

Sullivan County NH

Type of meeting: Board of Commissioners Public

Date/Time: Tuesday – May 2, 2006; 1:30 PM

Place: Newport County Complex – Commissioners
Conference Room, 14 Main Street, 1st Floor.

Attendees: Commissioners Donald S. Clarke – *Chair*, Ben C. Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Mark Pitkin – *County Treasurer*; and Sharon Johnson-Callum (minute taker).

Other attendees: Representative Larry Converse; Bernard “Bernie” W. Folta – *Claremont resident/Appointed Commissioner to Upper Valley Lake Sunapee Regional Planning Commission*; Becky Miller – *Eagle Times staff reporter* (arrived later).

AGENDA ITEM NO. 1 MEETING MINUTES REVIEW

AGENDA ITEM NO. 1.A. FEB 21 EXECUTIVE SESSION

The County Manager recommended keeping the Feb. 21st Executive Session permanently sealed, unless the attorney recommends otherwise.

1:34 A motion was made, by Commissioner Jarvis, to keep the Feb. 21st Executive Session minutes permanently sealed, unless the attorney recommends otherwise. Comm. Nelson seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.B. MAR 14 ASSISTED CARE INTERVIEWS

1:34 A motion was made, by Commissioner Nelson, to approve the March 14th minutes as printed. Comm. Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM ON. 1.C MARCH 31 FY07 BUDGET REVIEW

1:35 A motion was made by Comm. Jarvis to approve the minutes as presented. Comm. Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.D. APRIL 3 FY07 BUDGET REVIEW

1:35 A motion was made by Commissioner Jarvis to approve the April 3rd minutes as written. Comm. Nelson seconded the motion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.E. APRIL 5TH FY07 BUDGET REVIEW

1:36 A motion was made by Commissioner Jarvis to approve the April 5th minutes as written. Comm. Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM ON. 1.F. APRIL 14 DOC NEEDS ASSESSMENT APPLICANT INTERVIEWS

1:36 A motion was made by Commissioner Jarvis to approve the April 14th minutes as typed and bring forth to the committee for review, but to also correct a word in last paragraph from "attain" to "retain". Comm. Nelson seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.G APRIL 18 MEETING MINUTES

1:40 A motion was made by Commissioner Jarvis to approve the April 18th minutes as written. Comm. Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.H. APRIL 18 EXECUTIVE SESSION

The County Manager recommends keeping the minutes sealed as part of a pending contract. Jarvis noted there were no names or confidential matters in the minutes.

1:41 A motion was made, by Commissioner Jarvis, to approve and unseal the April 18th Executive Session minutes. Comm. Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.I. APRIL 21 GRANT APPLICATION INTERVIEW

1:41 A motion was made by Commissioner Jarvis to approve the minutes as typed. Comm. Nelson seconded the motion. There was no discussion. A voice vote was taken. Comm. Nelson abstained, as he was not there. The voice vote carried with the majority.

AGENDA ITEM NO. 1.J. APRIL 21 ELECTED OFFICIAL SALARIES

1:42 A motion was made, by Comm. Jarvis, to approve the minutes as typed. Comm. Nelson seconded the motion. Comm. Nelson noted he was at meeting and should be included in the attendance section of the minutes. Johnson-Callum will correct this. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 1.K. APRIL 25TH ASSISTED CARE BUSINESS PLAN OVERVIEW

1:44 A motion was made to approve the April 25th meeting minutes as typed. Comm. Nelson seconded the motion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 2 COUNTY TREASURER'S REQUEST

TAX ANTICIPATION NOTE

Mr. Mark Pitkin, County Treasurer, indicated they would recall this is the normal time of year the County Treasurer makes a request to get authorization to borrow in anticipation of tax revenues. He indicated they normally get approval to borrow up to 5 million, on a line of credit basis, but may not draw up to the full amount. He indicated Ms. Violette had provided him with a print showing what they borrowed over the last few years: in 2003 it was \$4 million, in 2004 it was \$2,750,000 and in 2005 it was \$4,325,000. Mr. Clarke noted for public participation sake, that this borrowing is done to continue operations of county government in anticipation of the town/city taxes, which are submitted by Dec 17th. Mr. Pitkin noted, historically, the County has drawn from the line of credit around the 1st or 2nd week in August each year. He noted they would go out to bid to three local banks, with repayment made, historically, on December 26th.

1:50 A motion was made, by Commissioner Nelson, as follows: Ordered: That the money in the Treasury of the county, being insufficient to meet the demands upon the same, the Treasurer is hereby authorized, pursuant to RSA 29:8 to borrow from [the bank name they decide on would be inserted] the sum of Five Million dollars, which is necessary for the purpose and to give notes of the County therefore, payable December 27, 2006. We hereby certify that the foregoing is a true copy of the order of the Commissioners of Sullivan County passed at a meeting held May 2, 2006 of which all Commissioners were duly notified and at which a quorum was present. Comm. Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Rebecca Miller arrived.

AGENDA ITEM NO. 3. COUNTY MANAGER REPORT

Mr. Gil de Rubio gave the Commissioners a copy of his calendar.

AGENDA ITEM NO. 3.A. CURRENT BUDGET UPDATE

Mr. Gil de Rubio noted he and Johnson-Callum met this morning to review meetings coming up in May and June with the EFC, Commissioners and full delegation. Mr. Gil de Rubio discussed a comment made by one of the EFC members regarding the repetitiousness of the budget procedure process. Mr. Gil de Rubio discussed a few alternatives, of which one would push the time line out further. He suggested, as another alternative, night meetings. He feels the EFC members are not getting a true idea of how the county operates and feels there must be a better, more informative procedure, and currently it's an unprofessional type of process, with staff and department heads getting to their wits end. Commissioner Clarke noted it takes discipline and commitment on behalf of the EFC. Mr. Gil de Rubio noted they [Commissioners, Manager, EFC, full delegation] must come to a compromise as it's not good for the system and does not make us look good. Commissioner Clarke feels there must be more trust in the environment. Mr. Gil de Rubio pointed out the Monday/Friday sessions with the EFC are not working out and that he feels the budget is not properly interpreted by the EFC - they

are not getting proper input and need joint meetings with EFC/Commissioners. Commissioner Clarke feels that when the Commissioners are taking action, the EFC should be there taking action also, that way they would understand what the EFC was thinking about. Commissioner Clarke recommended waiting until after the first of the year to make any type changes, due to elections.

AGENDA ITEM NO. B. REVIEW GOALS

Mr. Gil de Rubio will be meeting with County department heads Thursday, and will bounce ideas off them and get final document prepared. He met with Genesis people, held a long meeting with Mr. Marshall and will have an update at the May 16th Unity meeting.

AGENDA ITEM NO. C. AVIAN FLU PANDEMIC EMERGENCY PLANNING UPDATE

Mr. Gil de Rubio indicated he is meeting @ 9 a.m. tomorrow with health care people, whom attended the Sunapee summit, to plan direction for county wide meeting in June. They will discuss "who", "what", "when", and "where". He has heard conflicting rumors of two different state plans: one from DHHS vs. State Police, and indication that the county government will be held responsible for whatever happens. Commissioner Clarke wants to see coordination among all sectors. He also noted he heard recently the age gender to be hardest hit by the new strain of the flu would be ages 6 to 30 year olds, and he suggested they include the schools in the regional discussions. Mr. Gil de Rubio will provide an update at the May 16th Commissioners meeting.

SIDE NOTES – NOT ON AGENDA

Mr. Gil de Rubio noted Mike Pulling stopped by today and dropped off a hard copy of the information discussed at the last overview meeting. He also noted the focus groups will be held May 15th, and will initially hold four groups. Pulling sent 300 mailings, received 68 responses, and is very excited about the results. Mr. Pulling will appear before the Delegates on June 12th. The Commissioners and Manager will receive a draft just before the appearance. Mr. Gil de Rubio confirmed Pulling had spoken to the NH Bond bank.

COUNTY MANAGER OUT

Mr. Gil de Rubio will be away Wednesday, May 10th and 11th, to return by 1 p.m. on the 11th. He will be attending a NH Primex Conference on regional planning, workmen's compensation and insurance.

Mr. Gil de Rubio requested an Executive Session at the end of the meeting to discuss a situation brought to his attention today.

AGENDA ITEM NO. 4 COMMISSIONERS REPORT

Commissioner Jarvis attended a UNH Coop. Ext methadone seminar that Lt. Roberts and Superintendent Hagar also attended. She will provide an official report at their next meeting, as she wants to discuss the seminar with Hagar and Roberts to get their input.

Commissioner Clarke spoke briefly about HB638. He indicated they "kind of gutted it", and under the version that passed in the Senate Finance Committee, the counties no longer are responsible for provider payments, nor the Clawback; but, they are still responsible for juvenile programs. He noted the savings is around \$397,000 to the counties for '07. He noted if this passes, the Commissioners would need to review the budget again, based on those numbers.

Commissioner Clarke strongly encouraged the other two Commissioners to attend the NHAC Executive Committee meeting Friday, which will be immediately followed by the Commissioners Council. He feels there are recommendations that will be made, and wants the full board to listen and be there if they have to vote. Nelson and Jarvis confirmed they were planning on attending.

REVIEW MS-42 SIGNATURE OF CHAIR & CLERK

Mr. Gil de Rubio noted the public hearing for the FY 07 Commissioners Proposed budget is scheduled for June 1st @ 7 p.m. It was noted the Treasurer and EFC would meet @ 6 p.m. regarding the revenue anticipation notes. At 6:15 the Full delegation would meet about elected official salaries. Johnson-Callum and the County Manager explained to the Board that the MS -42 form they were reviewing and signing today included the FY07 proposed budget, the current expenses as of 3/31/06 and 9 months revenue. It was noted the MS-42 is then sent again after convention, with the updated proposed budget. Mr. Gil de Rubio discussed how the State MS-42 form, with the fields on it, does not fit the county's accounting system, and some items, at times, must be pigeon holed to fit. He contacted the state request them to consider updates, but to no avail. Comm. Clarke noted, for public sake, the bottom line to be raised by taxes, reflected on the MS-42, is \$9,283,721, a decrease from last year.

2:21 A motion was made, by Commissioner Nelson, to sign the MS-42 with amendment [change of name from "convention" to "Commissioners"].
Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

AGENDA ITEM NO. 5 PUBLIC PARTICIPATION

Rep. Converse – Requested a copy of the verbal historical County borrowing Mr. Pitkin spoke of earlier, for the Executive Finance Committee. It was noted the information would be reflected in the meeting minutes.

Rep. Converse – Asked for clarification on the April 14th meeting minutes, at which the Sullivan County Criminal Justice Coordinating Committee / Commissioners interviewed the applicants for the DOC needs assessment. He wondered if the minutes would remain draft until reviewed by the committee. It was confirmed the Board approved them, but were bringing them before the committee for review and approval, when they next convene.

Rep. Converse – Asked for copies of the MS42. Johnson-Callum confirmed protocol with distribution of first signed MS42 - goes to: State, Delegates, Commissioners and Towns/City.

2:26 *Johnson-Callum left meeting to make copies of documents Bernie Folta brought.*

2:26 A motion was made by Commissioner Nelson to go in to Executive Session to discuss a sensitive matter (that occurred at one of the agencies that the County is fiscal agent of [Per RSA 91-A:3 Non Public.II.(c)]). Comm. Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The motion carried, unanimously.

2:35 A motion was made, by Commissioner Jarvis, to come out of Executive Session. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

2:36 *All Commissioners and Mr. Gil de Rubio rejoined Mr. Folta in the Commissioners Conference Room. Ms. Johnson Callum rejoined group, immediately after.*

Mr. Folta discussed his appointment to the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). He noted that Commissioner Jarvis and Clarke were both commissioners on the UVLSRPC. Mr. Folta handed out the following documents while he discussed each issue:

- 1 Document. *The Population of the Communities in Territory of the UVLSRPC*
- 2 Document. *Commissioner Numbers As of February 9, 2006*
- 3 Document. Conn. Valley Spectator Feb 16, 2006 Pg. A6 Article titled “*Selectmen Canaan officials displeased with regional planning commission*” and “*Grafton may be near departure from UVLSRPC*”
- 4 Document. Conn. Valley Spectator Feb. 23, 2006 Pg. A3 Article titled “*Grafton leaves UVLSRPC, interested in a Mascoma planning consortium*”
- 5 Document. Conn. Valley Spectator April 26, 2006 article titled “*Claremont commissioner collides with UVLSRPC*”.
- 6 Document. Conn. Valley Spectator April 20, 2006 Pg. A8 article titled “*Right to know belongs to everyone.*”
- 7 Document. *The Record of UVLSRPC Officers in the 21st Century.*

Mr. Folta indicated he was still waiting for salary information. He feels his requests have been perfectly normal, yet they have sewn doubt in his mind. He feels UVLSRPC does not get the picture of how a body should operate.

3:34 A motion was made by Comm. Jarvis to adjourn the meeting. Comm. Nelson 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". The signature is written in black ink and is positioned above the typed name and title.

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.