

Coös County Commissioners  
Regular Meeting  
Coös County Nursing Home - Berlin, NH  
December 19, 2012

Present: Commissioners Paul Grenier and Tom Brady; County Administrator Suzanne L. Collins; County Administrator Jennifer Fish; Nursing Hospital Administrator Laura Mills; Superintendent Craig Hamelin; Nursing Home Administrator Louise Belanger; Administrative Assistant Linda Harris; Sheriff Gerry Marcou; County Treasurer Fred King; US Fish & Wildlife Service Refuge Manager Paul Casey; Commissioner-Elect Rick Samson; Deputy Tobey Reichert; Officer in Charge Paul Kuhn, U.S. Border Patrol; Max Makaitis, Tri-County CAP; Michael Craig and members of the press.

Commissioner Grenier opened the meeting at 9:10 a.m. He announced that Chairman Bing Judd was unable to attend the meeting due to illness.

1. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to approve the minutes of the November 14, 2012 meeting. All approved 2-0.
2. The Board reviewed the Payrolls and Disbursements for the month of November 2012. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to approve the Payrolls and Disbursements for the month of November 2012. All approved 2-0.

County Treasurer Fred King noted that he had reviewed the RSA pertaining to the duties of the treasurer. Currently the agenda as written has the Board of Commissioners approving payrolls and disbursements paid in the prior month. He suggested that the following be added to future motions: *the Treasurer is authorized during the month of (current month) to meet all payroll obligations and pay all other obligations due during the month.* The Commissioners agreed. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to authorize the Treasurer during the month of December to meet all payroll obligations and pay all other obligations due during the month. All approved 2-0.

3. Hearing of the Public:

- a. County Treasurer Fred King reported that North Country Council (NCC) received six proposals in regards to the Economic Impact Study. The proposals are from good, well experienced organizations for this type of study. NCC is aware that nothing can take place until the County's budget is approved in March. Mr. King requested authorization to seek additional outside funding through the state's Congressional delegation. He added that the US Fish & Wildlife Service wants to participate in choosing the firm. There will be no partners and the goal is to have an impartial study. The Refuge will be a big part of the study and the officials will have an opportunity to meet with the study team. If anyone is interested in looking at the proposals, they are located at the Commissioners' office in West Stewartstown. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to direct the County Treasurer to pursue additional funding for the economic impact study. All approved 2-0.
- b. Max Makaitis, Tri-County CAP: Mr. Makaitis stated that he was requesting the same funding of \$15,000 in the 2013 budget as he did in 2012 to assist in the funding of his position at Tri-County CAP.

Commissioner Grenier asked for an update on the Notre Dame project. Mr. Makaitis replied that he was advised by legal counsel not to discuss any Tri-Cap projects. The Board should direct

any questions to CDFA. Due to Tri-CAP's current legal issues, County Treasurer Fred King recommended that the County let these issues work through the system. Commissioner Grenier stated that the items relating to the Notre Dame project listed on the agenda would be tabled until the legal issues are settled.

Mr. Michael Craig of Whitefield stated that if Tri-CAP misappropriated funds the Commissioners should be involved somehow. Commissioner Grenier replied that this was not a County issue. A trustee has been appointed to oversee Tri-CAP and its legal issues.

- c. US Fish & Wildlife Service Refuge Manager Paul Casey provided an update on the land easement transfer with the State of New Hampshire. The documents were forwarded to the State's legal counsel on Tuesday. It has been a slow process but it is moving forward.
  - d. Tobey Reichert, Deputy Sheriff, presented information to the Board with research that he had gathered on deputy wages from the other nine counties in the State. When comparing the wages Coös County has been falling behind over the years. Mr. Reichert stated that he has been with the County for 10 years and his current wage is where other counties start its deputies without experience. The Board thanked him for the information.
4. 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 County has been offered the opportunity to participate in the Local Government Center's Compass Smart Shopper Program. The program is aimed to reduce medical claim costs by offering incentives to covered employees to "shop around" for certain medical services such as MRIs, mammograms, colonoscopies, etc. If the covered employee elects to use a cost effective provider they will receive an incentive check. There is no cost to the County or to the employee for signing up. The program is strictly voluntary so employees do not have to participate. Jennifer requested Board approval for Coös County and its employees to participate in the Compass Smart Shopper Program.

Commissioner Brady asked what the amount of the incentive payment would be. Jennifer replied anywhere between \$50 - \$200; the amount depends on the procedure. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to approve the participation of Coös County and its employees in the Compass Smart Shopper Program. All approved 2-0.

- b. The County taxes were due from the towns/City on December 17. Tax payments were not received from the towns of Whitefield, Randolph and Dalton. An interest penalty will be assessed to these three towns.

Jennifer reported at the meeting that she had been notified by the Town of Dalton asking if they could pay half of their county tax this week and the second half next week. Commissioner Grenier stated that he did not want any penalty assessed for being a day late. He asked that Jennifer notify the towns that have not paid that the County will accept payment by December 31 with no assessed penalty. The Board will make a decision at its January 2, 2013 meeting on outstanding balances and assessing penalties. Mr. King asked Jennifer if the County had enough funds to meet its expenses and she replied yes.

- c. Information was provided by some Delegation members at the Public Hearing that there was a hole in the barn roof. A complete walk through was performed by the Outside Corporal Rick Dube and he reported that there are no holes in the barn roof.

- d. The County received two bids for the Administrator position for the Notre Dame Affordable Senior Housing CDBG Project. Donna Lane submitted her bid for \$14,350. Ms. Lane is an experienced CDBG Consultant, most recently she was the Grant Administrator for the CDBG Deanbrook project. The second bid was received from Patricia Garvin for \$15,000. Ms. Garvin is currently the Senior Economic Development Planner for the North Country Council, Inc.

Based on information provided earlier in the meeting, items pertaining to the Notre Dame Affordable Senior Housing CDBG Project were tabled until legal issues with Tri-CAP are clarified.

Commissioner Brady reminded everyone that bids should be opened by the Commissioners at the meeting. Sue replied that the bids were received via email.

- e. The Internal Revenue Service announced recently that the 2013 standard mileage rates will increase to 56.5 cents per mile for business miles driven. The County currently reimburses travel at 55 cents per mile. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to set the mileage rate for 2013 at .55 cents per mile. All approved 2-0.
- f. The appraisal on the County Administrator's house was conducted on December 11, 2012 by John Trumbull. The quote for the appraisal was \$700. Mr. Trumbull estimated that the appraisal report would be issued within two weeks.

The survey of the 5 acre lot was also completed. It was determined that the lot was actually less than 5 acres (surveyed at 3.59 acres). Therefore additional survey work will be needed for topo with delineation of wetlands (there is none) and identification of ledge (there is plenty). The additional cost for this would be \$500. Also, test pits will be required at a cost of \$300 and a State subdivision application will also be required. The cost for this is \$300. The total spent to date on the survey before this additional work is \$1,212.50.

- g. At the meeting, Jennifer presented to the Board a fund request from the Child Advocacy Program. A representative has offered to meet with the Board to discuss the request further. Commissioner Grenier stated that this request was received after the budget deadline. He asked if the County advertises for requests from the outside agencies. Sue replied that a letter is sent each year to the programs who currently obtain funding from the County. Commissioner Grenier asked that the agency be placed on the agenda of the January 9 meeting.

*Report of the Unincorporated Places:*

- a. The tax rates for the Unincorporated Places were set by Department of Revenue last week and the tax bills were mailed on December 14, 2012.
5. 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>46</b>
HOUSE OF CORRECTIONS	27
PRETRIAL	19
NH STATE PRISON INMATES	1
ELECTRONIC MONITORING PROGRAM	1
WORK RELEASE PROGRAM	0
OTHER COUNTY INMATES	2
HELD AT OTHER FACILITIES	12
HOC= HOUSE OF CORRECTIONS	GRAFTON DOC: 1 HOC MALE, 6 HOC FEMALE, 1 PT FEMALE STRAFFORD DOC: 1 HOC MALE

PT= PRETRIAL	SULLIVAN DOC: 1 HOC MALE NHSP: 1 HOC MALE, 1 PT MALE
AVERAGE DAILY POPULATION NOVEMBER	40
MALE DAYS SERVED IN FACILITY NOV.	1,191
FEMALE DAYS SERVED NOVEMBER	168 (13 females)
TOTAL INMATES BOOKED NOVEMBER	38

- a. Corporal Dana Prehemo submitted his resignation which was effective on November 30. Corporal Prehemo served 10 years with the Department and left his position to relocate to Wyoming with his family. Superintendent Hamelin thanked him for his many years of dedicated service and wished him and his family well.
- b. Congratulations were offered to Corporal Ben Champagne for being selected for the First Shift Corporal position which became vacant. Corporal Champagne has been assigned to Second Shift for the past 2 years and transitioned to First Shift on November 30.
- c. Congratulations were offered to Officer Richard Biron who has been promoted to Corporal. He has assumed the duties of Second Shift Corporal which was vacated upon Corporal Champagne's move to First Shift. Corporal Biron has been with the Department since 2003 and was most recently assigned as a Field Training Officer on Second Shift.
- d. The 28-hour evening nurse position, which was approved by the Commissioners, has been filled by an individual who has been working in a temporary position at the Nursing Hospital. Savannah Mundell, a Licensed Practical Nurse, is currently training for the position and will work on her own beginning December 25. Superintendent Hamelin is optimistic that this improvement to the Corrections Medical Department will also achieve its goal of keeping Nursing Hospital staff focused on resident care.
- e. A follow up discussion was requested regarding the proposed Intergovernmental Agreement to house federal detainees. This was tabled during the last Commissioner's Meeting for further review. The Limited Use Agreement, which was extended in August to allow for a contract to be finalized, expires on December 31.

Mr. King asked if there was any space at the new Border Patrol facility to hold inmates. Mr. Kuhn replied that the federal government cannot hold anyone at its facility over 12 hours.

Commissioner Grenier stated that his issue was with item #4 in the agreement relating to medical services. Mr. Kuhn replied that detainees are screened in-house medically prior to being brought to the DOC. A detainee will not be allowed to go to Coös if certain criteria are not met. The objective of holding the detainee's at the DOC is to give Strafford County a chance to pick up them up for transfer.

Sheriff Marcou reported that in the new agreement he will get \$28/hour as requested. His issue at the moment is manpower. He has asked that Strafford County continue with the transports until his department is able to provide this service. He also added that the Border Patrol has done a great job with providing backup to the local police departments.

Commissioner Grenier stated that he does not want to have to use the exit clause because of item #4. Mr. Kuhn stated that he will continue to work with Superintendent Hamelin to ensure that it does not happen. Commissioner Brady asked what the duration of the exit clause was and was told a 30 day notice.

A motion was made by Commissioner Brady, seconded by Commissioner Grenier to execute the Department of Justice/Coös County Intergovernmental Agreement which will be signed by Superintendent Hamelin. All approved 2-0.

- f. Commissioner Grenier asked for a report on the status of continuances and its effect on the Department of Corrections. Commissioner Brady also asked if the continuances are a result from having no Assistant County Attorney. He added that the County Attorney is doing a great job. Sheriff Marcou reminded everyone that the County Attorney only handles felony cases. Many of the issues are with the local police departments and the lack of judges in the court system. Mr. King added that there are several judge vacancies all over the State that have not been filled. The new Governor is planning a meeting to discuss this issue.

Commissioner Grenier suggested that the transfer of funds relating to the expert witness for the County Attorney be discussed at a short meeting on January 2, 2013.

- g. Sue requested authorization to sell firewood which the Outside Corporal collected from a fallen tree. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to sell the firewood. All approved 2-0.
- h. Superintendent Hamelin thanked Sue Collins on behalf of himself and the Department of Corrections for all of her help and assistance.
- i. The Board signed budget transfers:

To: Fuel	\$2,300	
From: Education & Conferences		\$2,300
To: Dental Services	\$1,025	
From: Education & Conferences		\$1,025

- 6. 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. The average census for November was 78; occupancy for November was 80.5%. In November there was one (1) admission, no (0) discharges and three (3) deaths. There have been two (2) admissions and one (1) discharge in December. One admission is scheduled for Wednesday and another for Thursday of this week. Of the 78 residents, twenty-two (22) are private pay and eight (8) residents are Vermont Medicaid. The totals for 2012: Forty (40) admissions, twelve (12) discharges and nineteen (19) deaths.
  - b. Medicaid Rate: On November 26, the Nursing Hospital received its proposed Medicaid rate for January 1, 2013. An increase from \$143.95 to \$144.41 is expected. Not much, but any increase is better than a decrease.
  - c. Nursing Home Compare 5-Star Ratings of Nursing Homes: Laura reported that on the most recent 5-Star rating report dated 12/3/12, Coös County Nursing Hospital continues to hold 5 Stars.

