

Sullivan County

Type of meeting: Board of Commissioners – Regular Business Meeting,
Public

Date / Time: Tuesday, March 7, 2006; 1:30 p.m.

Place: Newport – Sullivan County Complex – 14 Main Street,
1st 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*; Scott Hagar – *DOC Superintendent*; Greg Chanis – *Facility & Operations Director*; and Sharon Johnson-Callum (minute taker).

1:32 PM The Chair called the meeting to order.

Led all in the Pledge of Allegiance

AGENDA ITEM NO. 1 MEETING MINUTES

AGENDA ITEM NO. 1.A. FEB. 21, 2006 PUBLIC MEETING MINUTES

Commissioner Jarvis asked if the contract for the NACo prescription drug card was public, as someone she knows is interested in reviewing it to assure them the County would not incur charges. Mr. Gil de Rubio confirmed it was a public document.

1:33 A motion was made by Commissioner Jarvis to accept the Feb 21, 2006 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. FEB. 21, 2006 1:32 EXECUTIVE SESSION

1:33 A motion was made by Commissioner Nelson to accept and keep sealed the February 21, 2006 1:32 Executive Session meeting minutes. Commissioner Jarvis seconded the motion. Discussion – Mr. Gil de Rubio added that this motion would be made assuming the minutes are placed in the personnel file. The Commissioners concurred. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.B. FEB. 21, 2006 2:35 EXECUTIVE SESSION

Mr. Gil de Rubio recommended approving the meeting minutes, but to keep them sealed until the next meeting. Commissioner Jarvis noted a spelling error in the person's name, plus she wanted it included in the minutes that she asked if the issue was referred to the ombudsman's office. Johnson-Callum confirmed the minutes would reflect the changes.

1:34 A motion was made, by Commissioner Nelson, to approve and keep sealed, until resolved, the February 21, 2006 "2:35" Executive Session minutes.

Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.C. JANUARY 17, 2006

1:36 A motion was made, by Commissioner Nelson, to unseal the minutes of January 17th. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 2. COUNTY MANAGER'S REPORT

AGENDA ITEM NO. 2.A. RFP FOR DOC NEEDS ASSESSMENT - UPDATE

Mr. Gil de Rubio noted two proposals were received. He recommended opening the packages and announcing the apparent low bidder, then to refer the proposals to the Sullivan County Criminal Justice Coordinating Committee (S.C.C.J.C.C.) for input. The S.C.C.J.C.C. will meet March 24th 12:30 p.m. in the Commissioners Conference Room. Commissioners concurred.

1:40 Mr. Gil de Rubio opened package from SMRT out of Portland Maine. The proposal indicated, "not to exceed \$132,000."

1:42 Mr. Gil de Rubio opened package from RicciGreen Associates out of NY NY. The proposal total was \$132,510, which encompassed \$71,820 for the needs assessment and \$60,680 for Phase II pre-architectural program.

Mr. Gil de Rubio announced the apparent low bid as **\$132,000 from SMRT** and noted he would be sending a memo to each firm acknowledging the apparent low bid and to state the plans. He will copy the Commissioners and members of the Criminal Justice Coordinating Committee. He noted Sharon will attain electronic or unbound versions and will copy to Commissioners and Supt. Hagar. General discussion commenced on companies used in other counties. Superintendent Hagar confirmed he would provide an analysis and comparison.

AGENDA ITEM NO. 2.B. RFQ FOR BUSINESS PLAN\FEASIBILITY ASSESSMENT SENIOR CARE AND ASSISTED LIVING

Mr. Gil de Rubio noted the RFP for the senior care and assisted living business plan\feasibility assessment deadline is March 8th. He noted Sharon scheduled a meeting for Commissioners, Rep. Converse, Heidi Smith – Director of Nursing, Patti Koscielniak – Admissions and Courtney Marshall – Administrator, to review packages received. Mr. Gil de Rubio recommended reviewing all applicants without looking at their fee, to based selection on their proposal. As of today one proposal from Oregon has been received. Mr. Gil de Rubio confirmed Ms. Johnson-Callum would provide a copy of all proposals prior to the March 14th 10 a.m. scheduled meeting.

NOT ON AGENDA

Mr. Gil de Rubio will be away Thursday, March 9th through Monday, March 13th.

AGENDA ITEM NO. 2.C. FY 07 BUDGET UPDATE

Mr. Gil de Rubio will deliver the proposed FY 07 County budget to the Commissioners at the March 21st meeting. General discussion commenced on basic look of budget.

NOT ON AGENDA

Per a question from one of the Commissioners, Supt. Hagar noted the investigation was completed on a case with an update submitted to the County Manager. He noted they found allegations unsupported. Mr. Gil de Rubio referred further questions from a 3rd party to the person's attorney.

