

Coös County Commissioners
Regular Meeting
North Country Resource Center - Lancaster, NH
September 11, 2013

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Nursing Home Administrator Louise Belanger; Superintendent Craig Hamelin; Nursing Hospital Administrator Laura Mills; Administrative Assistant Linda Harris; Sheriff Gerry Marcou; Chief Deputy Keith Roberge; County Treasurer Fred King; Representatives Herb Richardson and Leon Rideout; Ray Burton, Executive Councilor District 1; Rick Alpers and Sandy Burroughs, Primex³; Chuck Henderson from Senator Shaheen's office; Michael Scala from Senator Kelly Ayotte's office; Brian Bresnahan, North Country Representative for Congresswoman Annie Kuster; members of the press and public.

Commissioner Brady opened the meeting at 9:05 a.m. Commissioner Brady read from Governor Hassan's comments and requested a moment of silence in observance of September 11, 2001.

1. Approval of the agenda: Commissioner Grenier amended the agenda to include under Item 13 Non-public session: *RSA 91-A:3 II (a)- The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.* A motion was made by Commissioner Grenier, seconded by Commissioner Samson to amend the agenda. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the amended agenda. All approved 3-0.

2. Approval of the Minutes of August 14, 2013, as distributed: A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the minutes of the August 14, 2013 meeting. All approved 3-0.
3. 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 August 2013 and to authorize the Treasurer, during the month of September, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
4. Hearing of the Public:
 - a. County Treasurer Fred King reported that he had been selected by the NHAC to be part of a commission that will review and analyze state fees, funds and expenditures. The commission will review and analyze the funding of Medicaid costs, reimbursement rates and overall costs. Mr. King expressed concern that there will be more cost shifting towards county nursing homes. The amount of money is limited and the need for services increases. The Commission must submit their report by November. Mr. King requested authorization to continue the County's representation on the Commission. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize County Treasurer Fred King to continue Coös County's representation on the HB2 Commission. All approved 3-0.

Mr. King also provided an update on the economic study of federal land ownership in Coös County. The firm HDR has started the research and Mr. King provided the firm with a box of documents. Mr. King reiterated that the County is not conducting the study. HDR will be conducting a public meeting. Mr. King will suggest to North Country Council that the meeting be held at the college as it is big enough to accommodate a crowd. HDR will be calling individuals to obtain opinions.

Commissioner Grenier thanked Mr. King for all of his hard work and efforts. Mr. King is one of the experts when it comes to Medicaid issues.

- b. Paul Bousquet, Superintendent, SAU20 - Errol Tuition: Mr. Bousquet explained that he was at the meeting on behalf of the Errol School Board. Mr. Bousquet was following up on a letter received in December 2012 in which the Board of Commissioners expressed concern over the increase of tuition for students attending the Errol School from the Unincorporated Places. Mr. Bousquet explained that in the past the Town of Errol was supplementing part of the tuition but no longer wish to do so. The tuition has gradually increased over the past few years and the tuition is now at 100%. Currently only one student from Millsfield is attending the Errol School and as of this date there will be no students from the Unincorporated Places attending the Errol School next school year. The tuition rate for the 2014-15 school year will be \$25,483.81. Mr. Bousquet urged the Board to contact him with any questions in the future.
- c. Brendon Prusik, Coös County Forester: Mr. Prusik presented to the Board of Commissioners a Forest Management Plan Proposal for Coös County owned Properties. Historically, the county-owned land has been managed by the County Forester gratis. Mr. Prusik provided the following information:

Benefits of this proposal:

- Substantially increased productivity
- Outreach
- Enhance habitats
- Develop Recreation Opportunities that Attract Tourism and Enhance Residents' Well-being.

Components:

- Inventory
- Goals based on owner values and knowledge of inventory
- Activities to reach goals
- Property history
- Property description & maps.

Commissioner Brady inquired as to Mr. Prusik's availability to start this project. Mr. Prusik stated that he would be delighted to begin this project right away. It will take a while but substantial progress could be made in six months or possible completion. Commissioner Samson stated Grafton County has developed a similar program and has been beneficial to Grafton County. He would like the County to seriously consider this project. Commissioner Grenier stated he would like more information prior to making a decision. Commissioner Brady asked if an inventory of the County lands would be possible prior to making a decision.

Mr. Prusik suggested that the Board meet with him and discuss the County's goals and then he will proceed with the inventory. Commissioner Brady suggested that the Board meet with Mr. Prusik in a couple of months to discuss the goals. Mr. Prusik was asked to contact County Administrator Jennifer Fish to set up the meeting.

- d. Executive Councilor Raymond S. Burton expressed greetings on behalf of the Grafton County Commissioners. He stated that the Grafton County Farm has plenty of vegetables. He distributed handouts which described an overview of the Executive Council and the Grafton County Bulletin.

Councilor Burton's purpose in attending the meeting was that under NH law the Department of Transportation is required to put into play a two-year cycle on the Governor's Advisory Commission on Intermodal Transportation. The Councilors received the report and they must hold public hearings.

Councilor Burton reported that all big appointments are complete except for one on the Public Utilities Commission. There are nine circuit court judgeships open in the judicial branch; one Superior Court Justice opening on the seacoast and Councilor Burton anticipates another Superior Court opening in Grafton County.

Councilor Burton added that he will be meeting with the Commissioner of Revenue. He plans to provide a copy of an article regarding the Coös County Wind Park. He also added that Coös County has the correct political stars working on the legislation pertaining to the wind park.

Grafton County will be hosting the NHAC Convention in October at the Mountain View Grand.

- e. Rick Alpers and Sandy Burroughs, Primex³: Mr. Alpers stated that the purpose of the meeting was per the request of the County Commissioners to discuss the CAP Program for Workers' Comp. He reported that staff have become extremely engaged in risk management programs over the past few years. He explained that the CAP Program is a three-year commitment to the workers' comp program. Two years ago the County was ineligible due to claims and now two years later the County is now eligible due to claim changes. It's a three year commitment and guarantees the rates with a ceiling of no more than 8 percent during that time.

Ms. Burroughs explained that the packet provided loss reports. The County is rated on a five year period. Losses have gotten better over the last two years. There is a nursing home roundtable where the group meets quarterly and discusses risk management issues. Ms. Burroughs continues to set benchmarks with each facility.

Commissioner Grenier stated that based on the reports provided, LNAs have significant claims and asked if greater focus should be placed in that area. Ms. Burroughs replied that during nursing home roundtable discussions focus is on LNA training and hiring. The benchmarks are specifically set for injuries to LNAs. Louise Belanger, NHA-Berlin, stated that claims may continue to increase because residents admitted to the nursing homes are older, require greater assistance and more physical activity. One suggestion to avoid increase in injuries would be to hire more staff. Ms. Burroughs added that there are heavier geriatric residents and residents with psychiatric issues. The benchmarks are continually discussed and both nursing homes are engaged in the process.

Commissioner Grenier was pleased and welcomed the new trend lines but added that the nursing homes need to continue with the process. He asked if other facilities have some kind of monetary rewards for groups of employees who succeed in decreasing the trend. Ms. Burroughs replied that the county nursing homes do not currently have anything in place. She urged that the County proceed cautiously. Incentives can be done but not necessarily in a monetary way. Mr. Alpers stated that the reward could be anything from an ice cream party to a personal/vacation day. Overall, Coös County is doing well county-wide.

Commissioner Brady stated that from January 2007 through December 2011 the total claims were \$1,454,873.21 and from December 2011 until September 3, 2013 the total claims are \$148,762.75. Commissioner Brady stated that one of the items discussed in decreasing slips, trips and falls was the installation of Wi-Fi in the nursing homes. Louise stated that the phones in the residents' rooms are now cordless but the Wi-Fi was not up and running. Commissioner Brady asked Jennifer about the status of the Wi-Fi system in the nursing homes. Jennifer replied that the Delegation did not act on the Wi-Fi appropriation at the budget meeting.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve and execute the Workers' Compensation Contribution Assurance Program (CAP) Agreement for the next three years (2014, 2015 and 2016) with a maximum rate increase of 8% and to allow the Chairman of the Board to sign on behalf of the Board. All approved 3-0. Commissioner Brady signed the CAP Agreement.

5. 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. The Governor and Council approved the CDBG grant for the weatherization of the Brookside Apartments in Berlin on September 4.
 - b. Attorney Frizzell submitted a report on the Wentworth Location Chapel Hill Road issue. In his legal opinion, the landowner, US Fish & Wildlife Service, does not have to maintain any right-of-ways or the bank of the Magalloway River. A copy of the report has been mailed to camp owner, Ray Cyr.
 - c. The County was recently notified of the new assessment values on County owned property in Stewartstown. The new total parcel value is \$4,946,993; the previous value was \$3,102,193. The difference is mostly due to the value of the nursing hospital/corrections facility increasing in value by \$1,871,900. The total parcel that includes the barn decreased from \$236,108 to \$209,008.
 - d. Jennifer was elected to the Board of Trustees for New Hampshire Interlocal Trust (NHIT) last month and attended her first board meeting. In its first year, the trust has been very successful and continues to enroll new members. Jennifer will be able to get a better understanding of how insurance rates are developed and she looks forward to working with the other Trustees from around the state and the staff at NHIT.
 - e. Jennifer presented a Request for Proposal to correct eave drainage on the barn for review.

Commissioner Grenier reported that he had toured the barn a few weeks ago. He is not in favor of spending taxpayer money on the barn until a decision is made by the Delegation in regards to the property. The area that needs repair is on the south side attached to the milking parlor covered with T-111 which was never part of the original barn structure. The north side of the barn has the clear-boarding finish and has extensive settling of the barn.

Commissioner Samson thanked Commissioner Grenier for visiting the barn. He read an excerpt from the report that was provided by the private committee, NH Agricultural Structures Committee that restores barns throughout the State. The report stated that the committee was impressed with the barn's size and condition. The barn shows deferred maintenance but is in good shape. Outside Corporal Dube and some inmates have made repairs to the north side of the barn. The area that needs to be repaired is due to neglect over the years. Regardless whether the County keeps the barn or sells the barn it needs to be maintained. The \$10,000 received from Agrimark can be used for maintenance as well as the \$5,000 budgeted in 2013 for the maintenance.

Commissioner Brady stated that he reviewed the RFP. The repairs suggested could be costly and questioned if the suggested repairs would correct the problem. The barn has been there for a long time and waiting until a decision has been made by the Delegation is not a problem. It will save taxpayer money. He asked Superintendent Hamelin if inmates would be able to dig the trench. Commissioner Brady stated that he would only support the repairs if the inmates were to dig the ditch. Superintendent Hamelin stated that if a plan is put together, inmate labor can do the work necessary. Commissioner Grenier stated he would support the repairs at a cost of \$1,000. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to work with Superintendent Hamelin and the outside inmates to dig the trench and lay the pipes for the repairs to the barn. All approved 3-0.

- f. Grafton County Farm has bulk produce available for purchase. There are red and white potatoes for \$15 per 50/lb. bag. There may be cucumbers and summer squash available by the bushel. Jennifer was asked to contact the local pantries to inquire about the current needs.
 - g. Jennifer granted permission to Ross Riley to build a tree stand on county land to use for hunting during Youth Weekend (October 26 and 27). Permission was also granted to Sid Smith to trap on county land in the Back Pond area.
 - h. Jennifer requested authorization to place an ad in the newspapers reminding people that they must ask permission in order to hunt, trap and cut firewood on County property. The Board authorized the request.
6. 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:

| | |
|-------------------------------|-----------|
| TOTAL IN FACILITY | 40 |
| HOUSE OF CORRECTIONS | 22 |
| PRETRIAL | 18 |
| NH STATE PRISON INMATES | 2 |
| OTHER COUNTY INMATES | 2 |
| ELECTRONIC MONITORING PROGRAM | 0 |

| | |
|---|--|
| WORK RELEASE PROGRAM | 0 |
| HELD AT OTHER FACILITIES | 14 |
| HOC= HOUSE OF CORRECTIONS PT= PRETRIAL | BELKNAP DOC: 1 HOC MALE GRAFTON DOC: 1 HOC MALE, 2 HOC FEMALE, 2 PT FEMALE HILLSBOROUGH DOC: 1 HOC FEMALE NHSP: 1 HOC MALE, 6 PT FEMALE |
| AVERAGE DAILY POPULATION AUGUST | 35 |
| MALE DAYS SERVED IN FACILITY AUGUST | 1,086 |
| FEMALE DAYS SERVED AUGUST | 154 (12 females) |
| TOTAL INMATES ADMITTED AUGUST | 34 |
| TOTAL INMATES RELEASED AUGUST | 32 |

- a. Officer Garrett Rella successfully completed the 8-week Field Training Program on August 21. He has been assigned to work a Third Shift position.
 - b. Officer Nick Goudreau began the 5-week NHAC Corrections Academy on August 19. This academy is being conducted at Merrimack County Department of Corrections. Graduation is scheduled for September 20.
 - c. On August 30, Corporal Ben Champagne, the department's Training Coordinator, successfully completed a week long Foundation Skills for Trainers course held at the Primex facility in Concord. This course was provided by the National Institute of Corrections by request of the Executive Director of NHAC to further enhance the training academy's ability to provide effective instruction to county corrections officers.
 - d. Construction of the secure visiting area is slated to begin on September 9. Materials and equipment are being delivered and final preparations by the maintenance department have been completed. Inmate visitation hours might be temporarily adjusted or, in the worst case scenario, cancelled depending on how well the project goes. Video visitation is on site now, which will help facilitate visits which may be affected.
 - e. Jason Ellis of DHHS Division for Children, Youth and Families conducted a site visit on August 8 to ensure compliance with the *Core Requirements of the Juvenile Justice and Delinquency Prevention Act of 2002*. It was found that the Department of Corrections is once again in full compliance for the previous year by not admitting anyone under 17, and anyone under 18 for violation level offenses.
7. 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 73. The occupancy for the month of August was 81.3%. In August, there were two (2) admissions and three (3) deaths. There are three potential admissions and a planned discharge. Of the 73 residents, twelve (12) are Private Pay and eight (8) residents are Vermont Medicaid. The totals for 2013: *sixteen (16) admissions, four (4) discharges and eighteen (18) deaths*.
 - b. Survey: The Nursing Hospital's survey window opened May 28. Sullivan County was surveyed the week of August 27.

- c. Lancaster Fair: Eleven residents submitted arts/crafts projects to the fair this year and brought home several awards including a group merit award and a total of over \$100 in prize money.
- d. Disaster Drill: On August 20, the facility held a disaster drill. The scenario involved a gas leak in the laundry area. Staff performed well and the residents accepted it all with good humor.
- e. Nursing Hours at the Department of Corrections:

| 2012 | MINUTES | Hours | 2013 | Minutes | Hours |
|----------|---------|-------|----------|---------|-------|
| January | 2,206 | 37 | January | 267 | 4 |
| February | 2,168 | 36 | February | 534 | 9 |
| March | 2,801 | 47 | March | 632 | 11 |
| April | 2,454 | 41 | April | 846 | 14 |
| May | 2,180 | 36 | May | 670 | 11 |
| June | 2,811 | 47 | June | 361 | 6 |
| July | 988 | 16 | July | 383 | 6 |
| August | 864 | 14 | August | 388 | 6 |

- f. Laura had an issue for non-public, Section 91-A:3 II (a).
- g. Laura presented one bid for snow removal at the Coös County complex in W. Stewartstown. The sealed bid was received from Belknap Septic LLC with the following breakdown:

| | |
|--------------------------|---------------|
| plow per hour | \$60 |
| sand per trip (3 yards) | \$75 |
| pale loader snow removal | \$85 per hour |

A motion was made by Commissioner Samson, seconded by Commissioner Grenier to accept the bid from Belknap Septic, LLC. All approved 3-0.

- h. The Board signed the Nursing Hospital's Safety Manual update page.
8. 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 96; 14 residents were private pay and 1 resident was Medicaid pending. The average daily census for August was 96; there was 1 admission in August and 2 deaths. The year to date average daily census was 97.6; year to date admissions 14 and deaths 14.
 - b. Survey: The Nursing Home's survey window opened on July 31.
 - c. Annual Family Picnic: The annual family picnic was held on Friday, August 16. This year's theme was "Baseball". A total of 222 people (residents, family and staff) attended the picnic. The weather was perfect and the entertainment was enjoyed by all.

- d. Front Entrance: Jay Poulin, Project Engineer from H.E. Bergeron Engineers visited the facility on August 26 regarding the front entrance specifications for the upcoming bid process. The timing for the request of bids will be important. Contractors usually have a 90 day hold on project costs. It was suggested that the requests for bids go out in December or January with a return date in February. After the review of the bids by the Commissioners, a decision can be made and the additional funding may be added to the 2014 Budget prior to the March Delegation meeting. The Bid process will also encompass the development of a temporary entrance for visitors during the construction. The sunroom entrance will be utilized as the temporary entrance; ramps will be installed from the parking lot to the door.
- e. Fuel and Electricity usage: A significant decrease in fuel usage was noted in August; the decrease was a result of a planned change from heat sanitization in the Dietary Department to a chemical sanitization process. The process also lowered the facility's electricity usage considerably. The electrical cost has decreased this past year due to the cost of KWH from the current supplier. Department Heads also have been reviewing with staff how to monitor the use of electricity throughout the home, ensuring that TV's, radios, fans and lights are turned off when residents are not in their rooms; several motion light sensors have been added to staff areas.

At the meeting, Louise reported that the fuel usage in July was 1,150 gallons and in August 550 gallons.

- 9. 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. On 9/9/2013, Carrie transferred \$1,500,000 from the TAN account to the Northway General Fund. To date, \$3,250,350 has been drawn from the TAN account.
 - b. The transfer of the investment accounts from NHPDIP to Passumpsic Bank's CDARS program was a cost-effective change. The interest earned was more in the late June/July period with the CDARS than the interest earned in the January - mid-June for NHPDIP.
 - c. Carrie submitted May and June Hours & Expenses for Stone Garden and received a payment on 9/5/2013 for \$8,844.83.
 - d. Carrie presented a proposal to refinance the 2007 loan for the addition at the Coös County Nursing Hospital from Passumpsic Savings Bank. The Board reviewed the proposal and Loan Amortization Schedules:

| | | | |
|------------|-----------|-------|-------------------------------|
| Option #1: | 36 months | 1.55% | approximate payment \$165,975 |
| Option #2: | 60 months | 1.87% | approximate payment \$101,865 |

Carrie estimated an estimated cost savings in interest of \$11,498.12 for Option #2.

County Treasurer Fred King stated that the proposal reduced the interest by 2% and it made sense to refinance. He recommended the refinance on the remaining balance of \$385,738; the remaining amount after the December 2013 payment. He added Northway Bank cannot compete with the rate presented.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to allow the County Treasurer to proceed with the refinance of the bond debt from the 2007 capital improvements to the Nursing Hospital at 1.87% for a period of five years with Passumpsic Savings Bank. The estimated cost savings on the note will be \$11,498.12. All approved 3-0.

- e. Carrie has worked on a Request for Proposal for Auditing services for fiscal years 2013, 2014 and 2015. She anticipates having sealed bids available for the October Commissioners' Meeting.
- f. Carrie presented a request for a change in policy at the Coös County Nursing Hospital pertaining to the rounding of the time clock. The West Stewartstown Nursing Home would like to make a change that would coincide with the Berlin Nursing Home time clock rounding procedure. This policy has not been formally adopted in the employee handbook. It was discussed at a Commissioners' meeting on July 27, 2005 but not acted upon.

Carrie explained that currently the Nursing Hospital employees are paid by the minute after seven minutes past the hour. For example, if an employee works to 3:08 p.m., the employee is paid for an additional eight minutes. If the employee works within seven minutes of the hour, the employee is paid to the hour only.

Carrie proposed changing the rounding to the quarter hour for all employees including nurses. With the rounding to the quarter hour, the above example would mean that an employee's time would round to 3:15 but an employee working until 3:05 would be paid until 3:00.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the rounding of the time clock request. All approved 3-0.

10. Other Business:

- a. County Website Follow-Up: Jennifer reported that the IT Department's recommendation was Virtual Towns and Schools. The recommendation was based on the package and not the price. Jennifer agreed that Virtual Towns and Schools was the best decision for the County. The cost will be \$6,000 to design the website and training. The annual support and hosting of the website will be \$2,400 per year.

Commissioner Brady noted the startup cost will be \$8,400 for this year and \$2,400 going forward. The company will also provide free redesign every three years. Commissioner Grenier asked how many people may have access to the website in regards to the updating of the website. Jennifer replied five people. Jennifer added that the creation and building of the website will be a three month cycle. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to award the web design to Virtual Towns and Schools with a cost of \$6,000 to design the website and training and annual support of \$2,400 per year. All approved 3-0.

- b. Superintendent Hamelin stated that at a previous Commissioners' meeting a discussion was held regarding the Department of Corrections obtaining the Sheriff's cruiser once the new cruiser was purchased. Sheriff Marcou stated that the car has 160,000 miles and needs some work. He will have some of the repairs done. Superintendent Hamelin will park the car next

to the Department of Corrections. Commissioner Grenier stated that the car needed to be lettered or have the County seal. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to allow the exchange of the cruiser from the Sheriff's Department to the Department of Corrections. All approved 3-0.

11. Unincorporated Places:

- a. Current Use Applications: Linda Harris presented the following current use updates to the Board of Commissioners:

- Atkinson & Gilmanton Academy Grant - Trustees of Dartmouth College
Stewardship Update;
- Second College Grant - Trustees of Dartmouth College Stewardship Update;
- Cambridge - Town of Errol Transfer of Ownership.

- b. Property Assessment Reports: Linda Harris reported that she has received several phone calls from individuals requesting copies of reports and/or property cards via email. She questioned if a fee should be involved when these requests are made. She does not charge property owners for copies of their tax cards. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to charge \$50 per BMSI report and \$5 per tax card for a non-property owner. Payment must be made prior to the reports being released. All approved 3-0

- c. Building Permits: Commissioner Brady questioned if the Board of Commissioners should be approving the building permits instead of Chairman John Scarinza. Jennifer explained that Mr. Scarinza reviews and approves the building permit applications and she, as Planning Board Clerk, signs the permit. Commissioner Brady asked that the item be placed on the October agenda for discussion. In his opinion, the Commissioners should be approving the building permits. Commissioner Grenier asked how the Board will know if the applications meet the requirements (Shoreland protection and the setback requirements)? There is a lot to building permits particularly near bodies of water. Representative Rideout stated that someone, who is familiar with building permits, is needed to streamline the projects. Sheriff Marcou stated that Mr. Scarinza is quite knowledgeable of building construction. He is the code enforcement officer in Gorham and does it correctly. Commissioner Brady stated he does not disagree that Mr. Scarinza should not review the applications; however the Commissioners should make the final decision. Representative Rideout stated that in Lancaster the Selectmen review the applications but the Zoning Board has the signing authority.

- d. Wind Park Appraisal: Jennifer asked if the Board still wanted to have the wind park appraised. Commissioner Grenier stated that the wind park property needs to be appraised if the County is to have a credible legal argument to protect the citizens of Dixville and Millsfield. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to engage the services of GES for the appraisal of the wind park. Commissioner Brady stated that based on the County's policy the proposal should go out for bid. Commissioners Samson and Grenier withdrew their motion.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to obtain Requests for Proposal (RFP) for the cost of an appraisal of the wind park with an October 2 deadline. All approved 3-0.

- e. Chapel Hill Road, Wentworth Location: Jennifer reported that she had received Attorney Frizzell's report in regards to property owned by the US Fish & Wildlife Services in Wentworth Location. Attorney Frizzell's legal opinion is that there is no references in any applicable deeds that were reviewed that create an affirmative legal obligation on the part of the landowner (the USFWS) to maintain any right of ways or bank of the Magalloway River. Jennifer forwarded a copy of the report to Mr. Cyr. He has asked that the Commissioners continue with further legal research. Commissioner Grenier stated that it is a right of way and private road. It is an issue between the landowner, the USFWS, and private land owners. A viable solution needs to be found; doing nothing is not a viable solution. Chuck Henderson stated that the USFWS is short on funds and protecting the road is not a top priority. Commissioner Brady stated that the money is not appropriated correctly. There is no issue in acquiring land but it is an issue to maintain a road. It's a matter of where they want to spend their money. Mike Scala stated the money to purchase land comes from a different source and must be used to purchase land. Road repairs are not their goal but the USFWS is willing to work with the County and find a solution.

Commissioner Samson stated that he has been to Chapel Hill Road with an individual who is familiar with road repairs. The road and the riverbank were measured. The individual indicated that the project could be done at a cost of \$50,000 over a one year period. Commissioner Grenier stated that the money would need to come from the Wentworth Location budget and after the phone calls received last year in regards to the tax rate. It may be difficult to do. Mr. Henderson's personal opinion was that if the bank can be ripped and acceptable by DES standards for \$50,000 the residents of the road should pony up the expense.

Representative Rideout stated that it is unacceptable that the federal government acquires land but does not set funds aside for road repairs. Representative Richardson stated it is a decision to be made between the property owners and the USFWS. He advised that the County stay out of it.

Commissioner Grenier suggested a meeting between the camp owners and Commissioner Samson's associate. Commissioner Brady asked that Jennifer set up the meeting and advise the Delegation and Congressional Delegation. Commissioner Grenier asked for a copy of Wentworth Location budget. Commissioner Brady stated that Paul Casey has invited the Commissioners and Delegation for a tour of the USFWS. He asked that Jennifer verify if that is still possible.

- f. Planning Board Alternate: Commissioner Brady stated that there is still a Planning Board Alternate seat open. He suggested that the Board discuss the issue further prior to making a decision. He asked that if anyone is interested on being considered for the vacant seat on the Planning Board to contact the Commissioners.

12. Other Public Input:

- a. Edith Tucker asked if the funds for the wind park appraisal will come from the Dixville and Millsfield budgets. Commissioner Grenier replied yes.

- b. Dave Enos, Pittsburg, asked if the Planning Board agendas and minutes could be posted on the website as well as reports referred to at the meeting.
13. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3 II (a) at 12:20 p.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-public session at 12:55 p.m. All approved 3-0.

Commissioner Brady stated he wanted to begin a new practice as Chair of the Board. Prior to next meeting, the Board will tour the nursing homes and visit with staff and residents. The meeting will now begin at 9:30 a.m.

The next regular monthly meeting will be held Wednesday, October 9, 2013, at 9:30 a.m. at the Coös County Nursing Hospital in W. Stewartstown.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 12:55 p.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk