

Coös County Commissioners
Special Meeting
Coös County Courthouse - Lancaster, NH
January 3, 2017

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Superintendent Craig Hamelin; Nursing Hospital Administrator Laura Mills; Administrative Assistant Linda Harris; Sheriff Brian Valerino; Captain Keith Roberge; and County Treasurer Suzanne Collins.

1. Commissioner Brady opened the special meeting at 9:27 a.m. and welcomed everyone to the meeting. He asked everyone to rise for 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 written. All approved 3-0.

3. Election of Officers:

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to nominate Thomas Brady as Chair. The Board voted in the affirmative to accept the nomination of Thomas Brady as Chair.

A motion was made by Commissioner Brady, seconded by Commissioner Samson to nominate Paul Grenier as Vice Chair. The Board voted in the affirmative to accept the nomination of Paul Grenier as Vice Chair.

A motion was made by Commissioner Grenier, seconded by Commissioner Brady to nominate Rick Samson as Clerk. The Board voted in the affirmative to accept the nomination of Rick Samson as Clerk.

Chairman Brady asked the County Administrator Jennifer Fish to email each commissioner a copy of the Code of Ethics for County Commissioners which will be discussed at the January 10, 2017 meeting.

4. Approval of the Minutes of the December 7, 2016, meeting: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the December 7, 2016, regular meeting. All approved 3-0.

5. Other Business:

- a. Committee Assignments: Upon reviewing a list of Board assignments, Commissioner Samson stated that he did not want to continue on the Coös Economic Development Corporation Board. Commissioner Grenier replied that he would fill the position. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the following appointments:

45th Parallel EMS
Androscoggin Valley Regional Refuse Disposal District
Berlin Airport Authority
Colebrook Dispatch Committee

Jennifer Fish
Paul Grenier
Tom Brady
Jennifer Fish

Connecticut Lakes Headwaters Citizens Committee (RSA 12-A:9-b)
Coös County Planning Board
Coös Economic Development Board
Coös County Farm/Land Advisory Committee
Nash Stream Citizen's Advisory Committee
UNH Cooperative Extension County Advisory Council
North Country Scenic Byways Council

Rick Samson
Tom Brady
Paul Grenier
Rick Samson
Michael Waddell
Rick Samson
Jennifer Fish

Commissioner Grenier asked that the County Administrator verify with Fred King if he wished to continue serving on the North Country Council. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to appoint John Scarinza and Jennifer Fish to the North Country Council (RSA 36:46 III). All approved 3-0.

Commissioner Grenier asked if County Treasurer Sue Collins would be willing to serve on the NH Association of Counties Board to replace Superintendent Craig Hamelin. Sue accepted. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to appoint the following individuals to represent Coös County at the NHAC: Thomas Brady, Louise Belanger, Suzanne Collins, Jennifer Fish and Laura Mills. All approved 3-0.

- b. *Food Pantry Request/Colebrook Area Food Pantry:* Ms. Fish reported that a request had been received from the Area Churches Working Together (Colebrook Food Pantry) requesting \$5,000 to help supply food for needy individuals. A motion was made by Commissioner Grenier, seconded by Commissioner Samson (for discussion) to appropriate \$1,500 to the food pantry. Commissioner Samson asked about the previous year's request. Ms. Fish replied that in 2015, the County appropriated \$2,500. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to amend the motion to \$2,500. All approved 3-0. A motion was made by Commissioner Samson, seconded by Commissioner Grenier to appropriate \$2,500 to the Area Churches Working Together (Colebrook Food Pantry). All approved 3-0.
- c. *Utility Defense Fund Request/Town of Colebrook:* Ms. Fish reported that a request for reimbursement from the Utility Defense Fund had been received from the Town of Colebrook. The request totaled \$14,730.56 for the fiscal years 2015-2016. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to appropriate \$3,000 to the Town of Colebrook. All approved 3-0.

6. *Any Other Business:*

- a. County Treasurer Sue Collins stated that in accordance with RSA 41:29 VI, the Coös County Treasurer delegates deposit function authority to the Unincorporated Places Tax Collector and his/her deputy of the funds collected in that role. Ms. Collins presented the Board with a request to approve the delegation. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the County Treasurer's request to delegate deposit function authority to the Unincorporated Places Tax Collector Linda Harris and her deputy. All approved 3-0. Ms. Collins signed the document as did the Board of Commissioners.
- b. County Treasurer Sue Collins stated that per RSA 29:15, the county commissioners upon recommendation of the county treasurer shall appoint a deputy treasurer. Said deputy county treasurer shall serve only during the absence, disability or incapacity of the county treasurer to perform his duties and until a successor shall be qualified. Ms. Collins recommended Frederick

W. King as Deputy Treasurer. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve Frederick W. King as Deputy Treasurer per the County Treasurer's recommendation. All approved 3-0.

- c. County Treasurer Sue Collins informed the Board that a manifest from the Registry of Deeds will be included with the County manifests at monthly meetings for the Board's approval.
 - d. Ms. Collins also noted that as County Treasurer she would now have dual functions. She is paid \$15 per hour for transcribing minutes for the Planning Board as a contracted service. She asked that verification be obtained from the auditors that it was allowable. Commissioner Grenier replied that Ms. Collins will need to declare the information on the form provided by the state and by the auditors. Commissioner Samson suggested that Fred King sign the Planning Board checks. The Board agreed that the Commissioner Samson's suggestion was a good idea.
 - e. Laura Mills, NHA, requested that the Board consider using the county house for the traveling nurse to use in emergency situations or as a rental. Currently, the traveling nurse does not like driving in the snow. Commissioner Grenier was agreeable for emergency situations. Commissioner Grenier asked if the house would need to be ADA compliant. Commissioner Samson asked if the rate per hour would be reduced if housing were provided. Ms. Mills replied she would need to verify. Commissioner Brady asked if the liability insurance would cover the house for rental purposes. Ms. Fish noted that the County would need to pay property taxes if the building were a rental. Commissioner Brady also asked that the water be tested. The Board agreed to walk through the house, time permitting, January 6.
 - f. Commissioner Grenier distributed RSAs 28:1-b and 28:12 to be discussed at the monthly meeting on January 10.
7. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into nonpublic session per RSA 91-A:3 II (g) at 9:59 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of nonpublic session at 10:11 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to seal the minutes of the nonpublic session. All approved 3-0.

Ms. Fish noted that interviews for the Superintendent of Corrections will begin at 9:00 a.m. on Friday, January 6, in the Family Room at the Coös County Nursing Hospital. Interviews have been set one hour apart.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 10:15 a.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk