

Sullivan County NH

Type of meeting: Board of Commissioners Public Meeting Minutes
Date/Time: Tuesday, June 6, 2006, 1:30 PM
Place: Newport - Remington Woodhull County Complex
14 Main Street, 1st Floor – Commissioners Conf. Rm.

Attendees: Commissioners Donald S. Clarke – *Chair*, Ben Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Greg Chanis – *Facilities & Operations Director*; Bard Flanders – *Unity Conservation*; Sheriff Michael Prozzo (arrived later); and Sharon Johnson-Callum (minute taker).

Public attendees: Becky Miller, *Eagle Times Staff Reporter*.

AGENDA ITEM NO. 1 MEETING MINUTES

AGENDA ITEM NO. 1.A. MAY 16 PUBLIC MEETING MINUTES

1:33 A motion was made, by Commissioner Jarvis, to approve the May 16th Public meeting minutes as typed. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.B. MAY 16 EXECUTIVE SESSION MEETING MINUTES

1:33 A motion was made, by Commissioner Jarvis, to accept and release the May 16th Executive Session meeting minutes. Commissioner Nelson seconded the motion. Discussion – Mr. Gil de Rubio is okay with releasing the minutes. A voice vote was taken. The motion carried, unanimously.

SIDE NOTE – Mr. Gil de Rubio indicated he had a TA (temporary agreement) to be signed by the County Manager and business agent for AFSME going for a one year contract with a 3% increase in steps, agreed to sit down and do review of health care provider and situation over the next year. There are small minor language issues and academic clean up to do. They hope to receive input from the bargaining unit regarding health care issues to map out for the Commissioners.

AGENDA ITEM NO. 2 JUDKIN'S PROPERTY CONSERVATION EASEMENT

It was noted the appraisal for the County's Judkin's Farm property was complete and that it had illustrated the property value with a conservation easement at \$41,000. The cost of the appraisal was \$4,800. Mr. Flanders and the Unity Conservation Committee are pleased with George Lamprey's credentials and with the appraisal. Commissioner Jarvis will provide a copy of the most current easement to everyone. Mr. Flanders suggested the wording in the easement be changed to show the Society for the Protection of NH Forests Protected Lands (SPNF) first with the Unity Conservation Committee second. Commissioner Nelson noted off road vehicles have changed since the first draft was

created. Commissioner Clarke would like off road vehicles allowed in designated places. Mr. Clarke asked if the Board would like to take action on the figure. Commissioner Nelson has no problem with the figure. A recommendation was made to include in the fee the charge to do the appraisal the appraisal figure.

1:46 A motion was made, by Commissioner Nelson, pending crossing the “t’s” and dotting the “i’s” we sell the conversation easement [on the Judkin’s Farm property] to the [Unity] Conservation Commission and or the Society [for] Protection of NH Forests for the sum of \$43,000. Commissioner Jarvis seconded the motion. Discussions included issues to be covered in easement such as off road recreational vehicles and snowmobiles in designated areas. Commissioner Clarke noted road maintenance is needed. Mr. Flanders referred him to the town select board to discuss that issue. It was decided to meet with SPNF, Brian Hotz, and Mr. Flanders sometime this summer – several Commissioners meeting dates provided. Commissioners will give an FYI to the full delegation, as there is a vote on the record with a former delegation group. An amendment was made to the motion: funds should be raised by Dec 31st. A voice vote was taken. The motion and amendment carried, unanimously.

1:50 Sheriff Prozzo jointed the meeting.

The Board decided to change the July meeting to July 11th and 25th and the August meetings to August 8th and the 22nd.

1:55 Mr. Flanders left the meeting.

AGENDA ITEM NO. 3 OHRV WHEELED VEHICLE CONTRACT

Sheriff discussed how Claremont uses one ATV machine with an officer and uses volunteers from ATV club for hours the officer is unable to cover to monitor trails. Sheriff is applying for a \$4,500 grant that would cover 100 hours, 4-hour cycles, to assist Claremont and other law enforcement agencies throughout the area. The grant application requires a letter from the Board authorizing the Sheriff to enter into this collaborative grant. Sheriff has checked with the County’s property liability insurer, NH Primex, on the issue. They are close to inheriting an ATV machine and if they are not successful they will search other avenues.

2:02 Motion: The Sullivan County Board of Commissioners, on this 6th day of June, 2006 authorize the Sullivan County High Sheriff, Michael L. Prozzo, to enter into and sign the OHRV Wheeled Vehicle Contract with NH Fish & Game Department and the Sheriff’s Office. Commissioner Nelson made the motion and Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

SIDE NOTE - MEDICAL TRAILER UPDATE

Sheriff Prozzo noted the County Attorney was reviewing the paper work for the medical trailer.

AGENDA ITEM NO. 4 REGISTRY OF DEEDS: CONNOR & CONNOR CONTRACTS

Ms. Johnson-Callum noted Sharron King was available to answer any questions if they wanted to call her down to the meeting, but that the Connor & Connor contract they were reviewing was the basic contract compiled of three parts: indexing, imaging and internet.

2:04 A motion was made, by Commissioner Nelson, subject to passing of the budget, we authorize the Chair and Clerk to sign the Connor and Connor contracts pending passing of budget.

AGENDA ITEM NO. 5 UNION NEGOTIATION RATIFICATION

2:05 A motion was made, by Commissioner Nelson, to approve the four items listed on the TA (temporary agreement) contract dated 5/31st and authorize the County Manager to move forward and recommend to the delegation they approve. Commissioner Jarvis seconded the motion. Discussion – Mr. Gil de Rubio will provide a redline copy of the agreement to the Board prior to the convention. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 6 COUNTY MANAGER'S REPORT

SIDE NOTE – Mr. Gil de Rubio provided a copy of an e-mail from Kathi Fortin with the Proshare amount. The County will receive \$667,380.50. Commissioner Clarke asked if everyone had seen the previous e-mail pertaining to the State auditors finding a miscalculation in their previous years calculations. Mr. Gil de Rubio discussed the previous day Executive Finance Committee meeting, and how the EFC adjusted the ProShare revenues.

AGENDA ITEM NO. 6.A. PANDEMIC FLU PREPAREDNESS PLANNING UPDATE

Mr. Gil de Rubio discussed the letter he sent to all municipalities and the extended response deadline of June 16th. He noted they've heard from Charlestown, Croydon, Grantham, Newport, Springfield, Jackie Guillette (SAU 6 Superintendent) of Claremont; and they are moving along. Mr. Gil de Rubio noted they are considering with their 1st meeting inviting the school district superintendents as the schools are ahead of other municipalities. Will provide more of an update on the implementation at the Board's next meeting. Mr. Chanis noted he saw an article in yesterday's Keene Sentinel about pandemic preparedness. Mr. Gil de Rubio indicated once they apply for funds, DHHS will provide 180 days for them to complete the plan.

AGENDA ITEM NO. 6.B. CAPITAL BUDGET REVIEW

Greg Chanis, Facilities & Operations Director, handed out an updated FY06 Capital Expense Worksheet. Mr. Chanis reviewed the capital projects approved in FY06, estimating a surplus of \$40,591 in fund 42. He reviewed the status of the heat conversion portion of the MV Eng. Proposal, which was budgeted for \$195,000. Two bids were

received, which were not comparable and came in more than budgeted. The bid total was around \$238,500. Mr. Chanis would like the support of the Commissioners to move forward on the project. The project involves the Stearns Building and rezoning each room to have it's own heat control, which will create 97 zones and tie in to the main control system. Commissioner Jarvis requested the spreadsheet to reflect totals for each of the facilities. General discussion commenced on a few other items shown on the spreadsheet.

2:29 A motion was made, by Commissioner Nelson, to proceed with the HVAC heat conversion, to go to Economy \$224 thousand amount [Economy bid received for \$219,569 plus engineering cost unpaid of \$2,700 is exact amount]. Commissioner Jarvis seconded the motion. Mr. Chanis will create a PO for the project before the end of the year and work would begin before Labor Day. A voice vote was taken. The motion carried, unanimously.

Mr. Chanis directed the Commissioners to the first page of his memo dated 6/6/06 and discussed a previous walk over they all did of the Unity buildings when they spoke of the buildings to be demolished. The hay barn is being leased, but the lessee will not be renewing it. Mr. Chanis has a new idea for the hay barn. He noted with renovations, it would be ideal to store the medical trailer and include storage for other County items such as office equipment, furniture and tractor implements. The building would be under lock and key, and temperature monitors for the trailer area so that it does not drop below 45 degrees. His proposal is to use some of the surplus to: strip the asphalt shingles, add new metal roofing, add two overhead garage doors, purchase necessary lumber, paint, lighting and miscellaneous carpentry items, and also, do site work on the road up to the building.

2:41 A motion was made, by Commissioner Nelson, to authorize using \$23,888 of the capital surplus to renovate the hay barn as described. Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

UPCOMING EVENTS

Annual Pancake Breakfast will be 7 to noon Sunday at the Health Care facility June 11th.

Mr. Gil de Rubio pointed out that Becky Miller was present, and would be leaving the Eagle Times and that staff had a going away cake for all to share.

Sheriff Prozzo returned to room.

SIDE NOTE

Sheriff Prozzo noted the Sheriff's Office would be taking delivery of new weapons from the President of Rueger, which would be the second time since the Sheriff began work with the County. They are upgrading and replacing twelve-year-old weapons. A special presentation will be held next week for this and the Commissioners and County Manager

were invited to the presentation. He noted the Board would see a PO for \$1,690, which was to purchase the new ammo for the upgrades.

AGENDA ITEM NO. 7 COMMISSIONER REPORT

Mr. Clarke expressed his thanks to Rebecca Miller for her coverage of County issues.

3:15 A motion was made by Commissioner Nelson to adjourn the meeting. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ethel Jarvis".

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.