

## Sullivan County NH

**Type of meeting:** Board of Commissioners Special Meeting Minutes  
**Date/Time:** Monday, November 09, 2009; 4 PM  
**Place:** Remington Woodhull County Complex, 14 Main Street,  
Newport NH 03773, 1<sup>st</sup> Floor Commissioners Conf. Rm.

**Attendees:** Commissioner Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair (arrived later)*, and Ethel Jarvis – *Clerk*; Greg Chanis – *County Administrator*; Ross L. Cunningham – *DOC Superintendent*; and Sharon Callum (*minute taker*).

*There were no public attendees present.*

**4 PM** The Chair brought the meeting to order and all recited the *Pledge of Allegiance*.

### **Non Agenda Item                      Payroll / Human Resource Software Change to Unifund**

County Administrator, Mr. Greg Chanis, noted at the Boards 10/22/09 meeting, the Board approved financing of the new Payroll/HR software with an amount defined as \$52,000; they have discovered the transition from the old software to the new software cannot occur until April, which will result in expending more funds than anticipated, therefore the County Administrator was requesting an increase in amount. He noted financing would be done over a two-year period; Lake Sunapee Bank came in as the lowest bidder at 1.72%; and they will be spending \$12,000 – \$15,000 out of the FY09 budget.

**4:16 Motion: to amend the Sullivan County Commissioners vote of October 22, 2009 to reflect a maximum amount to be financed of \$65,000 for a period not to exceed two years for the purpose of purchasing software and hardware related to a new County payroll system. Motion by: Jarvis. Seconded by: Nelson. Discussion: Chanis confirmed this issue was reviewed by the Delegation as the data was received prior to the last Delegation meeting. Voice vote: All in favor.**

### **Non Agenda Item                      2009 NHAC Awards Received - Press Release**

The Board reviewed a draft press release pertaining to NHAC awards received by county citizens, at the recent NHAC Awards Banquet, as follows:

- 2009 NHAC Employee of the Year Award – Brad Bennett, County Master Electrician
- 2009 NHAC Legislator of Year Award – Senator Bob Odell

A couple corrections were made and the press release was approved for disbursement [Appendix A].

*4:20 Commissioner Nelson arrived.*

Agenda Item No. 1                      Community Corrections Center Bids

Mr. Chanis distributed a two-page document, titled: "*Analysis of Bids Community Corrections Center November 9, 2009*" [Appendix B.1-2], noting the bids were broken down into four (4) prime contract segments:

1. Building Prime Contract
2. Sprinkler Prime Contract
3. Mechanical Prime Contract
4. Electrical Prime Contract

Mr. Chanis noted the bids were listed lowest to highest (lowest on top, with highest listed last); the right hand column illustrates the variance from the lowest; and they are satisfied the low bidder in each category will perform the work to their expectations.

**4:28 Motion: to award the Building Prime Contract for the Sullivan County Community Corrections Center to All Seasons Construction Corporation and authorize the County Administrator to execute a contract with All Seasons Construction Corporation for the work with a maximum contract amount of Two Million Thirty Four Thousand and Nine Hundred Eighty Nine Dollars (\$2,034,989).**

**Made by: Jarvis. Seconded by: Nelson.**

**Discussion: All Seasons Construction Corp is out of Springfield Vermont. Mr. Chanis is working with them to find more cost savings on this part of the project.**

**Voice vote: All in favor.**

**4:29 Motion: to award the Sprinkler Prime Contract for the Sullivan County Community Corrections Center to Hampshire Fire Protection Company and authorize the County Administrator to execute a contract with Hampshire Fire Protection Company for the work with a maximum contract amount of Fifty Two Thousand Nine Hundred Dollars (\$52,900).**

**Made by: Jarvis. Seconded by: Nelson.**

**Discussion: Hampshire Fire Protection Company is out of Londonderry NH.**

**Voice vote: All in favor.**

**4:30 Motion: to award the Mechanical Prime Contract for the Sullivan County Community Corrections Center to KPMB Enterprises LLC and authorize the County Administrator to execute a contract with KPMB Enterprises LLC for the work with a maximum contract amount of Eight Hundred Three Thousand and Eight Hundred Fifty Six Dollars (\$803,856).**

**Made by: Jarvis. Seconded by: Nelson.**

**Discussion: KPMB Enterprises LLC is out of Bow NH.**

**Voice vote: All in favor.**

**4:31 Motion: to award the Electrical Prime Contract for the Sullivan County Community Corrections Center to Longchamps Electric and authorize the County Administrator to execute a contract with Longchamps Electric for the work with a maximum contract amount of Four Hundred Thousand and Four Hundred Forty Five Dollars (\$400,445).**

**Made by: Jarvis. Seconded by: Nelson.**

**Discussion: Longchamps Electric is out of Manchester NH.  
Voice vote: All in favor.**

Non Agenda Item                      County Contracts

Commissioner Jarvis requested copies of the Sheriff's Office contracts pertaining to police enforcement for towns of Lempster and Unity, as well as the contract regarding the Lempster vehicle the Sheriff's Office acquired. Ms. Callum confirmed she would attain these documents.

**Agenda Item No. 2.                      Executive Session Per RSA 91-A:3.II.a & c for a  
Personnel: County Administrator Performance  
Appraisal**

Due to lack of time, the Board tabled discussions and requested this matter be scheduled for 12:30 PM on 11/19/09 at the Unity Complex, with an Exit Interview to be conducted at 2 PM for another person, and the 2009 NHAC Awards Presentation to be scheduled at 3 PM, immediately followed by the regular business meeting.

**Adjournment**

**4:40 Motion: to adjourn the meeting.  
Made by: Nelson. Seconded by: Jarvis.  
Voice vote: All in favor.**

*Respectfully submitted,*



*Ethel Jarvis, Clerk  
Board of Commissioners*

EJ/s.j.c.

Date signed: 11-25-09



# SULLIVAN COUNTY

*Serving the communities of:*

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,  
Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

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**DATE:** November 10, 2009

**TO:** e-Ticker News of Claremont  
Exquisite Productions  
SunapeeNews.com  
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Sullivan County Towns & City  
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**FROM:** Greg Chanis, County Administrator  
Sullivan County NH

*GC, 11/10/09*

## PRESS RELEASE

Sullivan County NH is proud to announce New Hampshire Associates of Counties (NHAC) awards presented to two Sullivan County citizens. The awards were presented at the 2009 NHAC Annual Conference Awards Banquet, which took place at the Mt. Washington Resort in Bretton Woods NH October 26<sup>th</sup> evening.

**2009 NHAC County Employee of the Year Award** – The NHAC County Employee of the Year Award was presented to Bradley "Brad" Bennett. Hired as a journeyman electrician August 15, 2006 to take care of electrical issues for the Unity complex where the Department of Corrections facility and Sullivan County Health Care nursing home are located and the Newport County complex where the Administration and Records buildings are located. Within a year from hiring, he attained his Master Electricians license. It's not only his depth of knowledge or incredible skill in the electrical field that resulted in his peers and several supervisors nominating him, but, what truly sets him apart, is his unique personality, work ethics and enthusiasm. As Brad's supervisor, I've noticed not a day goes by that a vendor or County employee won't stop me and say "That Brad is a great guy." Or, more commonly "Can we figure out a way to clone Brad Bennett?" Brad shows up at work, early, every day, to get the job done and simply refuses no task. He seems as happy trouble shooting and repairing complex HVAC building control systems, as he is laying under a resident's bed at the Sullivan County Health Care facility, happily chatting with a resident while replacing an electrical cord, or helping the same resident reprogram their TV remote. He shirks no new endeavors, is on call 24/7, and even took on the task of delivering inter County mail from Unity to Newport on his way home to his wife and two

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daughters. Brad has gone "above and beyond the call of duty". With the addition of the DOC Upgrade project, Brad took on performing the tie in and prep work for the new security system, which included new cameras, intercoms and doors. He also set up the electrical for the training sessions for the users of the new system and ran CAT5 wiring for the new stations. Throughout this project, though Brad has the work load of an entire electrical crew, he managed to complete all assignments in a timely manner, while maintaining his regular work schedule - all while remaining aware of the importance of safety for all in his surroundings. Brad is a team player who sets an excellent example for all who work with him.

**2009 Legislator of the Year** – The 2009 NHAC Legislator of the Year award was awarded to Senator Bob Odell, of Lempster. Though Senator Odell was unable to attend the award banquet due to another commitment, we accepted the award for him with great pride and delight. Senator Odell was elected to the New Hampshire Senate in November 2002. Additionally, he served as a member of the New Hampshire House of Representative for one term. Senator Odell represents District 8, which includes *Acworth, Alstead, Charlestown, Claremont, Gilsum, Goshen, Langdon, Lempster, Marlow, New London, Newbury, Newport, Roxbury, Stoddard, Sullivan, Sunapee, Sutton, Unity, Walpole, Washington and Westmoreland*. Senator Odell Chairs Ways and Means committee and sits on both the Finance committee and the Energy, Environment and Economic Development committee. Senator Odell is a graduate of the American University and resides in Lempster NH. He is a hardworking public servant who puts the needs of his constituents on the top of his priority list. In a field where there are a lot of broken promises and dreams Senator Odell strives for completion and excellence regarding the quality of legislation. Senator Odell has been a true friend to "County Government." He was instrumental in the funding of MQIP and other pro-county bills. Some of the legislation that Senator Odell has sponsored is as follows: HB 337 - Relative to state funding of county correctional facilities; HB 436 - Relative to the acquisition of the Connecticut Valley Electric Company and electric utility restructuring; HB 663 - Relative to county and state funding of long-term care Medicaid programs; SB 158 - Adding a county commissioner member to the New Hampshire retirement system board of trustees; Regarding HB 663, Senator Odell did more than just talk about the issues. He went out and educated his constituents about the intricate concerns linked with operating a county nursing home. Senator Odell is inspirational and has earned the acknowledgment associated with award.

Footnote: The New Hampshire Association of Counties represents the interest of County Government in New Hampshire. The organization is a broad, statewide association, which includes the 30 elected County Commissioners as well as other elected county officials. In addition, the Association membership includes the professionals and staff who run County Government. The Association is organized around nine Affiliates that represent the various and wide-reaching services found in County Government in NH. For more information about the New Hampshire Association of Counties, visit their website at: [www.nhcounties.org](http://www.nhcounties.org)