayne Saunders, NH Fish & Game; Sarah Desrochers, Passumpsic Savings Bank; John McCormick, County Attorney; Tanya Batchelder, Register of Deeds; Bill Allen, Marc Rancourt, Hasen Burns, Allen Coats from the Town of Stewartstown; Jay Poulin, HEB Engineers; Mike Metcalf, Underwood Engineers; Gary Leach, Tata & Howard; and members of the press.

1. Commissioner Brady opened the Commissioners' meeting at 9:06 a.m. and welcomed everyone to the meeting. Chief Deputy Roberge 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 of the January 6, 2016, Regular Meeting, and the February 5, 2016, Special Meeting as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the January 6, 2016, Regular Meeting and the February 5, 2016, Special 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 January and to authorize the Treasurer, during the month of February, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
5. Correspondence: Jennifer reported that the following correspondence had been received:
  - a. A letter from North Country Council asking for a letter of support from the Coös County Commissioners in requesting grant funding for its Comprehensive Trails Plan for the North Country. The Board signed the letter presented by Jennifer with the Board's request that Coös County be a participant in the process.
  - b. A letter from Wagner Forest Management addressing concerns regarding the name signing of private roads in the Unincorporated Places.
  - c. A letter from the Town of Franconia regarding the revised plan of Northern Pass.
  - d. A letter to Governor Hassan which the County Commissioners were copied.
6. Hearing of the Public:
  - a. Sarah Desrochers of Passumpsic Bank presented the Tax Anticipation Note documents for the signatures from the Board and the County Treasurer.

- b. Ty Gagne, ASVAR and Wayne Saunders, NH Fish & Game: Mr. Gagne on behalf of Androscoggin Valley Search and Rescue (ASVAR) explained the request previously submitted to the Board in regards to portable radios. The current radios are analogue which place volunteers in harm's way. The upgrade to digital radios would allow ASVAR to communicate with other agencies. The request of \$4,350.50 was for five portable radios. Commissioner Samson suggested adding a sixth radio and using funds from the Sargent's Purchase fund balance. County Administrator Jennifer Fish noted that the five radios were already included in the proposed budget. Commissioner Brady agreed with Commissioner Samson. The Board agreed to make the adjustment during the budget revisions.

- c. County Attorney John McCormick stated he would not be attending the budget meeting on March 11, 2016 as he has jury picks for two trials on that date. He asked if the Board had questions concerning his budget. There were no questions on the budget.

Edith Tucker, *The Coös County Democrat*, inquired about the Drug Court visit at Grafton County on January 11. Commissioner Brady stated that the group observed the drug court in process. The Board has not had any discussion on the matter. It is a worthwhile program but how to fund it is another question. Commissioner Grenier stated that the treatment centers are inadequate and understaffed. In his opinion it is a political fix to a medical problem. Medical people should be involved in this process. Commissioner Samson agreed.

- d. Tanya Batchelder, Register of Deeds, asked if the Board had any questions regarding her budget. Commissioner Grenier noted that the 2016 revenues were somewhat conservative. Ms. Batchelder replied that the January 2016 revenues were \$16,000; typically revenues are estimated at \$20,000.
- e. County Treasurer King noted that a Special Commissioners' Meeting was held on Friday, February 5 with Commissioner Rose and the Planning Board was not invited. Commissioner Brady stated that Commissioner Rose asked to meet with the Board to provide an update on rehabilitating of Golf Links Road and creating a redevelopment district as authorized by SB30. Mr. King asked that the Planning Board Chair be invited to future meetings.

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:

- a. Jennifer received a food pantry request from Pittsburg Area Community Services, Inc. The amount requested was \$3,000. There was no funding request in 2015.

Commissioner Grenier stated that funds could not be expended until budget approval. The request will be revisited at the March meeting.

- b. Jennifer presented the 45<sup>th</sup> Parallel 2016 EMS Contract for the Unincorporated Place of Dixville for the Board's approval. The 2016 annual contract was \$1,223.63. This is a decrease of \$639.38 from 2015. The fee is based on the total number of runs in the previous calendar year, the population of the town and the number of housing units.
- c. Jennifer received a call from CGI Communications. They are working with counties that are members of NACO to produce a series of videos for the county's website. The purpose of the

videos is to help promote tourism, educate and welcome new residents and attract new businesses. A representative would be willing to come to a Commissioners' meeting to discuss their product in more detail if there is interest. There would be no cost to the county. Grafton County and Rockingham County have worked with CGI and have the videos on their respective websites. The Board agreed to meet with CGI Communications.

- d. The term of office for Coös County's District Representative and Alternates on the AVRRD Board expires March 31, 2016. Coös County's primary representative is Commissioner Grenier. Executive Director Sharon Gauthier has requested that the Board confirm the County's appointments on or before March 31, 2016.

A motion was made by Commissioner Samson, seconded by Commissioner Brady that the representatives to AVRRDD remain the same: Primary Representative - Commissioner Paul Grenier; First Alternative - Commissioner Tom Brady; and Second Alternative - Commissioner Rick Samson. All approved 3-0.

- e. Ms. Fish reported at the meeting that due to a tractor trailer rollover in the middle of Route 3 during the early hours of the morning a few employees were late for work. The attendance policy states no exceptions will be accepted and these employees will not get the attendance bonus at the end of the quarter. Commissioner Grenier stated that this was an extraordinary event and the employees should not be penalized for something that was out of their control. Anyone that was late on that day due to the accident should get a onetime pass. Commissioner Samson agreed.

Both Nursing Home Administrators have been adamant with past instances whereas the employee did not get the bonus. Commissioner Grenier stated that if it is weather related arrangements can be made. Louise stated that she will receive all kinds of requests in the future. Commissioner Brady stated that if the Board does not make this one exception, it will show that the Board will do anything to deny the bonus. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to waive the attendance bonus policy for this one tractor trailer event on Route 3. All approved 3-0.

8. Report of the Superintendent of Corrections Craig Hamelin. The written report that was submitted to the Board in advance of the meeting was as follows:

<b>TOTAL IN FACILITY</b>	<b>37</b>
HOUSE OF CORRECTIONS	23
PRETRIAL	14
NH STATE PRISON INMATES	1
OTHER COUNTY INMATES	0
ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES	8
HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	CARROLL DOC: 1 PT MALE GRAFTON DOC: 1 PT MALE, 2 HOC FEMALE, 1 PT FEMALE STRAFFORD DOC: 1 HOC FEMALE NHSP: 1 HOC MALE, 1 HOC FEMALE
AVERAGE DAILY POPULATION JANUARY	34
MALE DAYS SERVED IN FACILITY	1030

DECEMBER	
FEMALE DAYS SERVED DECEMBER	190 (14 females)
TOTAL INMATES BOOKED DECEMBER	38
TOTAL INMATES RELEASED DECEMBER	37

- a. At the last Commissioner's meeting, Superintendent Hamelin reported that Bertina Jondro-RN, was returning to fill a 16 hour position. This did not end up taking place and has left a significant hole in adequately filling needed nursing hours in the facility. The department has been unsuccessful in receiving interest in the part-time positions that have historically been very useful. Superintendent Hamelin requested to post a 32 hour nursing position, which would be eligible for health insurance, but not retirement. This would combine the hours of three part-time positions into one, and also allow for some expansion of hours and relief to Nursing Hospital staff.

At the meeting, Superintendent Hamelin asked if the position could be posted. The Board replied in the affirmative.

- b. On January 11, Superintendent Hamelin attended a presentation of Grafton County's Drug Court with numerous other Coös and Carroll County representatives. He appreciated the invitation, the tour of their facilities, and the ability to actually witness their Drug Court in session.
  - c. On January 25, Corporal Ben Champagne and Superintendent Hamelin attended the Colebrook Selectmen's meeting to discuss any Recycling Center issues and to provide an update of their first month of service. Colebrook's Select board and transfer station staff have been great to work with in providing a seamless transition for their residents and staff. The first month with Colebrook back in the program has gone extremely well. We will meet with the Selectmen in approximately 3 months to ensure there is communication and to address any issues in a timely manner.
  - d. On January 27, Superintendent Hamelin attended the Carroll County Commissioner's Meeting to see a presentation from Kevin Warwick of Alternative Solutions and Merrimack County Supt. Ross Cunningham, on substance and behavioral treatment programs and TJC (Transition from Jail to Community) programs they have been involved in upstarting in other counties. There was a magnitude of information presented, and fortunately for those who could not attend, the Commissioner's meeting was recorded and may be viewed at:  
<http://www.governmentoversite.com/commission/carroll-county/2016-01-27>
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 78. Occupancy for the month of January was 85.6%. In January, there was one (1) admission, no (0) discharges and no (0) deaths. There has been one (1) admission in February and another planned for next week. Of the 78 residents, twelve (12) are Private Pay. Two (2) residents are Medicaid Pending NH. Eight (8) residents are Vermont Medicaid.

*Totals for 2016: Two (2) admissions, no (0) discharges and no (0) deaths.*

- b. Nursing Staff: The Nursing Department continues to have 72 hours open for RN/LPN. A contract nurse is still utilized to cover the open hours at this time and have been looking for another, but even contract nurses are in short supply.

There are 61 open LNA hours plus a hold on a 32 hour position for an LNA on medical leave, but have had a previously employed LNA return looking for a position. With any luck the nursing department will have only two 16 hour positions left unfilled.

- c. Nursing Tuition Loan: The Tuition Loan program began in 2003. At that time \$5,000 covered the yearly tuition and books. Licensed Practical Nurse (LPN) education could be completed in one year and a current LPN could complete the second year and become a Registered Nurse (RN). The tuition for the nursing program at White Mountains Community College is now over \$8,500 plus another \$1,500 per year for books. New admission requirements recognize a current LPN license as an equivalent to only one semester of the RN program, not the previously accepted full year of two semesters. The County's tuition loan program only allows for two years at \$5,000 each but current LPNs will need to complete an additional year and a half to complete the RN requirements. Laura requested the following: 1) Permission to extend the tuition loan program an additional semester for a current LPN who has applied for the RN program at WMCC and 2) Permission to update the Nursing Tuition Loan program to reflect current costs and requirements. Commissioner Samson asked that both Laura and Louise work on updating the tuition loan program to present to the Board at a future meeting.
- d. Health and Wellness in the North Country: On Saturday, January 23, Laura attended a symposium at The Tillotson Center on Health and Wellness in the North Country. Commissioner Samson was also in attendance. The group discussed many health and organizational needs of North Country residents, the limitation of services and the lack of knowledge about what programs are available. Much more work is needed and Laura expects more meetings will be arranged going forward.
- e. Primex<sup>3</sup> Emerging Leaders Program: Chantal Rioux, Dietary Director, has been accepted into the Primex<sup>3</sup> Emerging Leaders Program for 2016. She was one of only 16 chosen from the Primex<sup>3</sup> membership pool. The Primex<sup>3</sup> *Emerging Leaders Program* is a dynamic 7-month professional development opportunity to discover one's strengths and develop the competencies needed to grow in leadership effectiveness.

- f. Nursing Hours at the Department of Corrections:

2015	Minutes	Hours	2016	Minutes	Hours
January	30	.50	January	93	1.5

- 10. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. Census: The current census was 89. Seven (7) residents were Private Pay, ten (10) residents were Medicaid pending some as far back as November 2015. The average daily census for January was 88.9; there were 3 admissions and 5 deaths in January. There are four (4) admissions scheduled for next week.

