

## Sullivan County NH

**Type of Meeting:** Board of Commissioners – Special Meeting –  
Registrar of Deeds Equipment Account Withdrawal  
Request & Any Other County Business - Public

**Date / Time:** January 27, 2006; 9:30 AM

**Place:** Newport - Remington Woodhull County Complex, 14  
Main Street. 1<sup>st</sup> Floor – Commissioners Conference  
Room.

**ATTENDEES:** Commissioners Donald S. Clarke – *Chair*, Ben C. Nelson – *Vice Chair*  
and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Sharron  
King – *Registrar of Deeds*; Sharon Johnson-Callum (minute taker).

**9:37 AM** Commissioner Clarke called the meeting to order.

### REGISTRAR OF DEEDS EQUIPMENT ACCOUNT WITHDRAWAL REQUEST

The County Manager noted the RSA's regarding the account was there for review. Sharon Johnson-Callum disbursed copies of Chapter 478:17-j "*Registrar of Deeds Equipment Account*" NH State RSA. He noted Ms. King came down Wednesday to discuss items that were needed that could be purchased from funds in that account. Those items include:

- Roll able shelving to store restored Registrar of Deeds volumes on.
- Laptop computer to replace outdated system in Registrar's office.

He noted the withdrawal of funds required the Board of Commissioners and Delegation approval.

Ms. King noted she was in the process of attaining firm estimates, but predicted the laptop would be no higher than \$1,500; and the shelving \$4,998. She noted Mr. Bodeur will be assisting her to find a good computer and software necessary; and they may purchase one with Commissioners Office that Johnson-Callum needs.

Ms. King noted the shelving would be delivered and installed by the company that restores the volumes.

**9:46** A motion was made by Commissioner Jarvis to approve a withdrawal of funds up to \$6,500 from the Registrar of Deeds Equipment Account. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Commissioner Nelson asked Ms. King what the balance was in the account. She noted it was at \$121,900.18. She noted funds represented surcharges on document recordings,

and per statutes, she has authorization to charge between 0 - \$2 for each document, until the fund reaches \$500,000.

9:48 *Sharron King left the room.*

**OTHER COUNTY BUSINESS:**

**NH STATE SURVEYORS**

Mr. Gil de Rubio noted the NH State surveyors were at the Sullivan County Health Care, so Mr. Marshall would not be attending the Delegation meeting today. The surveyors are performing their follow up to the Plan of Correction.

**GRAFTON COUNTY TRIP MONDAY JAN 30<sup>TH</sup> – DOC NEEDS ASSESSMENT CONVERSATIONAL MEETING WITH COOS, GRAFTON AND SULLIVAN COUNTIES.**

The Board confirmed the meeting in Grafton would be @ 1 p.m., and that Commissioner Nelson would drive all three and meet Superintendent Hagar at the Grafton County Administration Office.

**UNITY SELECT BOARD MEETING 7 P.M. JANUARY 30<sup>TH</sup>**

The County Manager noted he would attend the evening meeting.

**CONFIDENTIAL RESIDENT CARE ITEM**

Mr. Gil de Rubio confirmed a letter pertaining to confidential resident care item was received yesterday, addressed to the Board. At the request of the County Manager, the Sullivan County Health Care Administrator began a review and will follow up with Mr. Gil de Rubio. Mr. Gil de Rubio noted he contacted the letter writer to advise receipt of letter, that confidential marked copies were provided to the Board, the Administrator was beginning a review, and that they would be contacted in the near future as to the outcome.

**10:00 AM The meeting was adjourned by Commissioner Nelson. The motion was seconded by Commissioner Jarvis. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

*Respectfully submitted,*



*Ethel Jarvis, Clerk  
Board of Commissioners*

*EJ/s.j-c.*