

Coös County Commissioners
Special Meeting
Coös County Nursing Home - Berlin, NH
August 6, 2014

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Administrative Assistant Linda Harris; Sheriff Gerry Marcou; County Treasurer Fred King and a member of the press.

Commissioner Brady opened the Commissioners' meeting at 9:00 a.m. and welcomed everyone to the meeting. He asked everyone to rise for the Pledge of Allegiance.

1. Approval of the Agenda: A motion was made by Commissioner Samson, seconded by Commissioner Grenier to approve the agenda. All approved 3-0.
2. Approval of the Minutes of the July 23, 2014 meeting: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the July 23, 2014 meeting. All approved 3-0.
3. Hearing of the Public: There was no public comment.
4. Approval of Utility Bids: Carrie Klebe provided to the Board a letter from George E. Sansoucy, PE, LLC which outlined the firm's opinion on the electric bids. Bids were received from TransCanada, ENH Power, Nextera Energy, Choice Energy, Integrys and Constellation.

Mr. Sansoucy recommended TransCanada for a 36-month contract at a rate of 0.8810. He also offered to negotiate a new contract for Coös County. Ms. Klebe also reviewed the bids and suggested TransCanada or ENH Power as there were no ISO winter fees. Commissioner Samson preferred ENH Power. Commissioner Grenier stated that the hockey arena has a contract with ENH Power. There have been no issues with ENH. Commissioner Brady stated that the difference between a 2 year and 3 year contract was minimal. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to award the utility bid to ENH Power with a 24-month rate of .0890. All approved 3-0.

5. Other Business:
 - a. Discussion of the 2015 budget process: County Administrator Jennifer Fish noted that the preparation of the 2015 budget was forthcoming and asked the Board if changes in the process should be made.

In August, the application for financial assistance is mailed to the organizations listed under Special Appropriations. Jennifer asked if the Board would like to change the current process. Commissioner Grenier stated that if an organization is requesting funds from the County, the organization should attend a Commissioners' meeting and make a presentation explaining the request for public money. If an organization cannot make a presentation at a Commissioners' meeting, it should not be funded. Commissioner Brady suggested that applications be submitted to the County by October 1 and the organizations should attend the Commissioners' October meeting. Commissioner Samson requested that organizations who

received funding from Coös County in 2014 provide a summary on how the funds have been spent.

Commissioner Samson asked if the Board and Delegation could meet and discuss the budget prior to the budget submission. Commissioner Brady stated it is an election year and there will be new Delegation members. Commissioner Grenier explained that the legal process must be followed. He suggested a budget work session after the public hearing. The Delegation would be able to ask questions at that time. Commissioner Samson agreed with Commissioner Grenier's suggestion. Jennifer added that the new Delegation will be sworn in the first week of December. Jennifer noted that per the State Statute the budget must be mailed 10 days prior to the public hearing.

Edith Tucker, as a member of the public, suggested that since both nursing homes are below capacity, that two budgets should be prepared for the facilities: one budget at full capacity and one budget with low capacity.

County Treasurer King stated that the surplus at the end of the year reflects the low capacity as the money is not spent.

- b. Planning Board - Fred King: Mr. King requested a nonpublic session with the Board under RSA 91-A:3,II(c).
- c. 2013 Audit: Carrie Klebe presented to the Board a copy of the 2013 Governmental Funds Balance Sheet as prepared by the auditors. The figures were not final. She explained that the funds are now set up differently. The unassigned amount is negative but the County has the funds. When the sick leave fund was set up in the 1980's, it was set up as reserved funds. Jennifer explained that there was no formal vote to set aside these funds. Technically, the funds are not reserved. Jennifer asked that the Board vote to reclassify the funds to the unassigned funds. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to reclassify the sick leave fund in the amount of \$157,094.05. All approved 3-0.
- d. Budget Transfers: Carrie presented the following budget transfers for the Nursing Hospital and Nursing Home.

Nursing Home:

To: 02-05600-9300 Liability Insurance	\$300.00	
From: 02-05650-9300 Property Insurance		\$300.00

Nursing Hospital:

To: 01-05140-2300 Contract Nurses	\$17,000.00	
From: 01-05140-1700 Nursing Education		\$3,000.00
From: 01-05140-1500 Nursing Unemployment		\$14,000.00

The Board approved and signed the budget transfers.

- e. Jennifer reported that she had received a letter from Dennis Thompson indicating that he had paid for engineering costs for the Chapel Hill Road project that he did not bill the County in

the amount of \$5,631.07. The total project cost was \$88,000 and the amount budgeted was \$90,000. Jennifer asked the Board to consider paying the engineering costs.

Commissioner Samson stated that he had urged Mr. Thompson for the information. Commissioner Grenier stated that everyone was happy with the riverbank project. He asked that Mr. Thompson submit a letter stating the overage and any consideration the County could give in covering the overage would be appreciated. Jennifer will contact Mr. Thompson.

- f. Jennifer requested Commissioner Brady's signature on the CDBG contract for the Bartlett School. Commissioner Brady signed the contract.
- g. The Board signed a letter to Paul Casey, Wildlife Refuge, thanking him for the Refuge's assistance during the Chapel Hill Road riverbank project.

- 6. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3, II (c) at 9:41 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-public session at 10:12 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 10:12 a.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk