

## **Sullivan County NH**

**Type of meeting: Board of Commissioners – Special Public Meeting  
With Sheriff Michael Prozzo and Supt. Cunningham**

**Date/Time: Tuesday, March 11, 2008; 4:40 PM**

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

**Attendees:** Commissioners Jeffrey Barrette – Chair, Bennie Nelson – Vice Chair and Ethel Jarvis – Clerk; High County Sheriff Michael Prozzo; Department of Corrections Superintendent Ross Cunningham and Sharon Johnson-Callum (minute taker).

**4:40** The Chair, Jeffrey Barrette, brought the meeting to order.

### **Sheriff's Office Fleet Vehicle Update**

Sheriff Prozzo reviewed his previous request to lease new vehicles and the lending agency they were approved to approach for the package. Since then, the lending agency feels the County is at risk and would not accept the proposal. However, Lake Sunapee Bank sent Sheriff a letter indicating they will do \$145,800 for a four-year fleet vehicles lease at a fixed rate of 4.125%. Monthly payments will be \$49.64 more than other lending company they applied at, no collateral or grantor requirements, they need a copy of annual report, no processing/closing fees. GM rate was 10.15% and it would have cost \$21,000 in interest to go through them. The other great news, money would be advance as 5/1/08, with 1<sup>st</sup> annual payment 7/31/2008, which is in FY09 budget. He noted with this proposal, he could get the cruisers ordered and on the road earlier. \$39,086.81 is the annual payment. He budgeted \$39,424. Sheriff is not changing the leasing format, just the vendor.

**4:48 Commissioner Jarvis moved to authorize the Sheriff's proposal and to change the funding source for the lease vehicles [to Lake Sunapee Bank]. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

### **Newport Complex: 3<sup>rd</sup> Floor Probate Court Clerk's Office, Heat Pump Failure**

Ms. Johnson-Callum informed the Board, Economy found the heat pump in the Registrar of Probates office seized up. The head pump unit is 22 years old. Economy has offered two solutions: 1) fix the compressor or 2) replace the entire unit. A very rough estimate was provided between \$3,000 to \$6,000+. Economy recommends, due to the age of the unit, replacing entire new heat pump unit. Ms. Johnson-Callum noted she spoke to Ms. Violette who confirmed expenses for this type of work would be split between the following lines: 10.460.19082, which as a balance of \$6,800 budgeted and

10.497.19082 which has a \$7,000 budget balance; however, the preventative maintenance, of approximately \$2,060, has not been expensed to those lines. Also, there is an Emergency Fund line budgeted of \$15,000 with full budget remaining. Economy will advise Heather Presch of the quotes as soon as possible.

**4:56 Commissioner Nelson moved to authorize up to \$7,000 to replace the unit. Commissioner Jarvis seconded the motion. Discussion: Commissioner Barrette requested Ms. Johnson-Callum to contact them if the amount exceeds the \$7,000. A voice vote was taken. The motion carried, unanimously.**

#### **DOC – Staffing/Personnel**

Mr. Cunningham noted John Gramuglia [Inmate Programs Coordinator] was currently on the NH Retirement Group I, and they are requesting to change him to Group II. Mr. Gramuglia supervises four CO's, meets with inmates 1-1 and in groups of eight (8) or more – he was recently threatened by an inmate verbally, did not think much of it at first, but after much thought presented this request of status in retirement benefits to the Superintendent, and noted Cheshire and Strafford counties have program directors in Group II, also. Mr. Cunningham pointed out they have a surplus in the staffing line of \$280,000, sufficient to accommodate for this change. He noted the Academy begins in April, Mr. Gramuglia is very willing to attend, has already had his physical assessment performed by his physician, and would like to send him there while they have down time. Supt. Cunningham discussed the uniform they would be providing to Mr. Gramuglia. The Board noted they prefer Mr. Gramuglia not wear a uniform, while in group.

**5:01 Commissioner Nelson moved they follow Mr Cunningham's recommendation to switch [the Program Director's position] to group II [NH Retirement]. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

#### **DOC Community Corrections**

Commissioner Nelson and Jarvis wanted Mr. Gramuglia to know the report they were presented earlier was "phenomenal".

Mr. Cunningham noted [Newport] Revite meets 4/8/08 8-9 AM at the Sugar River Bank and has designated 1 hour to hear about the new Community Corrections Facility project. Mr. Cunningham does not have dates set yet to present to the Claremont City Council or Newport Clergy; but Representative Larry Converse who'd like them to speak at the Claremont Bourdon Center approached him. Mr. Cunningham will e-mail the Board on any future presentation dates. Commissioner Barrette requested Mr. Cunningham retool the presentation to provide a 1) light background of where we came from, 2) the present problems, 3) a brief overview on how you are going to

correct them, and 4) brief over plan once the plan is in place - focus on where we are wasting money today and how it will be resolved and "What you should do for your neighbor", "it's the right thing to do". Mr. Cunningham will work up figures for 62 and a 72 plan.

**DOC van donation**

Mr. Cunningham was approached by Bob Weaver, local realtor, who does community service counseling and is willing to donate a van. They first talked about a 22-passenger van, but with the CDL requirements, downsized that to an eight (8) passenger. Mr. Cunningham recommended Mr. Weaver attend a future Board meeting to discuss the donation. It would be a used van, between \$3,000 - \$6,000.

**DOC inmate prescriptions - consulting business**

A group approaching all jails in NH, Prime Care of PA, recently approached Mr. Cunningham. They provide correctional type health care, have two doctors, one PA and mental health personnel. They've been doing this for about a year in the state. Mr. Cunningham has given them Sullivan County's cost on medical; the company met the challenge, except in the mental health services - which they will pursue. They may be able to do DOC formulary for medications. They are willing to work into a 1, 3, or 5 year contract. He will keep the Board posted on this issue.

**5:17 Commissioner Nelson adjourned the meeting. Commissioner Jarvis seconded the motion. 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.

Date signed: 3-21-08