- b. Nursing Department: There are currently 216 hours of open nursing (RN/LPN) positions (two agency nurses are covering 80 hours of the open hours) and there are 404 hours of LNA open positions. The Nursing Department is working with Clinical Career Training; and hoping to start another LNA class at the nursing home. The Employment Office continues to be updated with the Nursing Home needs. Several on-call RN's have been hired in the last several months. The on-call and regular staff have been beneficial in helping cover open positions.
- c. Dietary: The Dietary Manager asked for permission to attend a food show in Burlington, Vermont. The food show which will be held in April is sponsored by Reinhart, one of the largest food providers. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the out of state travel. All approved 3-0.
- d. Diagnostic Services: Mobilex is an experienced provider of mobile diagnostic services and is now available in the Berlin area. They currently offer x-ray, EKG and Holter monitoring. Services are currently being provided to the local prison system and other local nursing homes. The Nursing Home is looking to utilize Mobilex services on an as needed basis beginning in March. Their services will decrease resident transfers via van or ambulance for x-rays and EKG's, provide convenience and decrease discomfort of transfers for the resident, and keep staff in the nursing home providing care.
- e. The Nursing Home has been recognized for the second year in a row to receive the Eli Pick Facility Leadership Award in May. The Eli Pick Facility Leadership Award is a distinction of significance. Fewer than 9% of facilities nationwide qualify. The ACHCA (American College of Health Care Administrators) uses the facility quality measures, occupancy, and three years of survey data to identify top-performers. The ACHCA obtains all of the facility information from CMS (Centers for Medicare & Medicaid Services) to identify high-performing facilities. Staff was honored to be recognized as a top performing home.

11. Report of the Director of Finance Carrie Klebe. There was no written report submitted to the Board.

At the meeting, Carrie reported that the Granite Reliable PILT payment had been received.

Carrie requested authorization to received future bank statements from Northway Bank electronically. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to support the request. All approved 3-0.

12. Commissioners' Committee Reports: There were no committee reports.

13. Other Business:

- a. Budget transfers: Several budget transfers for the 2015 budget were presented.

Coös County Nursing Hospital:

To:	01-05140-3100 Nursing Med/Surg Supplies	\$1,530.00	
From:	01-05140-0400 LNA Salaries		\$1,530.00
To:	01-05140-1300 Nursing Retirement	\$1,650.00	
From:	01-05140-0400 LNA Salaries		\$1,650.00

Coös County Nursing Home:

To:	02-05680-2600 Mental Health	\$1,100.00	
From:	02-05680-2500 Dentist Service		\$1,100.00
To:	02-05650-6400 Sewer	\$4,200.00	
From:	02-05650-8400 Snow Removal		\$2,200.00
From:	02-05650-6500 Fuel		\$2,000.00

- b. Coös County Water System: Commissioner Grenier stated that the study has evolved where the County has interest in joining the Stewartstown Water Precinct. There were two areas of concern: the water pressure to the third floor and the backflow preventer/booster system. If the County will have to continue to maintain the booster system, perform maintenance and testing of the water system and keep a water system operator, it does not make sense to join the water precinct. The goal is to get a water bill and wash the County's hands of everything. It will need to be cost effective for the County. Mike Metcalf, Underwood Engineers, stated he did not have an answer in regards to the booster system. If a booster system is needed, the County becomes a privately owned redistribution system under DES regulations with a certified operator and continued bacterial testing. The system will need to be maintained on the County side of the vault. Gary Leach stated he had not reviewed the plan to provide an answer. Commissioner Grenier stated that booster system was a critical factor on whether to join or not.

Bill Allen questioned if a booster system would be needed. Mr. Metcalf stated that DES regulations state that if water is taken from one precinct and goes through a vault it becomes a redistribution system. Under the rules there must be an operator and a booster system.

Commissioner Grenier also stated that the financial piece - the bond also needed to be discussed. Preliminary figures showed \$13,000 per year base rate with a cost of \$1.25 per thousand gallon of water. The facility's water usage is estimated at 20,000 gallons per day. Mr. Metcalf stated that minus the operation and maintenance of the pumps there would be an estimated cost of \$17,000 per year.

Commissioner Samson asked if a copy of the water report could be supplied to Mr. Leach. Commissioner Samson also had the following inquires:

- Would Mr. Metcalf and Mr. Leach come up with a proposal in regards to the booster system. Will it have to remain in-house or not?
- Could a cap be agreed upon with the water precinct? Mr. Leach stated that the \$13,000 would not change for now; but the water usage costs may. Mr. Metcalf added that the operating & maintenance costs could change.
- If the Nursing Hospital were to join the water precinct and the pumps pulled from the wells and reservoir, could the wells be used in the future? Mr. Metcalf replied that the wells would be considered an abandoned source by DES if the wells are not regularly used but could be used. The County would need to go through a regulatory process. Currently the wells are grandfathered by DES rules.

Commissioner Samson also noted that January grant funding deadlines were missed. He inquired about the June draws. Mr. Metcalf stated that he had spoken with Donna Lane, CDBG consultant, where she had indicated that the January draws were better than the June draws.

However, the County should still apply. Mr. Metcalf also stated the January deadline was missed but the County should still apply.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson that Coös County Nursing Hospital join the West Stewartstown Water Precinct subject to final resolution of citing and payment of the booster pump system.

Commissioner Samson asked about the cost of the booster pump. Laura Mills, NHA, replied that the Nursing Hospital has a booster pump system in the facility. A reply from Mr. Metcalf and Mr. Leach is expected by the end of February. The recycling center and the barn will also be part of the water precinct.

County Treasurer King asked if there was a huge issue with the water system in the future, would the County also be responsible. Mr. Metcalf replied that the County would not be responsible for the capital expense; however; the cost would most likely be reflected in the water rate.

All approved 3-0.

14. Unincorporated Places:

- a. Timber Warrant - Millsfield. The Board signed the timber warrant.
- b. 45<sup>th</sup> Parallel EMS Memo of Understanding (MOU): Jennifer presented the MOU between the 45<sup>th</sup> and the Unincorporated Place of Dixville for ambulance services for the year 2016 in the amount of \$1,223.63. The MOU was signed by Commissioner Brady.
- c. Gorham Public Safety and EMS Agreements 2016: Jennifer presented the two agreements from the Town of Gorham. The Public Safety Agreement totaled \$12,600 and the EMS Agreement totaled \$27,585. Jennifer stated that both amounts were included in the Unincorporated Places 2016 budget. The Board signed both contracts.
- d. North Country Council Zoning Amendments Contract Extension: Jennifer presented a contract extension of 20 hours in order for Tara Bamford to complete the zoning amendments changes. The Board signed the contract.

15. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter to nonpublic session per RSA 91-A:2 I (a) at 11:51 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of nonpublic session at 12:05 p.m. All approved 3-0.

16. Other Business (*continued*):

- c. Budget Review:

*Berlin Nursing Home:*

Commissioner Grenier suggested a 10-year note for the roof repairs. Ms. Klebe estimated a 10 year note with a fixed rate of 2.39% would have a yearly payment of \$63,230.



The following line items were changed:

- The revenues for the Nursing Home increased by \$560,000;
- A debt service line item created in the amount of \$65,000;
- The county tax line item will be reduced by \$495,000.

*Department of Corrections:*

- **Specials Line Item: Cameras \$28,115.**  
Superintendent Hamelin explained that internal personnel would be doing the installation. The work may not be completed in 2016.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to add \$28,200 to the Department of Corrections budget for cameras. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to recommend to the Delegation to add \$276,354.15 of the surplus to the Water System Upgrade Fund. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to use the additional surplus of \$995,687 to lower the county tax. All approved 3-0.

Commissioner Grenier stated there was a zero percent tax increase.

*Unincorporated Places:*

- **Sargent's Purchase:** A motion was made by Commissioner Grenier, seconded by Commissioner Samson to purchase a sixth radio in the amount of \$863 for ASVAR from the Sargent's Purchase fund balance. All approved 3-0.
- **Dixville:** A motion was made by Commissioner Grenier, seconded by Commissioner Samson to increase the Professional Services line item and the revenue line item: Other Licenses, Permits & Fees by \$10,000 for a Clerk of the Works for the potential Balsams project. All approved 3-0.

*County:*

Ms. Fish stated on that she provided to the Board information on the human resource position proposal. Currently an individual does some payroll and human resource duties for the Nursing Hospital and the County. The proposal indicated that the individual would take on more human resources responsibilities and become the HR Coordinator for the whole County which would include the Berlin Nursing Home. There would be less payroll duties and the main focus would be on human resources issues that need to be addressed. The position would be a 40 hour per week position with a salary and benefit increase of \$9,117 on the budget effective April 1, 2016.

Commissioner Grenier stated he supported the proposal. The Delegation may or may not support the proposal. If there were a concurrence between the Board and the Delegation for a one year trial, was the individual aware that things could change at the end of the year. Ms. Fish replied that it has been discussed. He was not prepared to spend \$90,000-\$100,000 on this position including benefits. He did not support adding that kind of expense.

Commissioner Samson asked how long discussions had been occurring with the individual regarding the position. Ms. Fish replied the additional duties have been discussed since last fall. Commissioner Samson did not support the proposal. Commissioner Samson stated that this could be a contentious subject with the Delegation. He noted that the Delegation will have a Human Resource Presentation at the next meeting. Ms. Fish stated that she has offered to make a presentation on her ideas as well. Commissioner Samson asked of Ms. Fish's degrees, education and experience in Human Resources. Ms. Fish replied she has Master's Degree in Business Administration from Loyola and Marymount University; and, a Bachelor's of Science Degree in Management which includes courses in Human Resources. The filling of this position is possibly one of the most important decisions the Board will ever make, especially with all the new laws. He found it odd that a presentation will be made in order to circumvent the Delegation. Ms. Fish stated that she was asked in November to present a proposal in February. Commissioner Brady stated that he has mentioned to some of the Delegation members that Ms. Fish was overwhelmed and needed assistance. However, the Delegation cannot tell the Board who to hire. The Commissioners have a responsibility to the taxpayers to present a well balanced budget. Commissioner Brady stated that if this proposal does not work out the individual understands that she will be back to the payroll position. Ms. Fish also stated that she has made the decision to move this individual's office. She currently shares an office with another individual and it is not private for employees to discuss personnel matters. She will be located outside of the County Administrator's office.

Commissioner Brady stated that he could go along with the proposal. His district has been hit be several tax increases. Commissioner Grenier stated that he was not married to the proposal. If the proposal does not work, the individual needs to realize that she will return to her former position. Louise Belanger, NHA, asked if there will be days set aside for Berlin. Ms. Fish replied there will be visits to Berlin. At first, appointments will be set in order to be eased into the position. In the future, there will be weekly visits. Commissioner Samson stated that he was told that the County Administrator had made the decision to give this individual the position a month ago. Commissioner Brady added that he had not discussed the issue until last Friday.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to recommend the increase of \$9,917 in the County Administration budget in order to fill the human resource position in-house on a trial basis until the end of the 2016 fiscal year. The motion was approved 2-1 (Commissioner Samson).

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter to nonpublic session per RSA 91-A:3, II (c) at 1:05 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of nonpublic session at 1:35 p.m. All approved 3-0.

The next regular monthly meeting will be held Wednesday, March 16, 2016, at 9:00 a.m. at the Coös County Nursing Home in Berlin, NH.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 1:35 p.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk