

Sullivan County NH

**Type of meeting: Board of Commissioners, Executive Session Meeting
Minutes – Per RSA 91-A:3.II.a&c, a personnel issue**

Date/Time: Tuesday, March 4, 2008 – 4:09 PM

**Place: Newport NH – 14 Main Street, Remington Woodhull
County Complex, 1st Floor Commissioners
Conference Room**

Attendees: Commissioners Jeffrey Barrette - *Chair*, Bennie Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; Greg Chanis - *Interim County Manager*; and Sharon Johnson-Callum (minute taker).

Agenda Item No. 3.a. Probable Executive Session, Per RSA 91-A:3.II.a.&c. personnel

Mr. Chanis confirmed he had an issue regarding a personnel matter, but only one Executive Session was needed.

4:09 A motion was made by Commissioner Nelson to go into Executive Session per RSA 91:A.II..A & C. Commissioner Jarvis seconded the motion. There was no discussion. A role call vote was taken, which passed unanimously.

4:09 Mr. Cunningham, Peter Martin and Larry Converse left the room.

Those in Executive Session included the three Commissioners, Mr. Chanis and Sharon Johnson-Callum.

County Manager position

Mr. Chanis indicated, though no formal decision has been made, he included in the proposed FY 09 budget the County Manager position with the structure they currently are working under, eliminating the Facilities Director position.

County Comptroller position

Mr. Chanis indicated he included in the proposed FY 09 Commissioners Office Department line a "Comptroller" position, in order to begin discussions during budget reviews. Mr. Chanis distributed copies of a various position descriptions he found on line. Commissioner Jarvis requested that Mr. Chanis contact NH Municipal for job descriptions, also. Mr. Chanis indicated he feels there is a need to have someone who understands governmental accounting and the language; he indicated he does not understand the audit adjustments. He noted he sees this position involved in day-to-day basis, working significantly at the nursing home. Mr. Chanis confirmed the County spent \$21,000 - \$23,000 for Jeff Graham's CPA services. He pointed out he left the \$15,000 in the Accounting line, but reduced that line, plus a percentage of the County Manager line. Commissioner Barrette feels a Finance Director position is unnecessary. Commissioner Jarvis and Sharon

expressed appreciation regarding Mr. Chanis's expertise/performance regarding the financials.

Mr. Chanis confirmed he'd edit the job description, to illustrate his recommendations for the position, and get that to the Board.

4:41 Commissioner Nelson moved to come out of Executive Session. 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