

## Sullivan County NH

**Type of meeting:** Board of Commissioners Business Meeting Minutes

**Date/Time:** Tuesday, June 05, 2007; 3 PM

**Place:** Newport – Remington Woodhull County Complex  
14 Main Street, Commissioners Conference.

**Attendees:** Commissioners Ethel Jarvis – *Chair*, Bennie Nelson – *Vice Chair* and Jeffrey Barrette – *Clerk*; Ed Gil de Rubio – *County Manager*; Greg Chanis – *Facilities & Operations Director*; Sharon Johnson-Callum (minute taker).

**Other attendees:** Aaron Aldridge – *Eagle Times Staff Reporter*.

**3:13** The meeting was brought to order by Commissioner Chair, Ethel Jarvis.

### AGENDA ITEM NO. 1. MEETING MINUTES

#### AGENDA ITEM NO. 1.A. MAY 10, 2007 PUBLIC

**3:15** A motion was made, by Commissioner Barrette, to accept the minutes [May 10, 2007] as printed. Commissioner Nelson seconded the motion. A voice vote was taken. The motion carried, unanimously.

#### AGENDA ITEM NO. 1.B. MAY 10, 2007 EXECUTIVE SESSION MEETING MINUTES

Mr. Gil de Rubio confirmed he has no problems unsealing the minutes.

**3:14** A motion was made, by Commissioner Nelson, to accept and unseal the May 10, 2007 meeting minutes. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

#### AGENDA ITEM NO. 1.C. MAY 15, 2007 PUBLIC

Commissioner Jarvis noted two grammatical corrections: 1) page 7 “zagenda” should be “agenda” and 2) page 8 “tuff” should be “tough”. She also asked if Scott Wojtkiewicz spoke to ombudsman’s office? Mr. Gil de Rubio noted he did and will have him provide an update.

**3:16** A motion was made, by Commissioner Barrette, to accept the May 15<sup>th</sup> minutes as amended. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

#### AGENDA ITEM NO. 1.D. MAY 15, 2007 EXECUTIVE SESSION

Mr. Gil de Rubio recommended the May 15<sup>th</sup> Executive Session minutes to be kept closed.

**3:17 A motion was made, by Commissioner Nelson, to accept the minutes of May 15 [Executive Session 3:35 PM] and to release. There was no discussion. A voice vote was taken. The motion carried, with both Commissioner Barrette and Nelson in favor. Commissioner Jarvis did not vote.**

AGENDA ITEM NO. 1.E. MAY 25, 2007 SPECIAL MEETING

**3:18 A motion was made, by Commissioner Barrette, to accept and release the May 25 special meeting minutes. Commissioner Nelson seconded the motion. Discussion: Ms. Johnson-Callum pointed out this pertained to public minutes and it was unnecessary to say, "released". A voice vote was taken. The motion carried, unanimously.**

AGENDA ITEM NO. 1.F. MAY 25, 2007 DOC INTERVIEW - EXEC. SESSION

**3:19 A motion was made, by Commissioner Barrette, to accept and release the May 25, 2007 Executive Session minutes. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

AGENDA ITEM NO. 1.G. MAY 30, 2007 SPECIAL MEETING

Ms. Johnson-Callum noted the May 30, 2007 were not proofed and would be on the agenda for the next meeting.

*3:20 Sheriff Prozzo entered.*

**AGENDA ITEM NO. 2. FACILITIES & OPERATIONS**

AGENDA ITEM NO. 2.A. NEWPORT COMPLEX: BOILER BIDS

Mr. Chanis distributed copies of the bids disbursed previously at the 5/15/07 meeting. Mr. Chanis's views remain the same. Commissioner Barrette pointed out the issue was tabled per budgetary reasons. Mr. Gil de Rubio reminded them they did this until they heard from Jeff Graham. The group discussed the funding amount, wanting to wait longer for other revenues to come in, such as MQIP and ProShare, fund balances at end of year and borrowing status. The group may want to delay until the June 19<sup>th</sup> meeting.

*3:35 Aaron Aldridge entered the room.*

Mr. Chanis noted the bids were 60-day bids and over due. Mr. Gil de Rubio indicated he could speak with the vendors. Mr. Chanis is less concerned about the boiler system, than the electrical issue in Dietary. He noted his concerns regarding the boiler system pertained to its inefficient operating performance, overall wasting money. Mr. Gil de Rubio discussed the frequent visits for maintenance due to the poor performance operations. Mr. Chanis reiterated his recommendation was for this year to do the base bid and Alternate 2; \$24,739 plus our engineering costs already occurred, and contingency of 10%. Commissioner Barrette feels they should receive accurate projections by next meeting and is okay with holding a special meeting to take care of any year-end items. Commissioner Nelson concurred on waiting. Mr. Chanis

recommended, if choosing between the projects, he would rather they approve of the electrical and spoke of recent periods of power outages.

**3:40 A motion was made, by Commissioner Barrette, to table the boiler and electrical bids until their next meeting. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

Mr. Chanis reminded them, in order for the funds to be used from FY07, the auditors require the contract to be signed prior to the end of the year.

**AGENDA ITEM NO. 2.C. FY08 PROPOSED CAPITAL BUDGET**

Mr. Gil de Rubio noted this was taken care of at the last meeting.

**AGENDA ITEM NO. 3. SHERIFF'S OFFICE: HIGHWAY SAFETY GRANT UPDATE**

Sheriff Michael Prozzo he needed the Board's authorization to accept a \$483 Highway Safety grant the State is using to perform patrols for DWI on Labor Day weekend. There will be a big push in Sullivan County involving the area police departments. This is a 100% funded grant. The grant requires the Board's signature.

**3:50 A motion was made, by Commissioner Barrette, to authorize the Sheriff to accept the [NH State] Highway Safety grant. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

**SIDE NOTE – PANCAKE BREAKFAST: SHERIFF'S OFFICE PRESENTATION**

The Sheriff will have on display the four wheeler, trailer and a cruiser with new camera equipment at the Pancake Breakfast June 10<sup>th</sup> at the Sullivan County Health Care in Unity.

**AGENDA ITEM NO. 4 MATERIAL RECOVERY FACILITY**

Mr. Gil de Rubio noted the Claremont City Mayor, Scott Pope, invited him and Commissioner Barrette, to discuss the Material Recovery Facility (MRF) RFQ for a business plan and their request for \$4,000 from Claremont. He briefly discussed the amounts the County, Town of Newport, Antioch and City of Claremont would be pooling to do the plan. The Council meeting is planned for 6/13/07 at 6:30 PM. Commissioner Jarvis noted she would also attend.

**SIDE NOTE –MISSPELLED NAME**

Commissioner Jarvis noted to Mr. Aldridge he misspelled her name in a recent news article. He indicated he copied the spelling from the County website. Ms. Johnson-Callum confirmed she would check this out and get it update if so [note from minute taker: website was checked. No misspelling found.].

**AGENDA ITEM NO. 5. COUNTY MANAGERS REPORT**

**RESOLUTION: NH COUNTY JAILS, LOSS OF FEDERAL ENTITLEMENT BENEFITS**

Mr. Gil de Rubio discussed the recent request from the NHAC Commissioners Council for each County Board to adopt the “*Loss of Federal Entitlement Benefits NH County Jails Resolution*”. He discussed the *County News* article on several states lobbying Congress to change federal law whereby individuals charged with a crime lose their Medicare or Medicaid benefits eligibility in addition to other federal benefits such as Social Security - placing the burden of inmate medical costs upon the taxpayers; the County’s excellent relationship with Valley Regional and Dartmouth hospitals where the County pays just the Medicaid rate; and how medical issues are becoming more severe with inmates. Mr. Gil de Rubio read through the resolution as follows:

*“Loss of Federal Entitlement Benefits, New Hampshire County Jails, Resolution*

*WHEREAS, US Code of Federal Regulations, Title 42, Part 435.1009 states that federal financial participation (FFP) is not available in expenditures for services provided to individuals who are inmates of public institutions, and*

*WHEREAS, States being unable to assume the federal share of the providing medical services to FFP eligible persons being held in county jails tend to terminate or sometimes suspend eligibility, and*

*WHEREAS, this immediate cessation of benefits occurs prior to the issuance of formal charges or conviction, and*

*WHEREAS, counties must provide medical services to all person incarcerated in our county jails, and*

*WHEREAS, as a result of this regulation to immediately cease FFP for medical benefits, all costs of medical care must be borne solely by county taxpayers;*

*NOW THEREFORE BE IT RESOLVED that the Sullivan County Board of Commissioners request and strongly urges Congress to amend necessary federal regulations to allow federal financial participation for medical benefits to incarcerated individuals until convicted and sentenced to our House s of Correction.”*

**3:55 A motion was made, by Commissioner Nelson, to authorize the Chair to sign the resolution and send it. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

**SIDE NOTES – GOOD WORDS ABOUT SULLIVAN COUNTY HEALTH CARE**

Mr. Gil de Rubio noted he recently saw Tanya Wilkee, a teacher at Newport SRVRTC; who spoke of a recent tour her senior classes took with Heidi Smith, SCHC DON, of the Sullivan County Health Care facility. These were the students interested in the nursing field. During her conversation with Mr. Gil de Rubio she indicated she “can’t get over the change in the Sullivan County Health Care facility”, “the professionalism” and how “up to date” it looked. Ms. Wilkee is on the Board of Trustees for New London Hospital, and was “very surprised and elated about the entire facility”. Mr. Gil de Rubio noted the New London Board will be visiting the facility 6/13/07 and that Ms. Wilkee also volunteers on the Greater Sullivan County All Health Hazard Committee.

SIDE NOTE – SULLIVAN COUNTY HEALTH CARE: STATE SURVEYORS

Mr. Gil de Rubio noted the NH State surveyors returned today to the Sullivan County Health Care facility for a couple hours and indicated they are happy with what they saw and have no concerns.

**AGENDA ITEM NO. 6 NH STATE AHR \$75,000 GRANT AGREEMENT & CERTIFICATE OF VOTE**

Mr. Gil de Rubio pointed out this NH State \$75,000 grant was for the regional all health hazard group. They anticipate funds to be received in September 2007.

*"I, Jeff Barrette of The County of NH do hereby certify that:*

- 1. I am the duly elected Commissioner Clerk of the County of Sullivan NH*
- 2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Directors of the corporation duly held on June 5, 2007*

*RESOLVED: That this corporation enters into a contract with the State of New Hampshire, acting through its Department of Health and Human Services, Division of Public Health Services.*

*RESOLVED: That the County Manager is hereby authorized on behalf of this corporation to enter into said contract with the State and to execute any and all documents, agreements, and other instruments; and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable, or appropriate. Ed Gil de Rubio is the duly appointed County Manager of the corporation.*

- 3. The foregoing resolutions have not been amended or revoked and remain in full force and effect as of June 5, 2007*

*IN WITNESS WHEREOF, I have hereunto set my hand as the Clerk of the corporation this 5th day of June 2007."*

**4:01 A motion was made, by Commissioner Nelson, to authorize the County Manager as authorized agent to sign the agreement; and, the Clerk to sign the Certificate of Vote. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

Commissioner Barrette signed the Certificate of Vote. Mr. Gil de Rubio signed the Agreement [for Account No. 010-090-5171-090-0415 with Completion Date June 30, 2008 for \$75,000], and Ms. Violette notarized the document.

**AGENDA ITEM NO. 7. STRATEGIC PREVENTION FRAMEWORK \$464,504**

Mr. Gil de Rubio noted the Sullivan County Community Coalition is hiring a new person to help the coalition implement policy, go for further grants; giving non-profits in Sullivan County funding to help them out. There will be a second person to collect and analyze data, making sure they are getting results ... *"it's a conscientious effort of putting*

*our arms around agencies in Sullivan County that there is direction and accountability with prevention*". He noted, this would open doors for foundation grants without having to go to the State, that they've been working on this since 2003, and discussed the full time and part time positions.

**4:03 A motion was made, by Commissioner Nelson, to authorize the County Manager, as authorized agent to sign the agreement and the Clerk to sign the Certificate of Vote. Commissioner Barrette seconded the motion. A voice vote was taken. The motion carried, unanimously.**

Mr. Gil de Rubio discussed the mission of the Community Coalition, Kelly Murphy's work with it, how the SPF grant would work and where they anticipate the office for the Coordinator and Evaluator to be located. Commissioner Barrette would like a Commissioner to participate in the coalition, and also spoke about the Sullivan County Criminal Justice Coordinating Committee. Mr. Gil de Rubio noted the S.C. Community Coalition members created a list of those in the community to be part of the Oversight Board, which currently includes Senator Odell and Judge Yazinski.

**4:03 A motion was made, by Commissioner Nelson, to ask Commissioner Barrett to sit on the oversight committee. Commissioner Jarvis seconded the motion. Commissioner Barrette accepted the offer. A voice vote was taken. The motion carried, unanimously.**

#### **AGENDA ITEM NO. 8. COMMISSIONERS REPORT**

##### **SIDE NOTE – NEWPORT RECYCLING**

Commissioner Barrette requested three totes be brought in for recycling at the Newport offices.

##### **SIDE NOTE – REVISED MS42**

It was noted the MS42 form "Previous" column was incorrect and reflected FY06 revenue data, when it should have reflected FY07. The form was corrected and required ratification from the Board. The new form reflected "Revision"

**4:16 A motion was made, by Commissioner Nelson, to accept the revised MS42. Commissioner Barrette seconded the motion. Discussion – Mr. Gil de Rubio confirmed he and Jeff Graham reviewed the original. He noted they will not reprint the form in the newspaper, but will be sending it out to the towns/city and state, and all that received it via e-mail. He noted next year, they will just place an ad in the paper that the form can be viewed on line at the website or at the Commissioners Office. A voice vote was taken. The motion carried, unanimously.**

#### **AGENDA ITEM NO. 8.B. 6/12/07 PUBLIC HEARING OF THE COMMISSIONER FY08 PROPOSED COUNTY BUDGET – DISCUSS PRESENTATION FORMAT**

Mr. Gil de Rubio will create a packet, which the Board will review and edit. The group discussed items to include and when they would meet to review the packet. Mr. Gil de Rubio pointed out he presented the budget in the past, and, in light of the political environment, they should be involved. They concurred.

#### SIDE NOTE – PANCAKE BREAKFAST

Commissioner Barrette requested reminders to be sent about the Pancake Breakfast, and asked whom they were sent to. Johnson-Callum noted the flyers were sent to: Delegates, Senators – including a name Mr. Barrette submitted, Department Heads/Elected Officials, the press distribution list, towns/city distribution list and to WNTK morning talk show. Commissioner Barrette requested, “Thank you.” stickers to be purchased for the Board to pass out to employees at the Pancake Breakfast, showing their appreciation. Johnson-Callum confirmed set up time is 6:30 a.m., with start time at 7 and the Commissioners Office would have a display and include “Thank you” letters, per Commissioner Nelson.

#### UPCOMING EVENTS

- June 11<sup>th</sup> Delegation Meeting.
- June 13<sup>th</sup> 9 a.m. – Unity Ahern Building – NH State Incentive funds application review.
- June 13, 6:30 PM – Claremont City Council meeting – County Manager will discuss the regional MRF proposal.
- June 21 – in Claremont. The Greater Sullivan County All Hazards Health Region will perform their first Table Top Exercise.
- June 21 – Sullivan County Community Coalition meeting in Newport at the Library at 3 p.m.
- June 27<sup>th</sup> – Sullivan County United Way: Transportation Mobility meeting in Claremont at 9 a.m.
- June 29<sup>th</sup> – The FY08 County Budget - County Convention, Newport.

#### SIDE NOTE – DOC CENSUS

Commissioner Jarvis noted the Board received the DOC census. Mr. Gil de Rubio reminded her that the report is sent to them monthly by e-mail.

#### SIDE NOTE – NEWPORT COMPLEX BAR-B-Q

Commissioner Jarvis expressed the Boards appreciation for the Bar-B-Q the County Food Service Director, Ron McPhall, hosted in Newport. Mr. Gil de Rubio noted it went very well, that the neighboring businesses and municipality offices were invited, and all paid individually. They anticipate holding more in the future.

SIDE NOTE – JUNE 11<sup>TH</sup> DELEGATION MEETING

Mr. Gil de Rubio reminded the Board of an appointment that had been scheduled for over a month on his calendar for the day of the Delegation meeting. The Board discussed that Rep. Nielsen referred them to answer the questions presented by Rep. Suzanne Gottling in the May 21<sup>st</sup> minutes. Johnson-Callum left to attain the Delegation meeting minute binder and returned. The group discussed the minutes and their responses.

*Mr. Gil de Rubio gave Mr. Aldridge a copy of the FY08 Commissioners proposed budget.*

Mr. Gil de Rubio confirmed he would provide answers to the questions and give them to Commissioner Nelson, who confirmed he would attend the meeting. The group discussed other items needed. Commissioner Barrette explained he did not attend yesterday's Delegation meeting, as the Board was not allowed to the table during the Jeff Graham meeting with the Delegates. He noted he would be happy to attend their next meeting if placed on the agenda. Commissioner Jarvis confirmed she would attend.

**5:03 A motion was made, by Commissioner Barrette, to go into Executive Session [per RSA 91-A:3.II.c.] to discuss a personnel issue. Commissioner Nelson seconded the motion. There was no discussion. A roll call vote was taken. The motion carried, unanimously.**

**5:13 A motion was made, by Commissioner Barrette, to come out of Executive Session. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

There was no formal decision to be made.

**5:14 A motion was made, by Commissioner Barrette, to go back into Executive Session [Per RSA 91-A:3.II.c.] for another personnel issue. Commissioner Nelson seconded the motion. There was no discussion. A roll call vote was taken. The motion carried, unanimously.**

**5:19 A motion was made, by Commissioner Nelson, to come out of Executive Session. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

There was no formal decision to be made.

5:20 A motion was made, by Commissioner Nelson, to adjourn the meeting. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

*Respectfully submitted,*



*Jeffrey Barrette, Clerk  
Board of Commissioners  
JB/s.j-c.*

Date signed: 7/3/07