

A Checklist To Ensure Meetings Are Compliant
With The Right-to-Know Law During The State Of Emergency
Coös County Delegation - Quarterly Meeting
May 1, 2021

Chairman Th  berge read the following prior to the start of the meeting:

As Chair of the Co  s County Delegation, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

We are utilizing Zoom for this electronic meeting. All members of the Co  s County Delegation have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-558-8656 or by clicking on the following website address: www.zoom.us/join. Meeting ID # 835 2589 4813, passcode 072821.

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Co  s County Delegation at: www.cooscountynh.us.

If anybody has a problem, please call 603-331-5670 or email at: jennifer.fish@cooscountynh.us.

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let’s start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. The roll was called by the clerk, Representative Larry Laflamme. There were six members in attendance.

Representative Craig	present	Representative Laflamme	present
Representative Davis	present	Representative Merner	present
Representative Dostie	present	Representative Th��berge	present
Representative Hatch	9:13 a.m.	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	9:07 a.m.

Also present remotely: County Commissioners Tom Brady and Raymond Gorman; County Administrator Jennifer Fish; Director of Finance Carrie Klebe; Superintendent Ben Champagne; Nursing Home Administrator Lynn Beede; Nursing Hospital Administrator Laura Mills; Sheriff Brian Valerino; Captain Keith Roberge; and a member of the press.

1. Chairman Th  berge opened the Delegation meeting at 9:00 a.m.

2. The Pledge of Allegiance was led by Chairman Théberge.
3. *Review & Approval of the Minutes of the March 20, 2020, budget meeting, as distributed:* A motion was made by Representative Laflamme, seconded by Representative Merner to approve the minutes of the March 20, 2021, budget meeting. The motion was approved by roll call 7-0.

Representative Craig	yes	Representative Laflamme	yes
Representative Davis	yes	Representative Merner	yes
Representative Dostie	yes	Representative Théberge	yes
Representative Hatch	absent	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	yes

4. *Hearing of the Public:* There was no public comment.
5. *Review & Approval of the Financial Statements of Coös County and of the Unincorporated Places for the Period Ended March 31, 2021.* Chairman Théberge reviewed the Coös County financials. The total expenditures for the period ending March 31, 2021 were \$8,682,351 or 20.18% expended. There were no questions. The total revenues for the period ending March 31, 2021 were \$9,068,488 or 21.08%. A motion was made by Representative Davis, seconded by Representative Dostie to approve the Coös County first quarter expenditures and revenues. The motion was approved by roll call 8-0.

Representative Craig	yes	Representative Laflamme	yes
Representative Davis	yes	Representative Merner	yes
Representative Dostie	yes	Representative Théberge	yes
Representative Hatch	yes	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	yes

The Chair continued with the Unincorporated Places financials. The Unincorporated Places first quarter expenditures totaled \$157,967 or 9.86% expended. The Unincorporated Places first quarter revenues totaled \$502,414 or 31.37% received. A motion was made by Representative Hatch, seconded by Representative Merner to approve the Unincorporated Places first quarter expenditures and revenues. The motion was approved by roll call 8-0.

Representative Craig	yes	Representative Laflamme	yes
Representative Davis	yes	Representative Merner	yes
Representative Dostie	yes	Representative Théberge	yes
Representative Hatch	yes	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	yes

6. *Old Business:*
 - a. Status of broadband access and coverage in Coös County: County Administrator Jennifer Fish reported that the Coös County Broadband Committee meets once per month. At the last meeting, there was a presentation by Consolidated Communications. Ms. Fish also reported that a grant application was submitted to USDA for planning purposes.
 - b. Update on the county house renovations: County Administrator Jennifer Fish reported that the renovations were complete. The IT infrastructure is currently being worked on. Fire detection is

not required per NH fire code; however, the Board of Commissioners have requested a proposal for the installation of fire detection.

7. *New Business:*

- a. Approval of the National Forest Reserve Funds Distribution as recommended by the Board of Coös County Commissioners. The County Administrator stated that historically the National Forest Reserve Funds have been distributed first for the actual tuition for students in the Unincorporated Places. Currently, there is one student from Cambridge attending the Errol School District. Any remaining funds are distributed equally to the school districts in the county. A motion was made by Representative Tucker, seconded by Representative Hatch to approve the distribution of the National Forest Reserve Funds as recommended by the Board of Coös County Commissioners. The breakdown was as follows:

School District	Distribution
Berlin School District	\$7,038.29
Colebrook School District	\$7,038.29
Errol School District	\$25,989.99
Gorham School District	\$7,038.29
Milan School District	\$7,038.29
Northumberland School District	\$7,038.29
Pittsburg School District	\$7,038.29
Stark School District	\$7,038.29
Stewartstown School District	\$7,038.29
Stratford School District	\$7,038.29
White Mountain Regional School District	\$7,038.29
Total	\$96,372.89

The motion was approved by roll call 8-0.

Representative Craig	yes	Representative Laflamme	yes
Representative Davis	yes	Representative Merner	yes
Representative Dostie	yes	Representative Théberge	yes
Representative Hatch	yes	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	yes

8. *Subcommittee Reports:* Chairman Théberge provided census and staffing information on both nursing homes. Representative Merner reported that the next Planning Board meeting is scheduled for May 19 to discuss items pertaining to The Balsams. There were no other committee reports.

9. *Any Other Business:* Representative Tucker suggested that the members review the document that was previously emailed in regards to the real estate transfer tax for the month of April for all counties.

A motion was made by Representative Hatch, seconded by Representative Dostie to adjourn the meeting at 9:57 a.m. The motion passed by roll call 8-0.

Representative Craig	yes	Representative Laflamme	yes
Representative Davis	yes	Representative Merner	yes
Representative Dostie	yes	Representative Théberge	yes
Representative Hatch	yes	Representative Thompson	excused
Representative Kelley	absent	Representative Tucker	yes

Respectfully submitted,

Representative Larry Laflamme, Clerk