NOT ON AGENDA DOC CENSUS

Census - Supt. Hagar distributed copies of the current census. Census total is 92, with 65 of these in the main facility and 7 in the THU. He noted he would be taking the opportunity during this low census to do painting, tiling, etc.

Sullivan County Department of Corrections					
Population Data					
TO: County Manager					
FR: Superintendent					
March 7, 2006					
POPULATION DATA					
House of Corrections	56	Pre-Trial Inmates	29	Preventive Custody	0
Male	27	Male	26	Male	0
Female	9	Female	3	Female	0
Total Population - (In Main Facility)				65	
Total Population - (Transitional Housing Unit)				7	
Total				72	
Weekenders	2	EM/Home Confinement	1	Admin Transfer	11
Male	1	Male	1	MINSF	7
Female	1	Female	0	Griffin	1
				Cheshire	3
Other program placement or temp release - 6					
Total Census - 92					
Scott R. Hagar Superintendent					

Staffing – Supt. Hagar noted there were no officer position vacancies but does not expect that to last as one of their officers is pursuing police work. He noted as of February 27th, all were in Group II PT compliant.

2:06 Mr. Chanis and Hagar left the meeting and Sheriff Prozzo arrived.

AGENDA ITEM NO. 5 SHERIFF'S REPORT

HIGHWAY SAFETY GRANTS – Sheriff Prozzo discussed a 50/50 match grant approved for equipment: the final laptop for vehicle - car #6, in the amount of \$3,790, \$1,895 is the County expense. Papers require the Chair to sign. The second grant is for radar patrol to be used May 1st through June 20, which is 100% funded. He noted this also needs the Chair to sign.

2:09 A motion was made, by Commissioner Nelson, to authorize the Chair to sign the laptop grant and radar patrol grants. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

UNDERAGE DRINKING TASKFORCE GRANT

Sheriff noted the Underage Drinking Taskforce grant would require the County Manager's signature. He noted this grant was the 4th year and would begin next fiscal year. He noted they worked with all communities in the County and that Sunapee Chief Cahill heads up the program.

2:10 A motion was made, by Commissioner Nelson, to authorize the County Manager to sign the underage drinking grant application. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Sheriff noted as of today, \$60,744 of grants were brought in for FY06.

PROJECT 54 - Sheriff Prozzo spoke briefly about "Project 54", which is a collaboration between Senator Gregg's office and the NH State University. He noted they were the second County Sheriff's Office to sign on to the project. Funds pay for care equipment to include new blue lights and consoles.

TAZER TRAINING – Sheriff Prozzo attended Tazer training along with other staff in his office. Sheriff noted four out of eight in the field were trained last week, along with one of the SWAT team, who will be trained as a trainer. Certification is required each year.

JDI INVOICE UPDATE – Sheriff gave a brief summary on expenses incurred due to extreme weather damage that caused a tree to go down on a line near one of their radio towers. Radio communication was down from Friday to Wednesday. The power company hired a skidder in order to get up to the spot and remove the tree from the line – they were on power back up Friday. They knew they were running out of gas at the tower and called all contacts in state to transport a supply of gas to tower – they found a vendor who placed two 100-gallon tanks at the site. Then tanks were air lifted, which is where most the expense was incurred. Future plans include exchanging two tanks for larger ones.

NEW HIRE – Mike Patisa was hired March 27th as a new deputy, Mike. He worked six years with Newport PD.

HOMELAND SECURITY EQUIPMENT ITEM - Comm. Clarke noted he received inquiries about a new Ford F350. Sheriff noted it was purchased through Homeland Security funds, and used to pull the large trailer and the SWAT Unit trailer. He noted there was lettering on the back of the truck to show it was purchased with homeland security funds. Sheriff indicated the vehicle was available to all emergency enforcement. Mr. Gil de Rubio also noted there was an article in the Eagle times about it.

NOT ON AGENDA - Commissioner Jarvis indicated during a recent power outage that lasted three days, on Lear Hill and Thurber roads in Unity, she had seen vehicles from the Sheriff's Office and Unity Fire Department go by, but it was not until a resident approached the electrical company truck in a parking lot in Newport that the electrical company realized 60 families were without power. She felt this demonstrated a lack of communication, and that someone should have stopped by from one of these departments to assure them the power was being worked on. Sheriff discussed reports made.

AGENDA ITEM NO. 3 COMMISSIONERS REPORT

Commissioner Nelson indicated he received an inquiry from Commissioner Cryans to reconvene, in Sullivan County, to continue dialogues on regional needs assessment – no definite plans have been made.

Commissioner Clarke spoke briefly on status of a House Bill.

LEGISLATIVE CONFERENCE MARCH 6 – Commissioners asked for update on recent legislative conference call. Mr. Gil de Rubio noted he was the only one in attendance.

AGENDA ITEM NO. 4. PUBLIC PARTICIPATION

There was no public participation.

2:35 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,



*Ethel Jarvis, Clark
Board of Commissioners*

EJ/s.j-c.