Both Commissioners congratulated the staff on the 5-star rating. Commissioner Brady stated that unless you have a loved one at one of the nursing homes one does not understand how the facilities work. The Commissioners are very proud of both facilities.

- d. Nursing Hospital Retirements: Lee Hibbard, who has been Director of Housekeeping and Laundry for 11 years will retire on December 21. Pete Marquis will also be retiring after over 30 years in the Laundry Department. Both will be missed. Lisa Young from the business office will be taking over as Director of Housekeeping and Laundry.
- e. Water Pipes: Last Tuesday, a water pipe let go over the kitchen doorway in the basement. The staff on duty pitched in and had the water cleaned up in no time. It was a big mess but it was great to see all departments working together as a team.
- f. Nursing Hours at Department of Corrections:

2011	MINUTES	Hours	2012	Minutes	Hours
January	3,907	65	January	2,206	37
February	4,035	67	February	2,168	36
March	3,930	66	March	2,801	47
April	4,427	74	April	2,454	41
May	4,280	71	May	2,180	36
June	4,446	74	June	2,811	47
July	4,529	75	July	988	16
August	4,307	72	August	864	14
September	4,358	73	September	1,126	19
October	4,086	68	October	1,101	18
November	1,750	29	November	1,026	17
December	1,711	29	December		

CCNH nurses covered two Thursday med passes, made two special trips over to the HOC to assess an individual inmate and one trip for a Correctional Officer for an extra 3.5 hours this month.

- g. Laura stated that she appreciated Sue's guidance since becoming Nursing Home Administrator. Sue has been a mentor, teacher and friend.
7. 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 99. 13 residents are Private Pay at this time and 2 are Medicaid pending. The average daily census for November was 99.4; year to date is 97.4. There was **1** admission in November and **1** death. Year to date deaths are 21 and the year to date admissions are 23.
  - b. Medicaid Rate Change: The Medicaid room rate set to begin on January 1 will be \$145.57, this is an increase of \$1.50 (was \$144.07).
  - c. On Wednesday, November 28, the facility hosted a Representative Payee workshop with Kenneth Baron, Public Affairs Specialist with the Social Security Administration office in Concord, NH. The workshop was well attended and covered topics dealing with direct deposit of resident Social Security checks and online reporting of distributions.
  - d. Boiler: The work on the boiler replacement should be started within the next two weeks.

- e. Laundry: On 11/16/12 an odor was noted coming from the wall behind the washing machines. The maintenance crew inspected the area and noted that the sheetrock was wet up to a height of 4 feet. Further investigation revealed a small hole in the tile grout located in the drain pit, water was leaking into the wall cavity when the washers emptied their rinse cycles into the pit. It appeared that the water had been leaking for a while; mold was noted on the sheetrock as it was being removed. The water damaged section of sheetrock removed measured 21 feet in length x 4 feet in height. The entire area was cleaned; anything with mold present or discolored was removed. Fans were placed in the room to help speed the drying time. The tiles in the drain pit were re-grouted to stop the leak. New sheetrock was hung and the sinks that were removed in order to remove the wet sheetrock were reattached. The total cost of the incident is estimated to be well under \$1,000.
- f. Disaster Exercise: On 11/20/12 a vertical evacuation exercise was completed. The exercise educated staff on methods of evacuating residents via stairwells. The Berlin Fire Department provided us with a life size manikin to use when training staff how to transport a resident in a wheelchair down stairwells. Nursing staff were also educated on the importance of coordinating which residents will be evacuated first to ensure a quick organized evacuation of a unit. The exercise was very enlightening and clearly would be a difficult endeavor should we ever have a vertical evacuation.
- g. Elevators: A follow up on the "Letter to the Editor" regarding the elevator doors that was published in the Berlin Daily Sun, Friday, November 16. The scheduled preventative maintenance on the elevators was completed 3 days prior to the reported incident; no issues were noted by Otis Elevator when performing the preventative maintenance. On November 21, Otis Elevator completed an inspection of the elevator doors checking the closing pressure and reversal mechanisms; this was done at the request of Bob Paveglio, State of New Hampshire Elevator Inspector. The closing pressure cannot be over 30 pounds; our highest reading was 18 pounds and our lowest reading was 12 pounds which are within normal ranges. The reversal mechanisms were also working accurately. No problems were noted with the elevator doors.
- h. Resident Council: The Council Members decided to share the profits from their Annual Food Basket Raffle with those in need in our community. Relatives, friends and staff filled the basket and IGA donated a gift certificate for a turkey. Resident Council members sold tickets and made \$604. \$302 was donated to the local food pantry.
- i. Clinical Career Training is currently using the Nursing Home as a clinical site for an LNA class, which is being held on the 3-11 shifts. The class is scheduled to graduate on January 3; Clinical Career Training is planning another LNA course in the near future. The Nursing Home currently has LNA open positions that the new graduates can apply for.
- j. Criminal Background Checks: When hiring an employee a Criminal Background Check must be completed. All potential hires must pay \$25 towards the background check. The Nursing Home has had several issues throughout the year with potential hires needing time to save the money; most of the potential hires do not have a job when they come to the facility. Recently, there were several applicants who refused to follow through with the Criminal Background Check because of the \$25 cost. When questioned regarding their decision, comments were made concerning the "disconnect that we have from the people in our communities". Louise asked that the Commissioners consider the removal of the \$25 charge or at least refund the money after the completion of the probationary period.

Commissioner Grenier stated that he would consider it fair to refund the \$25 after the probationary period but is not willing to waive the fee. Commissioner Brady asked for a dollar amount of the cost at the next meeting.

- k. Louise requested a Nonpublic Session per RSA 91-A:3 II (c).
  - l. Louise also took the opportunity to thank Sue for the education she has provided Louise over the last two years.
8. Report of the Finance Director Jennifer Fish. Jennifer included all items in the County Administrator's report.

Commissioner Grenier asked on the status of hiring a Finance Director. Jennifer replied that she is still working on applicants.

9. Other Business:

- a. 2013 Budget - Follow up to Public Hearing: Commissioner Grenier stated that the presentation went well. The total appropriations were less than last year and there were no questions that will force the Commissioners to take a second look at the appropriations. Mr. King congratulated the Administrator on the proposed surplus figure. Commissioner Grenier noted that the comment made from a member of the public that the surplus figure was too high was unfounded and off base. Commissioner Brady also stated that people do not understand that part of the surplus also comes from revenue not budgeted and is received during the year. Sue also added that the County received \$1.5 million in ProShare funds that was not planned on in 2012. Generally, the Delegation uses 100% of the surplus to offset the amount to be raised by taxes.

Edith Tucker reported that Groveton was experiencing difficulty with its cash flow as it had to pay the County tax as soon as property tax money was coming in. Commissioner Brady stated that the county tax paid by the towns is for the current year not the ensuing year. It is a State law.

- b. 2012 County Report Bids: Linda Harris presented to the Board the bids received for the publication of the 2012 Coös County Annual Report. Per the Board's previous request, bids were obtained for three different quantities. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to accept the bid of 2,000 copies for \$4,800. All approved 2-0.
- c. CDBG - Brookside Apartments - Request for Funding 2013: Jennifer received a request from Brookside Apartments in Berlin for capital improvements. Commissioner Grenier stated that the current \$500,000 is earmarked for the Town of Pittsburg. Brookside Apartments' request will be put in the queue. He asked that Jennifer contact Steve Ellis in Pittsburg to obtain a status update and send a letter to Norwich Corporation informing them that they were second in line. If the Town of Pittsburg does not use the CDBG appropriation, Norwich Corporation will be contacted.
- d. NHAC Representatives - 5 seats. Sue explained that she has resigned as an officer and five seats will need to be filled. Commissioner Grenier suggested that the Commissioners make a decision once the new county officials are sworn in. Currently the seats are filled by Commissioner Brady, Laura Mills and Louise Belanger. Fred King is an officer. Sue



suggested that Jennifer fill one of the seats. Jennifer will ask Tanya Batchelder at the Registry of Deeds or Superintendent Hamelin to see if they are interested. Commissioner Grenier stated that the Board will address this item at the January 2 meeting.

- e. Conservation District Follow-up: Jennifer asked if the Board had any questions on the information provided to the Board by the Conservation District.

10. Unincorporated Places:

- a. Approval of Pittsburg Firefighters' Association \$1,500 request: Jennifer stated that this appropriation was previously approved at a Commissioners' meeting however a written request has not been submitted. The Board asked that Jennifer contact the Association stating that the County needs an invoice to pay the request.
- b. Report of Unincorporated Places 2012 Property Taxes: Linda Harris provided to the Board a summary of the property taxes mailed on December 14, 2012. Property owners of five Unincorporated Places received property tax bills totaling \$206,976.
- c. Nash Stream Citizens Advisory Committee: Recommendations for Committee Member Appointment: Mr. King reported that he formally held this seat and resigned a year ago. He has since spoken with the Chair of the Committee and these meetings have poor attendance. The Board's recommendation should be sent to the State. Commissioner Grenier asked if Mr. King could provide him with further information on this committee. He will ask Mike Waddell if he would be interested in filling this seat.
- d. Errol Consolidated School Tuition: Sue reported that she received a letter from SAU 20 for the 2013-2014 school year. The tuition per student will be \$31,338 per year. There are currently two students from Millsfield attending the school - one in eighth grade and one in seventh grade. Sue recommended that the Board approve the continuation of the 2 students from Millsfield to Errol Consolidated School. The National Forest Reserve (NFR) funds pay for the tuition of these students. Commissioner Grenier stated that the Berlin agreement with Milan and Dummer goes back two years. Sue replied that the County was notified of the increase in tuition three years ago. A motion was made by Commissioner Brady, seconded by Commissioner Grenier to approve the tuition of \$31,338 per student for the school year. All approved 2-0. Per Commissioner Brady's request, Sue further explained the NFR funds for Commissioner-Elect Samson.
- e. Land Use Change Tax Warrants: Dixville, Millsfield, Success. Linda Harris presented land use change tax warrants for the Board's signature. The totals by Unincorporated Place were as follows:

Success:	\$ 3,950	Thomas & Scott Dillon
Dixville:	10,000	Verizon Wireless
	71,369	Granite Reliable Power, LLC
Millsfield:	262,825	Granite Reliable Power, LLC

The Board approved and signed all warrants.

- f. Abatement of Yield Taxes - Crawford's Purchase: Linda presented an abatement of yield taxes in Crawford's Purchase in the amount of \$11. The Board approved and signed the abatement request.

11. Any other public input:

- a. Sue Collins informed the Board that the individual from Boscawen who was awarded the 104 acre lot in Stewartstown by sealed bid has not fully paid yet. There is currently \$5,252 in escrow. According to Attorney Frizzell the individual is trying to sell a vehicle to pay for the land purchase. The Board may have to request new bids for the 104 acre lot in the future.

The Commissioners presented Sue Collins with a gift and thanked her for her years of service to Coös County. Commissioner Grenier stated that Sue is the perfect example of starting with an organization and growing into a higher position. Commissioner Grenier listed the several positions that she held during her years of employment. She has also watched the County change on how it operates over the years. No one is irreplaceable but Sue's shoes will be hard to fill. Sue stated that Coös County became her life. She has worked with super nice people. One cannot hold several hats without good support staff. She also added that consistency with members of the Board of Commissioners has helped tremendously. Commissioner Brady stated that Sue's guidance has made his job as Commissioner ten times easier. Fred King estimated that Sue saved the County over \$2 million in salary and benefit costs over the years by filling various positions. In preparation of her retirement the County has hired four people to replace her. Commissioner Grenier noted that the County faces challenges ahead with the retirement of Sue and Commissioner Judd and the changing of the guard. However, there is a new team in place that has the necessary leadership skills.

12. A motion was made by Commissioner Grenier, seconded by Commissioner Brady to enter into nonpublic session per RSA 91-A:2 I (b) and RSA 91-A:3 II (a) at 11:30 a.m. All approved 2-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to come out of nonpublic session at 12:30 p.m. All approved 2-0.

The Board of Commissioners will hold a brief Special Meeting on Wednesday, January 2, 2013 at the Coös County Courthouse following the swearing in of county officials. Commissioner Grenier stated that agenda will consist of election of officers, discussion of procedure of monthly meetings and discussion of the NHAC representatives.

The next regular monthly meeting will be held Wednesday, January 9, 2013 at 9:00 a.m. at the Coös County Nursing Hospital in West Stewartstown.

A motion was made by Commissioner Brady, seconded by Commissioner Grenier to adjourn the meeting at 12:30 p.m. All approved 2-0.

Respectfully submitted,

Thomas M. Brady, Clerk