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Date 10-23-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
January 9, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mr. Ernest Woodside; Director of Maintenance, Mrs. Nancy Lang, Assistant Administrator of the Nursing Home, Mr. Roy Morrisette; Director of Personnel and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation and Marc Fortier; Foster's Daily Democrat.

Chairman Barka called the meeting to order at 1:03 PM.

Commissioner Barka stated there were bids to be opened for the relocation of the County Attorney and Registry of Deeds:

Dearborn Moving & Storage
Allards Moving & Storage
Walsh Brothers, Inc.
Cormier Movers
McLaughlin Moving Inc.

Commissioner Walker moved that Mr. Woodside shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for pork:

Poultry Products
Cambridge Packing
Associated Grocers

Commissioner Walker moved that Mr. Sturtevant shop the pork bid and award them to the lowest bidder or the one in the best interest of County. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside reported that there were fuel bids to be awarded. Mr. Woodside recommended awarding the #6 fuel to Sprague Energy, #2 oil and diesel fuel to Buxton Oil and unleaded gasoline to Hanscom Truck

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Stop. Commissioner Walker moved to award the fuel bid to Sprague Energy for #6 fuel, #2 oil and diesel fuel to Buxton oil and unleaded gasoline to Hanscom Truck Stop. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside stated he would like to tell the Board that the men in the Maintenance Department are doing a fantastic job getting rid of this snow. Mr. Woodside stated that some of this snow will need to be trucked at the Courthouse because he is running out of space. He further stated that a couple of years ago a gentleman from Rome Construction of Exeter came to the Courthouse at night and moved the snow back. He will be coming this year to do the same. Mr. Woodside stated that maybe some of the snow will have to be relocated from the Courthouse. Commissioner Walker asked Mr. Woodside to check into this further to make sure the County is getting the best price.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II,c on a roll call vote. Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 1:18 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
BRENTWOOD, NH
January 9, 1996**

The Board of Rockingham County Commissioners met in Non-Public session under RSA Chapter 91 A:3 II, c on a roll call vote. Those present in the first session were Commissioners Barka and Walker, Mrs. Nancy Lang; Director of the Nursing Home, Mr. Roy Morrisette; Director of Personnel and Ms. Marilyn Daigle; Administrative Assistant to the Commissioners.

The Board met to hear a personnel issue at the Nursing Home.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91 A:3 II, c, Commissioner Walker moved to go out of Non-Public Session at 2:30 PM on a Roll Call vote. Commissioner Barka seconded and all voted in favor.

Commissioner Walker moved that, based on Mr. Sturtevant's recommendation, that the employee in question in the Nursing Home be

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terminated. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker stated that for the record Mrs. Theresa Young will be taking some time off this week to compensate for the late hours that she has worked.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Barka moved to adjourn at 1:23 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

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**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
January 22, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Battles, Mr. Ernest Woodside; Director of Maintenance, Mr. Gene Charron; House of Corrections, Mr. William Sturtevant, Administrator of the Nursing Home, Mrs. Diane Gill; Human Services, Mrs. Theresa Young; Fiscal Officer, Mrs. Jayne Jackson; Staff Accountant, Robyn Wojtuski; Cooperative Extension, and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation and Marc Fortier; Foster's Daily Democrat.

Chairman Barka called the meeting to order at 1:05 PM.

Commissioner Barka stated there were bids to be opened for eggnog:

Turner Dairy
Bernard Donald Young
Donahue Brothers
Hallsmith Sysco
Jordan's
Ross Products
JP Food Service

Commissioner Barka moved that Mr. Sturtevant shop the bid and award to lowest bidder or the one in the best interest of the County.

Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for Instant Breakfast:

North Center Food Service
Donahue Brothers
Hallsmith Sysco
Jordan's

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Commissioner Barka moved that Mr. Sturtevant shop the instant breakfast bid and come back to the Board with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for orange juice:

Jordan's
North Center Food Service
Hallsmith Sysco
Shaheen Brothers
Lago & Sons Dairy Inc.
Turner Dairy
West Lynn Creamery

Commissioner Barka moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for juice:

Jordan's
JP Food Service
Shaheen Brothers
Associated Grocers
Donahue Brothers
Hallsmith Sysco
Turner Dairy
West Lynn Creamery

Commissioner Barka moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for paper products:

Joseph Gartland - Beautiful Rags
Marriot Management
Brite Technologies
Interboro Packaging Corp.
Hallsmith Sysco
Portsmouth Paper
Central Paper
Portsmouth Paper
TotalMed Company

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Commissioner Battles moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for fish:

Jordan Foods
North Center Foods
Shaheen Brothers
Hallsmith-Sysco
Allaint
JP Food Service
Al's Seafood

Commissioner Battles moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for provisions:

JP Foods
Associated Grocers
Hallsmith Sysco
Allaint Food Service
North Center Food Service
Donahue Brothers
Shaheen Brothers
Jordan's

Commissioner Battles moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for beef:

Poultry Products
Associated Grocers
LaVally Meat

Commissioner Battles moved that Mr. Sturtevant shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM HUMAN SERVICES - Mrs. Gill stated she had nothing to report to the Board.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Wotjunki stated she had nothing to report to the Board.

REPORT FROM FISCAL OFFICE - Mrs. Theresa Young

Commissioner Barka asked Mrs. Young to give the Board a report regarding the fund balance. Commissioner Barka stated that the Board has found some good news on fund balance that should lower the amount to be raised by taxes. Mrs. Young stated when doing the Commissioners budget, she found that the County was estimating the fund balance and it was probably going to be about 1.8 million dollars. When going through the accruals, the County is hoping that it will not see anything more from the Departments, that the County is actually up to 2.1 million dollars. What that means to the Commissioners budget is that the amount of taxes that are to be raised will be reduced to 4.8% instead of the anticipated 6.14%, or approximately \$300,000. Mrs. Young stated that this does not include the increase to fund the five cars and the five men for the Sheriff's Department.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron reported the inmate population to be:

229

- 21 outside the facility
- 16 females
- 2 Men's State prison
- 1 Federal
- 14 State
- 25 Work release

In house population is 208 inmates.

Commissioner Barka stated there were bids to be opened for adult daycare transportation:

Great Bay Chair Service

There was discussion regarding bid compliance.

Commissioner Barka moved that Mr. Sturtevant review the bid and come back to the Board with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Battles stated that he has spoken with Commissioner Walker regarding policies and procedures on processing warrants. Mrs.

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Young stated that this policy is already in place. Mrs. Young stated that this policy was adopted two years ago by the Commissioners. Mrs. Young stated that this does not deal with the whole warrant process. This only deals with changes. Possibly before rewriting this policy it should include the entire warrant process. If this is meant to be the warrant process, it should include everything. Commissioner Battles stated that the discussion he had with Commissioner Walker was to address specific issues that arise with warrants as opposed to the warrant process in its entirety. Commissioner Battles stated that if Mrs. Young felt it would be better to provide the whole warrant process in its entirety and it will include these policies, that would be fine.

Commissioner Battles asked Mrs. Young to provide, for the next meeting, the policy that was voted upon two years ago and make sure that all of these concerns are included in that policy.

There was additional discussion regarding the changing of warrants and initialing any changes made to the warrants.

Commissioner Battles stated the issue regarding line item transfers is just proposed for the Board to review and address. Commissioner Battles stated that the concern Commissioner Walker has with this particular policy is that she is afraid if the Board does not allow the Fiscal Office to make a change when it needs to be done, during the end of year, the Board might be in situation that could cause problems. Mrs. Young stated that the Fiscal Office is not allowed to make changes. The Fiscal Office fills out the paperwork, they are not allowed to make changes until after a vote is taken by the Executive Committee. Commissioner Battles stated his idea is that before the paperwork is processed, the elected official should process a line item transfer. It should originate with the elected official. Mrs. Young stated yes it should. Commissioner Battles stated that this is an educational process. It would make the elected official accountable for his/her budget. Mrs. Young stated the transfer originates from the department heads (all way through the third quarter). In the fourth quarter, after they have given the Fiscal Office all their account payables and said this is all we are going to use, the rest of it is free money, you pick it from anywhere. That is where the Fiscal Office comes in, they just pick a line, because we are past the point of the Department Head now managing those lines because they have now said they do not need them any more. Commissioner Battles stated that the issue would still remain, for example, the County Attorney's office, the medical examiner's overexpenditures, should we choose one particular line item or another. Commissioner Battles stated his theory is that if an elected official is responsible for their budget, they should make that call. Mrs. Young responded as long as there is time, she agrees. There was additional discussion regarding the warrant process and the Fiscal Office being able to do their job. Commissioner Battles stated that this was only

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a proposal. He stated that he has contacted Mr. Hart, Mrs. Stacey and Sheriff Vetter and they all have feelings on how they would like to do this as well. Mrs. Young asked Commissioner Battles if they were willing to be called at home during year end when there is deadline to get these expenditures into the Delegation. Commissioner Battles stated that maybe an exception should be made for year end. Commissioner Battles stated he feels it is the elected officials call, not the Commissioners. Mrs. Young stated that the Fiscal Office does not want to make the call. Commissioner Battles suggested that when Mrs. Young comes back to the Board with the changes for the warrant procedures that she bring suggestions with her regarding the overexpenditures. Commissioner Battles stated he did not plan to make a motion on line item transfers without the elected officials present.

Commissioner Battles stated that classes are needed where the County can bring people up to date on fund accounting. He stated he thinks there is a fundamental misunderstanding about what fund accounting is and what accruals are, these issues need to be addressed.

Commissioner Barka stated there were bids to be opened for fund accounting:

- Munis - Computer Center Software
- Blackbaud
- US LAN Systems Corp.
- Salmon Falls Computer - No Bid
- Needham Systems Assoc.
- Automatic Data Processing
- Compusense Inc.
- Data Solutions

Commissioner Barka moved that Mrs. Young shop the bids and come back to the Board with her recommendation. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated were bids to be opened for Worker's Comp:

- Sedgwick James
- Constitution State

Commissioner Barka stated that these bids would be opened in his office and the Board would review them.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Woodside

Mr. Woodside recommended to the Board that the air conditioning re-bid be awarded to Palmer & Sicard, not to exceed \$290,000.00.

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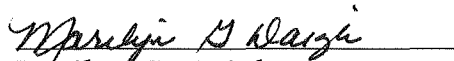
Commissioner Walker stated in her letter that she does not feel the need to go outside. Commissioner Battles agrees with the letter. Commissioner Barka stated that how can something be decided before it is posted? Mr. Charron stated it should be posted today.

Mr. Sturtevant asked the Board to acknowledge the RFP for transportation and allow him to discuss the bidder's intention with the bidder. Commissioner Battles made the motion to allow Mr. Sturtevant to discuss the RFP bid with the bidder to ascertain his intentions. Commissioner Barka seconded the motion.


Mr. Sturtevant asked that the census for the Nursing Home be put into the records, 297 with 24 applications for admission.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:06 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,


Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,


Thomas Battles, Clerk
Rockingham County Commissioners
/mgd

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Date 10-23-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
January 29, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioner Barka and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Chairman Barka called the meeting to order at 10:00 AM and recessed until 12:00 NOON.

Commissioner Barka stated that the purpose of this meeting was bid openings only.

Commissioner Barka stated there were bids to be opened for beef for the Nursing Home:

Associated Grocers of New England

Commissioner Barka moved to accept the bid and have Mr. Sturtevant review it. If, after Mr. Sturtevant has reviewed and finds that the bid should be awarded, we will allow him to do so.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Barka moved to adjourn at 12:14 PM.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Thomas Battles
Thomas Battles, Clerk
Rockingham County Commissioners
/mgd

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Commissioner Walker stated that Mr. Woodside had a bid waiver that needed signatures also.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker adjourned the meeting at 1:11 PM.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
February 14, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Sheriff Wayne Vetter; High Sheriff, Mr. Ernest Woodside; Director of Maintenance, Mr. Gene Charron; House of Corrections, Mr. William Sturtevant; Administrator of the Nursing Home, Ms. Dawn Barnes; Human Services, Mrs. Robyn Wojtusik; Cooperative Extensive, Mr. Anthony Green; County Attorney's Office and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation.

Chairman Barka called the meeting to order at 8:35 AM.

REPORT FROM HUMAN SERVICES - Ms. Dawn Barnes

Ms. Barnes wanted to confirm the next Grant Review date with the Board. The Board decided to wait for Commissioner Battles to arrive before setting the date.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that he sent out requests to different companies for prices of ammunition. Sheriff Vetter stated that the reason for doing this is because companies are raising their prices 25%. Commissioner Barka asked Sheriff Vetter if he had received any responses. Sheriff Vetter stated he has received two responses, Gulf State, which appears to be the cheapest. He stated that he had spoken with Hillsborough County Sheriff's Department and they indicated that used Riley's for ammunition purchases.

Commissioner Walker asked Sheriff Vetter to prepare a waiver and send the quotes that he received along with an explanation as to why a waiver is needed.

There was discussion regarding the bidding process and where bids should originate. Sheriff Vetter suggested that the bidding process be returned

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to the Division Directors and then have the Commissioners make the final decision regarding the bid award.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wotjusik

Mrs. Wotjusik asked for a status of the bid waiver she submitted to the Board on Monday. Commissioner Walker stated that one more signature is needed.

Mrs. Wotjusik stated the Delegation voted to create a committee to study land resource and water management. Mrs. Wotjusik suggested utilizing people from UNH. The reason UNH is on the committee is that they will provide an overall, unbiased opinion.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that the people from Grinnell Sprinkler System have been here since last week installing the sprinklers into the closets.

Mr. Woodside stated that Palmer & Sicard have been here to look at the layout and design for the air conditioning system.

Mr. Woodside stated that he will be meeting with the company who has been testing the chloride in the water. He stated the meeting is scheduled for 1:00 today. This will allow them to finish their final draft of the results of the chloride readings with the salt. He stated that after the draft is completed, he will bring the results to the Board for their review.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 298. There is one resident in the hospital, 18 applications for admission and 90 people in the Adult Day Program.

Mr. Sturtevant recommended that the beef bid be awarded to Associated Grocers as the low bidder in the amount of \$1.05 per pound.

Commissioner Walker moved that the beef bid that was opened on Monday, February 12, 1996 be awarded to Associated Grocers for a \$1.05 per pound. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended to the Board that the eggnog bid be awarded to Ross Products as the low bidder in the amount of \$.2441/serving.

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Mr. Sturtevant recommended to the Board that the instant breakfast bid be awarded to Jordan's in the amount of \$.17907/serv., bulk (vanilla) and to Donahue Brothers in the amount of \$.307/serv. for individual packets (vanilla) as low bidders.

Mr. Sturtevant recommended to the Board that the orange juice bid be awarded to Turner Dairy in the amount of \$1.02 per carton as the low bidder.

Mr. Sturtevant recommended to the Board that the 6 oz. frozen juice bid be awarded Shaheen Brothers in the amount of \$.11/serv. for apple juice and \$.10/serv. for orange juice as the low bidder.

Mr. Sturtevant recommended to the Board that the 32 oz. glass bottle juice be awarded to JP Food Service in the amount of \$5,434.80 for 420 cases of apple juice and \$2,333.52 for 168 cases of prune juice as the low bidder.

Mr. Sturtevant recommended to the Board that the 4 oz. frozen juice bid be awarded to Shaheen Brothers in the \$9598.20 for the year, as the low bidder.

Commissioner Walker made the motion that the following bids be awarded as recommended by Mr. Sturtevant as low bidders:

Eggnog - Ross Products - \$.2441/serving
Instant Breakfast (vanilla) bulk - Jordans - \$.17907/serv.
Instant Breakfast (vanilla) individual - Donahue Brothers -
\$.307/serv.
Orange juice - Turner Dairy - \$1.02/carton
6 oz. frozen apple juice - Shaheen Brothers - \$.11/serv.
6 oz. frozen orange juice - Shaheen Brothers - \$.10/serv.
Apple Juice (420 cases) - \$5,434.80 and Prune Juice (168 cases) -
\$2,333.52 - JP Food Service
4 oz. frozen juice - Shaheen Brothers - \$9,598.20.

Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker made the motion to authorize the Chairman to sign on behalf of the Board, the Nursing Home Application for license renewal. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant stated that at the last meeting in January an RFP was opened for privatization of transportation for the Adult Day Program. Mr. Sturtevant stated that one proposal was received and the vendor who submitted the proposal changed the specifications without the knowledge of the Board. Mr. Sturtevant recommended that the RFP be rejected and

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we start again. Commissioner Walker stated that when we start over, the phrase "We reserve the right to reject any and all proposals" be added. Commissioner Walker made the motion that the Board reject the RFP for privatization of transportation for the Adult Day Program. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant reminded the Board that absentee balloting will be taking place tomorrow for the presidential primary.

Mr. Sturtevant gave the Board the service contract, from BDS for the computers in the Nursing Home, for their review and signature. Mr. Sturtevant stated that some things have been removed from this contract based on their original price. Mr. Sturtevant stated this includes some software and hardware.

Mr. Sturtevant stated he had a request for non-public session.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron stated that the population of the jail is the same as reported on Monday.

Mr. Charron stated he would request that the Board allow him to continue the search for a Deputy Superintendent. There was additional discussion regarding the placement of another ad for the position.

Mr. Charron stated that Mr. Wright has been promoted to Captain.

Mr. Charron stated we are now preparing for May 19 when National Health Care will be here to do an audit of the medical department. Mr. Charron stated he felt the jail will be in very good shape.

Mr. Charron asked the Board for a status report of the Williams Communication contract. He stated that this was sent over the first of the year. There was discussion regarding Williams Communication being the only vendor (with adequate response time) that handles this equipment.

There was discussion regarding the high cost of contracts and the possibility of hiring someone (in-house) to service various equipment within the County.

Mr. Charron stated that the last issue he had to bring before the Board was the organization plan that was readjusted where the position was downgraded to an Account Clerk III, this is now current. Commissioner Walker stated that this should not have been done at the Personnel Committee meeting because the Commissioners did not know this was to

take place prior to the meeting. The Commissioners had agreed that any changes in job descriptions of the Commissioners' employees would come first to the Commissioners and the Commissioners would present it to the Personnel Commission.

Commissioner Battles stated that Commissioner Walker had spoken with him about it. He stated that there were two Commissioners at the meeting. In a sense, the Commissioners did know, but he feels the point Commissioner Walker is trying to make is that the Commissioners have to vote it before it is placed on the Personnel Commission Agenda.

Commissioner Walker stated she asked Mr. Charron to bring in the revised chart so there is a record of what the Personnel Commission had voted.

Commissioner Walker moved that the Commissioners approve the revised organization chart of the House of Corrections. Commissioner Battles seconded the motion and all voted in favor.

There was discussion regarding what departments need prior approval from the Commissioners for position upgrades prior to it being presented to the Personnel Commission and why the procedure is this way. All departments under Commissioners' control or supervision must come to Commissioners before it is placed on the agenda. Only elected officials can put position regrades on Personnel Commission agenda.

REPORT FROM THE COUNTY ATTORNEY - Mr. Tony Green

Mr. Tony Green stated he was present only to observe.

REPORT OF THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey gave the Board a copy of a letter from Commissioner Stan Arnold regarding daily deposits.

Mrs. Stacey stated she is waiting for a meeting with Commissioner Arnold. She stated that Commissioner Arnold is supposed to come to the office. She stated that she has spoken with Mr. Orr and Judie from the Fiscal Office so all can meet with Commissioner Arnold together. Mrs. Stacey stated that nothing has been arranged. This procedure will be in effect by March 1.

Mrs. Stacey stated she had put in two bid waiver requests on January 9; one for Eastman Kodak renewals and the other one was for the OCE plan printer.

Mrs. Stacey informed the Board that she went over to the new Courthouse to plot out her space. She stated that the Registry has 200 square feet

less space in the new Courthouse than in the existing Courthouse. Commissioner Barka stated that the Registry had the same work area. Mrs. Stacey stated that was incorrect. There was additional discussion regarding the space at the new Courthouse and that the Registry will make do with the space that is available.

Mr. Woodside stated he was at the Courthouse and was informed by Jim, who is charge of the Courthouse, that if anyone from the Registry of Deeds or County Attorney has any intentions of going down to the Courthouse to please notify him for approval. Mr. Woodside stated that if anyone from the County goes into the building and gets it dirty, he will receive a bill for cleaning and he is not going to pay it.

Commissioner Walker asked Mrs. Stacey about some furniture that belongs to outside entities and is being used in the Registry of Deeds. Commissioner Walker stated this furniture was put in the building years ago. This came to the Commissioners' attention last year that there is private furniture in the Registry of Deeds.

Commissioner Walker moved that the Commissioners write the individuals or the companies that put the furniture in to advise them and ask them if they would like to donate the furniture to the County so that it becomes County property or if they don't want to donate it to make arrangements for the removal of the furniture when the Registry moves. Commissioner Battles seconded the motion for discussion.

Commissioner Battles stated that he does not see the point in writing another letter. They have been written to in the past. Commissioner Battles stated that a letter was written back when the telephones became an issue. They were asked to remove the furniture at that time. Mrs. Stacey indicated that the letter came from her office. There was discussion regarding some items that have been donated to the County.

Commissioner Battles stated he wanted to amend the motion. Commissioner Battles moved that the Board reference the previous letter and that this is a concern of the Board that any furniture that does not belong to the County will not be moved to the Courthouse and that these people be given a deadline in which to respond. Mrs. Stacey stated she would contact these people. Commissioner Walker stated that all property belongs to the Commissioners. The Board will send them a formal letter saying the Board will send a tax letter back saying that this donation can be deducted from their income tax or whatever, if they want to donate the equipment. That would be the simplest thing. If they do not want to donate the equipment then they have to make arrangements to remove it.

There was no second to Commissioner Battles' motion to amend.

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The Board met regarding the waiver of residency requirement.

Those present in the third session were Commissioners Barka, Walker and Battles, Mr. William Sturtevant; Nursing Home Administrator and Mrs. Marilyn Daigle; Administrative Assistant to the Commissioners.

The Board met regarding a legal issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91 A:3 (c), (d), Commissioner Walker moved to go out of Non-Public Session at 10:02 AM on a Roll Call vote. Commissioner Battles seconded and all voted in favor.

Commissioner Walker made the motion that the residency requirement for Paul Kornochuck be waived. Commissioner Battles seconded and all voted in favor.

Commissioner Walker made the motion that the residency requirement for the individual from Illinois not be waived. Commissioner Battles seconded and all voted in favor.

Commissioner Walker made the motion that the lien on the property of Mary Brygider in Exeter not be released. Commissioner Battles seconded the motion and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 10:05 AM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

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Date 10-23-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
February 26, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioner Barka, Mrs. Nancy Lang; Assistant Administrator of the Nursing Home and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Chairman Barka called the meeting to order at 1:00 PM. Commissioner Barka stated that the purpose of this meeting was bid openings only.

Commissioner Barka stated there were bids to be opened for pork for the Nursing Home:

LaValley Meats - \$1.61 per pound
Poultry Products - \$1.68 per pound
Associated Grocers - \$1.57 per pound

Commissioner Barka stated that there were three bids. Associated Grocers was low bidder at \$1.57 per pound. Commissioner Barka stated that the bid for pork was being awarded to Associated Grocers today because this price will be effective for today.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Barka moved to adjourn at 1:05 PM.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Thomas Battles
Thomas Battles, Clerk
Rockingham County Commissioners
/mgd

msd
Date 10-23-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
March 11, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Sheriff Wayne Vetter; High Sheriff, Mrs. Cathy Stacey, Register of Deeds, Mr. Ernest Woodside; Director of Maintenance, Mr. Gene Charron; House of Corrections, Mr. William Sturtevant, Administrator of the Nursing Home, Mrs. Diane Gill; Human Services, Mrs. Jayne Jackson; Staff Accountant, Mr. Roy Morrisette; Director of Personnel and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation and Representative Dave Welch.

Chairman Barka called the meeting to order at 1:08 PM.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill reported to the Board that after the reconciliation of the State's Business Management Office records for the intermediate nursing care line that they owe the County a credit of \$318,000.00.

Mrs. Gill gave the Board a copy of House Bill 1577.

REPORT FROM THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson stated she needed to ask the Board for authorization of the Chairman to sign the dental contract with EBPA. There was discussion regarding the Commissioners reviewing contracts prior to the meetings.

Commissioner Battles stated that he would move that the Board authorize the Chairman to sign on behalf of the Board pending Commissioner Walker's approval. Commissioner Barka seconded the motion. Commissioner Barka told Mrs. Jackson to give the EBPA contract to Commissioner Walker for her approval and/or denial.

Commissioner Walker stated that this has been a consistent problem. She stated that contracts should not be given to the Commissioners at a Commissioners meeting and the Commissioners be expected to sign

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them. Contracts should be given to the Commissioners to review prior to the meetings. Commissioner Battles stated he agreed.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that the only item he had was the vehicle lease that was signed. He stated a motion is needed to allow the Chairman to sign the lease on behalf of the Board.

Commissioner Walker stated that the Bid Waiver was signed that the Board would be part of the State's bid.

Commissioner Walker moved that the Board allow the Chairman to sign the lease for vehicles on behalf of the Board, to allow the Sheriff to inspect and accept and/or reject the vehicles and to authorize Don Reddon to act as legal counsel for this transaction. Commissioner Battles seconded and all voted in favor.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that the sprinkler system project in the Fernald I and Fernald II closets is completed.

Mr. Woodside stated the Board has a copy of the air conditioning schedule. The work has begun. The company is working in the Underhill section. This project is moving along fairly well.

Commissioner Battles moved that the organization chart that Mr. Woodside gave to the Board be accepted. Commissioner Walker seconded the motion and all voted in favor.

Mr. Woodside stated there were bids to be opened for light fixtures. They were as follows:

- Seamans
- Graybar Electric
- Yale - faxed bid
- Rockingham Electric

Commissioner Battles moved that Mr. Woodside shop the bid and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

Mr. Woodside stated he would like to purchase/lease vehicles for the Nursing Home and for the Jail. He asked the Board for direction. Commissioner Barka stated he would like to see this go out to bid. Mr. Woodside stated that the vehicles he is looking at are a station wagon to

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replace Car 9 for the Nursing Home and a twelve passenger van for the Jail. Mr. Woodside stated that there is money budgeted for these vehicles for a three year lease.

Sheriff Vetter stated that he would work with Mr. Woodside and Mr. Charron in becoming a part of the lease that the Sheriff's Department is using for its vehicles.

There was discussion regarding bid waivers and their status.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 295. There are three residents in the hospital, two deaths over the weekend, 2 admissions scheduled for Tuesday, 25 applications for admission and 89 people in the Adult Day Program.

Mr. Sturtevant gave the Board a bid waiver for their review for maintenance of the autoclave in the Nursing Department.

Mr. Sturtevant stated there were bids to be opened for linen baskets:

TotalMed
Redline
Medline

Commissioner Walker moved that the Mr. Sturtevant shop the bid. Commissioner Battles seconded the motion and all voted in favor.

Mr. Sturtevant stated that Mr. Woodside provided him with a copy of the report regarding the water sample. He stated that the water is clear of chloroform. Mr. Sturtevant stated that letters will be sent to all the families informing them that the water is clear and we are returning to normal operation.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron stated that he received a petition from the inmates regarding the water. Mr. Charron stated he has addressed this petition and the problem has been resolved.

Mr. Charron gave the Board a copy of stats at the House of Corrections.

Mr. Charron stated that the population at the jail is 222. There are:

2 Federal prisoners
11 State prisoners
25 on work release

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10 females
13 outside the facility
in house population 209.

Mr. Charron stated that Chief Sypek, the Londonderry Fire Chief, is looking for inmates to paint the firehouse. Mr. Charron stated that Chief Sypek has stated he would be willing to supervise and possibly provide transportation to and from the job.

Commissioner Walker stated that on the 2nd of February, 1996 the Board approved an organizational chart for the House of Corrections.

Commissioner Walker moved that the Board approve the revised chart with the corrections as were requested. Commissioner Battles seconded the motion and all voted in favor.

REPORT OF THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey asked the Board if it needed an organization chart from her. Commissioner Walker stated only if changes are being made within her department.

There was discussion regarding why there was a need for organizational charts and why Mr. Dodge has requested these charts.

Mrs. Stacey gave the Board a copy of the listing of receipts on the tax stamps to date.

Mrs. Stacey stated that there is meeting on Friday with the Department of Revenue in regards to the Administrative Rules Committee. The Department has already instituted the automatic withdrawal from Merrimack County, Hillsborough County and Belknap County. When Mrs. Stacey went to the meeting for the Rules, the Committee was not aware that this had already been instituted. Everybody was told to cease. She stated she did not know if Mr. Orr gave the Board a copy of the letter that came from DRA. We were told not to do automatic direct deposit to the State, pending their findings at their meeting on Friday.

There was discussion regarding the rescheduling of Mr. Monahan. Commissioner Walker stated that this would be rescheduled.

Mrs. Stacey asked about the time frame of the bids for the copier and the disk space to go out for the Deeds Office. The Administrative Assistant to the Commissioners responded that the bids are ready and waiting for signatures.

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Commissioner Walker stated that Mr. Monahan called and canceled the meeting. He had indicated that the main reason he wanted to meet was for an extension on the lease at the Courthouse. Commissioner Walker stated that the State's lease only goes through March 30, 1996. She also stated that she wanted to discuss with the Board extending the present lease contract for the old Courthouse through the end of June or until whatever date the State wishes to extend the lease past March 30, 1996. Commissioner Battles stated why not extend the lease on a month to month basis. Commissioner Walker stated that there is money budgeted through the end of June for maintenance. If the lease runs past June 30 then the Board has to look somewhere in the budget to transfer money. Commissioner Walker stated that she wanted the Board to officially agree to extend the lease, if that is what Mr. Monahan wants.

Representative Welch stated that if in fact the funding is a problem, as the Board has indicated, keep in mind that we are likely to have a convention at some point to settle the correction officers issue. At that point if the Board has reason to believe that there may be a problem, it should be addressed at that time, perhaps including an appropriation for the revenue that will be coming in so that it can be applied toward that. Representative Welch stated that that would be the appropriate way to do that. Commissioner Walker stated that the Board could extend the lease in 3 month segments, if that is what the State needs to do, or month segments.

Representative Welch stated that for the Board's information there was a meeting in the Governor's office involving the Veteran's Home, who have an interest in the courthouse. He stated that what he thinks they want to do is to see if there is any possibility of getting into the building with Mr. Woodside and have an architect determine whether or not it has any use to the Veteran's Home. If the answer is no, then there is no prospect there. Representative Welch stated he thinks they are interested in taking a further look at the building.

Commissioner Barka asked Representative Welch for a status report regarding the Visiting Nursing. Representative Welch stated he is having Mrs. Hurley draft a letter to the Board to see if this matter can be discussed at the next public meeting. Mr. Sturtevant stated that they were not sold, they have merged. There was no exchange of money. They still maintain their not for profit status.

Commissioner Walker made the motion to extend the Courthouse lease to at least June 30. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker stated that the Board has entered into a lease for the mediation program in Portsmouth to occupy new headquarters. They

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will be moving Monday and Tuesday. She stated that the lease has been signed by the Board.

Commissioner Walker moved that the Administrative Assistant II position in the House of Corrections be changed to Account Clerk III and the Commissioners put this change on the agenda for the Personnel Commission meeting on Thursday. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker moved that the grade for the Director of Social Services be changed from 15 to 16, the Director of Physical Therapy be changed from 15 to 17, Director of Food Service be changed from 15 to 17 and Director of Environmental Services be changed from 14 to 16, Geriatric Nurse Practitioner be changed from 16 to 18 and Director of Nursing from 17 to 19 and that these upgrades be put on the agenda for the Personnel Commission meeting on Thursday and the changes for the Nursing Home will be implemented on the employee's anniversary date, not immediately. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker moved that for the Thursday meeting of the Personnel Commission that the Commissioners put on the agenda a new job description for Social Worker III for the Nursing Home. Commissioner Battles seconded the motion and all voted in favor.

Mr. Sturtevant requested that on the positions for the Nursing Home it should be clarified that this will be effective on their anniversary dates.

There was discussion regarding the indemnification of Robert Ducharme in a pending lawsuit against the County, while he was an employee of the County. Commissioner Walker moved that the Board indemnify Robert Ducharme while he was an employee for the County. Commissioner Battles stated he would seconded the motion for discussion. He stated he wanted to know Mr. Hart's position regarding this issue. Commissioner Walker stated that he has signed his approval. Commissioner Battles also asked what the process was for indemnification. Commissioner Walker stated that this does not go to the Delegation, only the Commissioners vote. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Battles stated that about a month ago the Commissioners were talking about developing a handbook for County officials. At that time he was reviewing the warrant process as one of the items to be included in this handbook. Commissioner Battles stated that Commissioner Walker came to him with some information from other counties as to administrative functions and she thought the Commissioners office should be addressed first before they take on other offices and their handbooks. He stated that Commissioner Walker

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provided him with something that another County has done and it has been tailored for Rockingham County. It is a rough draft. He just wanted to pass it out to everybody for their review, comments, changes, whatever.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II, (c) on a roll call vote. Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 2:10 PM.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
MARCH 11, 1996

The Board of Rockingham County Commissioners met in Non-Public session under RSA Chapter 91A:3 ii, (c) on a roll call vote. Those present in the first session were Commissioners Barka, Walker and Battles, Sheriff Wayne Vetter and Mr. Roy Morrisette; Director of Personnel.

The Board met regarding a personnel issue. There was no decision made by the Board.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91 A:3 (c), Commissioner Walker moved to go out of Non-Public Session at 2:20 PM on a Roll Call vote. Commissioner Battles seconded and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:21 PM. Commissioner Barka seconded the motion and all voted in favor.

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Respectfully submitted,

Marilyn G. Daigle

**Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners**

Approved by,

Jane Walker

**Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd**

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REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 297. There are two residents in the hospital, 1 admission scheduled for Tuesday, 21 applications for admission and 92 people in the Adult Day Program.

Mr. Sturtevant reported that there were bids to be opened for preventative maintenance - refrigeration equipment:

Delta Mechanical
Harris Environmental System
Dowling Corporation

Commissioner Barka suggested that that Mr. Sturtevant shop the bid and come back to the Board with his recommendation.

Mr. Sturtevant reported that there were bids to be opened for provisions:

Shaheen Brothers

Commissioner Battles arrived at the meeting.

Hallsmith-Sysco
Alliant Food Service
Jordan
NorthCenter

Commissioner Battles moved that Mr. Sturtevant shop the bid and award the bid to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant there was one bid to be opened for beef:

Poultry Products

Commissioner Battles moved that Mr. Sturtevant shop the bid and award the bid to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant stated that he would recommend to the Board that the linen basket bid that was opened at the last meeting be awarded to Medline for \$152.45/set. Commissioner Battles made the motion to award the linen basket bid to Medline for \$152.45/set. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside gave the Board an overview of the chloride report results.

There was discussion regarding a proposal from a developer who intends to put in low income housing in Brentwood, near the Complex, and how the water issue would affect this development.

The Board determined that the Hydrogroup, the company which prepared the chloride report, would meet with the Commissioners and the Long Range Planning Committee on April 1 to discuss the report and develop a plan of action.

Mr. Woodside stated he had a bid waiver to be signed by the Board allowing him to purchase lawn mowers and sundries from Sam's Club. Mr. Woodside stated that Sam's had the best price for these items.

Mr. Woodside recommended to the Board that the bid, for light fixtures that was opened at the last meeting, be awarded to Seaman's Supply in an amount not to exceed \$7,453.32. Commissioner Battles moved that the light fixture bid be awarded to Seaman's Supply in an amount not to exceed \$7,453.32. Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board a copy of stats at the House of Corrections.

Mr. Charron stated that the population of the jail is 229. There are:

- 97 Pre-Trial
- 132 Sentenced
 - 1 Federal prisoner
 - 12 State prisoners
 - 24 on work release
 - 12 females
 - 15 outside the facility
- in house population 214.

Mr. Charron stated he had a bid waiver for uniforms. He indicated he would send the form to the Commissioners Office for signatures.

Commissioner Battles asked Mr. Charron for a status report on the RFP for food service. Mr. Charron stated he had sent the RFP to the Commissioners Office for processing.

Commissioner Battles stated that Commissioner Walker has given him a note stating that she does not support this RFP going out for bid. Commissioner Battles moved that the RFP for Food Service for the House of Correction go out as soon as possible. Commissioner Barka seconded the motion and all voted in favor.

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Mr. Charron stated he had put in a request in his budget for two computers. He is aware that a bid is going out and doesn't want to be getting something that isn't compatible with everyone. He does not know what he needs. Commissioner Battles moved that the computer bid be tabled until everybody who is affected has been consulted. Commissioner Barka seconded the motion and all voted in favor.

Mr. Morrisette stated he had an issue for non-public session.

REPORT FROM THE COUNTY ATTORNEY - Attorney William Hart

Attorney Hart stated he had several things under new business.

Commissioner Battles stated he had spoken with Bob Gainor regarding various lawsuits against the County. Commissioner Battles stated that Bob Gainor doesn't have a clue as to what is going on with them. Commissioner Battles asked Attorney Hart if he knew what was going on with these lawsuits. Attorney Hart stated he is aware we have been sued but he stated that his office hasn't been copied on those. Attorney Hart stated that his office receives service of the suit and then refers to the Commissioners office as there are two choices that can be made. In most cases the County uses the insurance coverage that is available. In some cases, over the last year and two months, we have made Robert Gainor available to the County in certain situations. But if we don't get copied back as to what the decision is, which happened in these particular cases we don't know what is going on.

Commissioner Battles stated the Commissioners are supposedly going to be using Bob Gainor as our lawyer, correct? Attorney Hart stated that was true in certain cases. Commissioner Battles stated that the Commissioners are not copying the County Attorney's office on any of memos regarding the cases that the County has. Attorney Hart stated that in the last couple of cases that is in fact the case. Commissioner Battles stated that it was his understanding that the Insurance Exchange has been corresponding only with one Commissioner, as Commissioner Walker is the only Commissioner who meets with them to discuss policies, although all Commissioners are aware of the meetings. Attorney Hart stated he did not know. Commissioner Battles moved today that from now on we make the Insurance Exchange aware that they need to contact all Commissioners and to copy Bob Gainor at the County Attorney's office. Attorney Hart stated that part of the issue here is that in Federal District Court and State Courts there are specific time lines for responding to pleadings. If those time lines aren't met, more money is likely to be spent in filing motions to deal with those things appropriately. Frankly, in Federal District Court it is very difficult to remove a default motion, once it is has been entered. Commissioner Battles asked Attorney Hart if we were at default on either one of these.

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get things on the agenda. Commissioner Battles asked Sheriff Vetter if he had any problem with removing any unruly people. Sheriff Vetter stated he would need more money. Commissioner Battles moved that the Administrative Codes be accepted. Commissioner Barka stated he is not ready to accept them. There are a couple of things in there that he thinks should be changed but not much. It is a good job Commissioner Battles did. Commissioner Barka stated that there are some things that should be changed or talked about. Commissioner Battles asked how long does Commissioner Barka want to table this. Commissioner Walker won't be back until May. Do you want to wait until May. Commissioner Barka stated we have waited 100 years we can wait another couple of weeks. Commissioner Barka stated there is no County Administrator. There are two or three things that need to be changed prior to accepting the Codes.

Attorney Hart stated there was an issue on the agenda with regard to the service contract for the County Attorney's telephones. Attorney Hart stated the issue was that Commissioner Walker was making an attempt to centralize the service contracts and use one provider. That is what we intended to do this time with our phones. Given the fact that the move has been postponed, it might be wise, and the company has allowed us to do this, to continue the service contract on a quarterly basis which they have billed us for. That allows them to revisit the issue every three months to revisit the issue.

Commissioner Battles asked Mr. Hart if he was referring to service contracts, referring to the memo of 1994 from Henderson, Walker and Barka stating that all service contracts have to be centralized. Attorney Hart stated that memo and Commissioner Walker's discussions with the individual. Commissioner Battles asked Attorney Hart if he would check into whether one Board can bind another in this regard. Commissioner Barka stated yes you can. Commissioner Battles stated that if the intent is to save money he understands it. But the intent doesn't seem to be to save money. What he hears people saying is that they are sick of being jacked around in service contracts. It is more of an issue of power than it is an issue of money. He is tired of it. Attorney Hart stated that in this particular case the easy thing to do is to continue with the service contract. Commissioner Battles stated he would sign it but he would like to know if we have to continue doing this to people. Sheriff Vetter asked if there was a service contract with ICS. Mr. stated no. Sheriff Vetter stated so his phones are not under a service contract. He asked Mr. Woodside why do we not have a service contract with ICS. Commissioner Battles asked if anybody had a service contract with ICS. Mr. Woodside stated no. Commissioner Battles stated that is his point. Sheriff Vetter stated he thought his phones were under a service contract. He stated he would have a service contract on his phones if he was doing it himself. Now he just finds out he doesn't have a service contract. If no one knew

the County did not have a service contract, they must not be having any trouble with the phones to need the contract.

Mr. Hart stated there was a request on March 7 from Commissioner Walker with respect to additional phone lines. He stated he did not know whether that reflected additional phone lines going into the new building or not. If that is the case, we have directed all of our information to Mr. Woodside so he has everything we need with respect to all lines. Mr. Woodside indicated that he has all the information.

Commissioner Battles asked Mrs. Stacey if she was all set with the phone lines. Mrs. Stacey stated that Mr. Woodside has all of her information for the phone lines in the new Courthouse. In the old building she is just waiting for her stuff to go on Sprint. Mrs. Stacey stated she has only one line on Sprint, everything else they said they can't find.

Mr. Woodside stated that the Board of Commissioners has a report on this issue as well as Judie Milner who has been part of this. That issue is mind boggling but we did finally get a company who is doing all of that research to conclude as to where all of those phone lines are. Within the next thirty days he will get that report back. Mrs. Stacey asked Mr. Woodside if Sprint was doing this. Mr. Woodside stated that Sprint was the company that came in and couldn't find the phone lines. There was extensive discussion regarding the phone lines and the location.

REPORT OF THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she wanted the Board to know that she went to the Association of Counties meeting on Friday and with regards to Commissioner Arnold and the DRA wanting a daily deposit. Mrs. Stacey stated that as the Board is aware, Commissioner Arnold was stopped in his tracks about a month and half ago because he didn't go through the proper channels. Mrs. Stacey stated that Commissioner Arnold no longer wants to deal with the Register of Deeds Association. He has decided he is going to deal directly with John Disco because he doesn't want to deal with us. Mrs. Stacey stated that the bottom line is Commissioner Arnold has not wanted to meet them half way. Mrs. Stacey stated that the Association has made a counteroffer that the Registry would do bi-weekly deposits. They are going to be sending him a letter and there is a Hearing before the Administrative Rules Committee on April 19. Mrs. Stacey stated that Mr. Arnold wants daily deposits. Mrs. Stacey stated that this would be a lot work and that Mr. Arnold expects the County to eat the fee for the daily wiring which is about \$15 or \$17 every day.

Mr. Welch asked Mrs. Stacey if this came under a mandate. Mrs. Stacey stated an unfunded mandate. Mr. Welch stated he would like a report on this meeting.

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Mr. Sturtevant stated that Senator King from Coos County was at the meeting and he is preparing a list of questions for this meeting.

REPORT FROM THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson stated she was here for her bid waiver on the BTOS system.

The Board signed a bid waiver for the BTOS system.

The Board signed bid waivers and contracts for the Nursing Home for the Dentist and the Medical Director.

Commissioner Battles gave the Board a copy of a request from an insurance company that called him. Commissioner Battles did not inform the insurance company that they must report to all three Commissioners and Attorney Gainor as he stated earlier in the meeting. They have an interest in coming to the County and offering a variety of different programs to the employees at the employees' expense. They would like to come in and make a proposal to the employees. Commissioner Battles stated he would like to have come to the Personnel Commission and talk to the Commission on May 2. Mr. Morrisette stated that the County really needs to look at this because already two companies sell life and disability plans. Commissioner Battles asked what they do? Mr. Morrisette stated that they come in and meet with the new employees. Then they come around and do updates and allow people to sign up. Commissioner Battles asked if this was open to anybody who wants to do it or is this with all companies. Mr. Morrisette stated that is for the two that are authorized by the County. There was discussion regarding payroll deductions being maxed out. Commissioner Battles made the motion that National Benefit Communications be allowed to come to the Personnel Commission on May 2, 1996 to make a presentation regarding their services. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles made the motion that Commissioner Barka serve on the Special Study Committee of the Long Range Planning Committee. Commissioner Barka seconded the motion and all voted in favor.

There was discussion regarding the Williams Communication contract for the Jail. Commissioner Battles moved that the contract for Williams Communication be signed. The motion was not seconded.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Battles made the motion to go to Non-Public Session under RSA 91A:3 II, (c) on a roll

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call vote. Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 2:14 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
MARCH 25, 1996**

The Board of Rockingham County Commissioners met in Non-Public session under RSA Chapter 91A:3 ii, (c) on a roll call vote. Those present in the first session were Commissioners Barka and Battles, Mr. William Hart and Mr. Roy Morrisette; Director of Personnel.

The Board met regarding a personnel issue. There was no decision made by the Board.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91 A:3 (c), Commissioner Barka moved to go out of Non-Public Session at 2:20 PM on a Roll Call vote. Commissioner Battles seconded and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:21 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

msd
Date 10-23-96

Commissioner Barka recommended that Sheriff Vetter shop the bid and come back to the next meeting with his recommendation.

Commissioner Barka stated there were bids to be opened for the Maintenance Department for confined space entry equipment:

Safety Equipment Inc.
Waste Inc.
PJ Equipment
USA Blue Book
Miller Equipment
Safety Equipment, Inc.

Commissioner Barka recommended that Mr. Woodside shop the bid and come back to the next meeting with his recommendation.

Commissioner Barka stated there were bids to be opened for the Maintenance Department for steel trench shields:

Jordan Equipment Co.
Bunc Industries Inc.
Efficiency Production Inc.

Commissioner Barka stated there were bids to be opened for the House of Corrections for cell bunks:

HCI Craftsman
ATD American Co.
Van Nordeen Co.

Commissioner Barka recommended that Mr. Charron shop the bids and come back to the next meeting with his recommendation.

Commissioner Barka stated there were bids to be opened for the Nursing Home for milk for the contract period 5/1/96 - 5/1/97:

West Lynn Creamry
Turner's Dairy
Lago & Sons Dairy Inc.
Laural Farms Dairy

Commissioner Barka recommended that Mr. Sturtevant shop the bids and come back to the next meeting with his recommendation.

Commissioner Barka stated there were bids to be opened for the Nursing Home for eggs for the contract period 5/1/96 - 5/1/97:

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**Shaheen Brothers
Dorothy Egg Farms
Jaskolka's Egg Farm Inc.**

Commissioner Barka recommended that Mr. Sturtevant shop the bids and come back to the next meeting with his recommendation.

Commissioner Barka stated there were bids to be opened for pork for the Nursing Home:

**Poultry Products
Cambridge Packing
LaValley Meats
Associated Grocers**

Commissioner Barka recommended that Mr. Sturtevant shop and award the bid to the lowest bidder or the one in the best interest of the County.

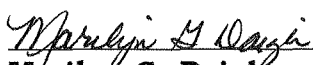
Commissioner Barka stated there were bids to be opened for paper for the Nursing Home:

**Joseph Gartland Inc.
Central Paper
Portsmouth Paper
Banner Systems
TotalMed**

Commissioner Barka recommended that Mr. Sturtevant shop and award the bid to the lowest bidder or the one in the best interest of the County.

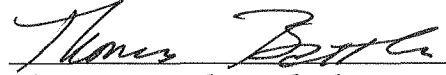
There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Barka moved to adjourn at 1:28 PM.

Respectfully submitted,



**Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners**

Approved by,



**Thomas Battles, Clerk
Rockingham County Commissioners
/mgd**

msd
Date 10-23-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
April 22, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Battles, Mr. William Sturtevant; Nursing Home Administrator, Mr. Ernest Woodside; Director of Maintenance, Mr. Gene Charron; Superintendent House of Corrections, Sheriff Wayne Vetter; High Sheriff, Mrs. Cathy Stacey; Register of Deeds, Mr. Don Reddon; Sheriff's Department, Mrs. Jayne Jackson; Staff Accountant and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation, Representation from Multimedia Systems, Representation from Marriott Corporation and Marc Fortier; Foster's Daily Democrat.

Chairman Barka called the meeting to order at 1:05 PM.

Commissioner Battles moved that the Board fund the grants as recommended by the Grant Review Board as follows:

Northwood Police Department: DARE	\$ 2,000.00
Child and Family Services: Family Skills Program	21,000.00
Community Diversion Program	8,000.00
Families First	15,000.00
Juvenile Intake Officer	4,086.08
Rockingham County Parent/Child Mediation	33,881.00
YMCA/Camp Lincoln (Camperships)	10,000.00
Ecumenical Transportation/SAU 21	3,000.00
(to be encumbered pending reports due)	
TOTAL	\$96,967.08

Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that the next Grant Review will be held on May 9.

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REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill gave the Board her monthly reports.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter asked Mrs. Gill what the incentive funds were for. Commissioner Battles stated these funds are strictly used for Human Services.

Sheriff Vetter stated that the only item he has was the bid for bullet proof vests.

Sheriff Vetter recommended that the bid for bullet proof vest be awarded to Neptune Police Supply as they were the low bidder. Commissioner Battles moved that the bullet proof vest bid be awarded to Neptune Supply as the low bidder. Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson has nothing to report to the Board.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that for the Board's information, last Thursday there was a meeting with the County Attorney and the Registry of Deeds. The official moving dates are 6/14 and 6/15 for the County Attorney and 6/21 and 6/22 for the Registry of Deeds.

Mr. Woodside stated that the other item which should have been put on the agenda was awarding the steel trench shield and for confined space entry equipment.

Mr. Woodside recommended awarding the steel trench shield bid to Jordan Equipment in the amount of \$2,130.00 and the confined space entry equipment bid to Safety Equipment for \$2,058.45. Commissioner Battles moved that the steel trench shield bid be awarded to Jordan Equipment in the amount of \$2,130.00 and the confined space bid be awarded to Safety Equipment in the amount of \$2,058.45. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that we have memos that say the County owns the furniture at the Courthouse. We have memos from the Clerk's office at the Courthouse that we own the furniture. Commissioner Battles stated that he has a memo stating that the State owns the furniture. Mr. Woodside stated that the Board has a copy of a letter that he sent to both

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the Clerk of Courts and to the Register of Probate asking them for a list of all the furniture that was County owned. Accordingly they sent a list of all the furniture back with a cover sheet indicating that to the best of their knowledge this furniture is County owned furniture. Mr. Woodside stated that the Commissioners' Administrative Assistant has a copy of that furniture which is considered as County assets.

Commissioner Barka asked Mr. Woodside to provide the Commissioners a copy of this furniture list.

There was additional discussion regarding ownership of the furniture at the Courthouse.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 287. There are three residents in the hospital. There are 29 applications for admission. There are 87 in the Adult Day Program.

Mr. Sturtevant stated that bids were opened last week for annual milk bid. The bidders were as follows:

Lago & Sons	\$154,615.76
Turner Dairy	\$137,163.00
Laurel Farms	\$139,621.07
West Lynn Creamery	\$145,654.08

Mr. Sturtevant recommended awarding the milk bid to Turner Dairy, as low bidder, in the amount of \$137,163.00.

Commissioner Battles moved awarding the annual milk bid to Turner Dairy, as low bidder, in the amount of \$137,163.00. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant stated that there were two bidders for eggs:

Jasloska	-\$.19 dozen
Dorothy Eggs	-\$.16 dozen

Mr. Sturtevant stated that this is the market price.

Mr. Sturtevant recommended awarding the egg bid to Jasloska, as low bidder, in the amount of -\$.19 a dozen.

Commissioner Battles moved awarding the egg bid to Jasloska, as low bidder, in the amount of -\$.19 a dozen. Commissioner Barka seconded the motion and all voted in favor.

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Commissioner Barka stated that he is glad the County was able to give New Hampshire companies the bids.

Mr. Sturtevant wanted to remind the Board that on Friday he will be at a meeting at UNH with people from the Health Policy Planning Department. Mr. Sturtevant stated that they are working with the State and Robert Wood Johnson Foundation on long-term care insurance coming into the State of New Hampshire and they want to meet with us about that. Mr. Sturtevant stated that was also a meeting with Lee Bezanson, who is the new Director of Long Term Care Services.

Mr. Sturtevant stated that on Monday, April 29 he will be at a meeting in Hillsborough County regarding what is happening with long term care in New Hampshire, area managed care and rate setting.

Mr. Sturtevant stated he had an issue for non-public.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron reported that the total population is 231, 94 pre-trial, 137 sentenced. Of which 32 out on work release, 12 State prisoners, 18 females. The total for in house is 210.

Mr. Charron stated that he has received a request from Belknap County for motorcycle week, to house up to 32 sentenced inmates. Mr. Charron stated that he can't take all 32. He indicated that he has given them a commitment for 10 and should the population drop, we might be able to help them out further. Commissioner Battles stated that his only concern is that it doesn't place the County over the 215 cap. If this occurs this agreement should be contingent upon Belknap County carrying the medical insurance while they are in our facility.

There was additional discussion regarding the cost of meals. Commissioner Battles stated he doesn't mind doing this as long as the issue of insurance (liability) is clarified.

Commissioner Battles asked about the status of State inmates. He stated in looking at the contract. He stated that we haven't done anything with this. Commissioner Battles stated he wants a contract to create revenue. Mr. Charron stated that he is short of housing. He stated that he has 18 females and 14 State prisoners. That is going to be a problem.

Commissioner Battles stated that maybe it is a problem also because we haven't aggressively pursued bringing State inmates in.

Mr. Charron stated that if you are going to take State prisoners you are going to need the space. If you look at the cell space now reference E, F and G block, those are your sentenced blocks, we are tight.

Commissioner Battles asked Mr. Charron what the capacity for inmates was. Mr. Charron responded 336. Commissioner Battles stated we have 231. You have the capacity to take 105 more. Commissioner Battles stated this is revenue. Mr. Charron stated it is more manpower. There was additional discussion regarding the current inmate population.

Commissioner Battles stated that the County has a cost analysis study that shows that without significantly changing our variable cost we could increase the capacity to 250 to 280. He stated he doesn't see why we can't pursue creating revenues. Commissioner Battles stated he is asking Mr. Charron to come back with a contract that the Board can sign and make sure that the classification problem is rectified.

Commissioner Battles asked Mr. Charron about the 32 that are out on work release and what type of revenue the County receives from this. Mr. Charron indicated that he did not have the figures but did indicate that revenue is climbing each year.

Commissioner Battles asked Mr. Charron if the County could do a co-pay for the insurance for the inmates while they are housed at the HOC. Mr. Charron stated he will look into this and get an answer for the Board.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she is running into a little bit of problem with regards to the move and her black box, which is her computer. It has been suggested to her to take out a special insurance rider for the movement of that box from Exeter to Brentwood. Mrs. Stacey indicated that she thought it would be cheaper that seeing we have a policy for all the inventory throughout the County. Mrs. Stacey asked the Board if she could have the information regarding who the insurance policy is with so she can find out if the County is covered or does she have to take out a special rider.

Mrs. Stacey asked the Board what the status was regarding her software bid waiver. The Administrative Assistant gave her a signed copy of the bid waiver.

Mrs. Stacey asked about putting out a bid for paper county wide. Mrs. Stacey indicated that she received a quote from APCO for \$21.95 case. She indicated that the State was very high. Commissioner Battles asked the Administrative Assistant to look into the coordination of a paper bid.

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Commissioner Barka stated there were bids to be opened for the Jail for maxon radios:

Ossipee Mountain Electronics
Page Communication
Twin State Electronics
R & R Communications
Thor Electronics
TCS

Commissioner Battles moved that Mr. Charron shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated there were bids to be opened for an RFP for Food Service at the Jail:

Marriott
Republic Management Corp.

Commissioner Battles moved that Mr. Charron shop the RFP and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Mr. Charron stated that he would like to review this RFP with Mr. Sturtevant.

Commissioner Battles stated there were bids to be opened for computer equipment for the Commissioners Office, Human Services, Jail, Sheriff's Department and the Nursing Home:

MultiMedia Systems
Amdex - No Bid
DJ's Computer System
Sytek
Satler
Keenan
Turbotek
C-Pass Corp.
NECB
Salmon Falls
Stateline
Cocci
Integrated Systems

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Commissioner Battles moved that all departments involved get together and shop the bid and come back to the Board with their recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated there were bids to be opened for Increased Disk Space for the Registry of Deeds:

- Amdex - No Bid
- Multimedia - No Bid
- Softmart - No Bid
- Computer Hut - No Bid

Mrs. Stacey stated she had two informal bids. Commissioner Battles stated that she get ahold of them and tell them get the bid in.

Commissioner Battles stated there were bids to be opened for copiers for Maintenance, Sheriff's Department, Commissioners, Registry of Deeds:

- Locke - Fax
- Offtech
- Taft
- Conway
- SBM
- Danka
- Cameron
- UBM
- Century Copiers
- Nashua Tech
- Pitney Bowes

Commissioner Battles moved that the appropriate departments get together and shop the bid and come back to the Board with their recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that there were bids to be opened for software for the Nursing Home:

- Sarig Assoc.
- GeriMenu
- C-Bord

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion.

mgd
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**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
APRIL 22, 1996**

The Board of Rockingham County Commissioners met in Non-Public session under RSA Chapter 91A:3 ii, (c) on a roll call vote. Those present were Commissioners Barka and Battles, Mr. William Sturtevant and Mr. Roy Morrisette.

The Board met regarding a personnel issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 (c), Commissioner Barka moved to go out of Non-Public Session at 2:20 PM on a Roll Call vote. Commissioner Battles seconded the motion.

The Board decided to allow employees from the Nursing Department donate their vacation and/or holiday time to the individual who has no sick, holiday or vacation time available.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:25 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Thomas Battles
Thomas Battles, Clerk
Rockingham County Commissioners
/mgd

COMMISSIONERS MEETING
MAY 13, 1996

Commissioner Battles made the motion that the Board reject the Factfinder's Report, specifically indicating agreement on issues in the summary numbered 2, 3, 8, 10, 11, 12, 13, 14, 15, 17, 19 and 20.

The Board's disagreement is with issues in the summary numbered 1, 4, 5, 6, 7, 9, 16, 18 and 21. Further, the Board thinks that in #1 and 16, the references seem to be in error.

Listed below are the reasons for rejection:

- #1 There is a mistake in the recommendation. The Factfinder should have referred to Recommendation 4 instead of 5.
- #4 The work schedule - we maintain that it is the Management's prerogative regarding the scheduling. Should the Superintendent choose to solicit information from employees that is permissible but we do not feel that should be in the language of the contract.
- #5 The Board does not agree with a new Committee.
- #6 & #7 Supervisors not being allowed to fill in on the shifts. The County feels that the language that the Union is using is that the County would always use people on board, working to fill the next shift if there is a vacancy and not allowing somebody, either off duty or a Supervisor, to come in is a liability to the County. Someone that works 16 hours is not as fresh, their judgment could be deterred. The County thinks that to fill in for vacancies, either calling in somebody from off duty or using Supervisory personnel in emergencies, would be less costly, liability wise to the County.

Commissioner Battles stated that having a Supervisor work from time to time with the other Correctional Officers is a management prerogative in an effort to help train as well as keep Supervisory personnel involved in the day to day workings of the facility.

- #9 Sick days - The Factfinder is requesting that the County pay each employee at the end of the year up to nine sick days, if they have not used those days. The County's contention is and has always been that sick days are not an entitlement. Sick days are there for the benefit of the employee if they are sick and for the County to pay nine days for the employees would cost the County approximately \$50,000, first year.

Commissioner Battles stated that if this were a practice that the County was to institute Countywide, it could cost approximately \$288,000. This figure is based on full time employees only.

- #16 The recommendation is that the County provide short term and long term disability for the employees. The estimated cost that the Board has for the 69 employees at the House of Correction would cost for short term and long term \$16,000 for 69 employees. Should this be given to all employees, it would be a very significant increase. Commissioner Walker stated she received a call from Mr. Morrisette that the Municipal Association could not

give us, without additional information, on the spur of the moment, it would be based on how many employees it was, the total, it would take a period of time to calculate the cost if we chose to give short term and long term disability to all the employees.

There is a mistake in the recommendation. The Factfinder should have referred to Recommendation #9 instead of 10.

- #18 Wages - The salary scale that that Union has in their projections, the Board is rejecting because the entry level is less than what the County had anticipated or wanted to give. It also is based on the number of years of employment. It has no relation to how well the employee does and nothing is based on evaluation. The Union wanted to be placed on the pay scale by the number of years and be given an automatic step increase regardless of evaluation. The County's contention is that the employees be placed on the salary scale with the same criteria that all employees are placed and that the evaluation be a part of whether they receive the step increase or not.

Commissioner Battles stated that if the County were to use the Union's proposal that would essentially be going back and reversing all previous evaluations and it would be rebargaining their previous contract and the percentages that were made in the previous contract. What constitutes their present pay is based upon the previous evaluations and the previous contract, money that they contracted for. The County's proposal does allow for paying the majority of the employees which are the new employees a greater amount of money and the Union's proposal would ask the County to start employees at less money and to give employees that have been here a long time receive more money.

- #21 Duration of the Contract - If this was accepted the conditions would start on July 1, 1995. By the time the County gets a contract ratified, would probably be at least June or July of 1996 which is already one year into it. A three year contract, starting in 1995 is only giving the County two more years. The County would like to have the contract go at three years from the time we accept it.

Commissioner Battles stated that what the County would be doing was should the Board go along with this was agreeing to all retro which is something that the County has not agreed to as a Board.

Commissioner Walker seconded the motion and all voted in favor.

mgd
Date 10-23-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
May 13, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. William Sturtevant; Nursing Home Administrator, Mr. Ernest Woodside; Director of Maintenance, Mr. Gene Charron; Superintendent House of Corrections, Sheriff Wayne Vetter; High Sheriff, Mrs. Cathy Stacey; Register of Deeds, Ms. Dawn Barnes; Human Services, Mrs. Theresa Young; Fiscal Officer, Mrs. Jayne Jackson; Staff Accountant, Robyn Wojtusik; Cooperative Extension and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation and Representative David Welch.

Chairman Barka called the meeting to order at 1:02 PM.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

Mrs. Wojtusik stated that only item she had was to the Board know that their Legislative event will be June 10 at Stratham Hill Park. The invitations are going out today. The Commissioners will be getting their invitations soon.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that he needed the approval of the Board for authorization to purchase the phones for the Registry of Deeds and County Attorney at the new Courthouse from NYNEX.

Mr. Woodside asked the Board for a status of the copier bids. Commissioner Walker stated that the Commissioners have received the third recommendation. The decision will be made within the next two weeks.

Mr. Woodside stated that Hydrogroup request needs approval. This is part of the \$500,000 project.

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REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 298. There are two residents in the hospital. There are 20 applications for admission. There are 92 in the Adult Day Program.

Mr. Sturtevant stated that last week the Nursing Home had their annual Medicare/Medicaid survey. The team arrived last Monday and left Thursday. Mr. Sturtevant stated that the results were very good. There were six deficiencies. These were minor deficiencies. These deficiencies were of a paperwork nature. Some of the forms were filled out improperly. Mr. Sturtevant stated that in the safety area, the rollers on the doors were a little loose.

Mr. Sturtevant stated that if the Nursing Home were under last year's process, he believes there would have been zero deficiencies.

Mr. Sturtevant stated that the survey team was very complimentary of dietary and the professionalism of the staff. Mr. Sturtevant stated this was a very stressful week. Mr. Sturtevant stated that on Friday everybody had a chance to unwind. There was an ice cream smogsboard for staff.

Mr. Sturtevant stated that this week is National Nursing Home Week. Mr. Sturtevant informed the Board of the various events that will be taking place, such as the Residents' Tea, Staff Appreciation Day, announcement of the Resident of the Year, 4-H Fashion Show, etc.

Mr. Sturtevant stated that the Food Service software bid that was opened at the last meeting needs to be rejected and sent back out to bid. Commissioner Walker made the motion to reject the Food Service software bids and to resend the bids. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker asked Mr. Sturtevant to provide the Board with a written synopsis of the deficiencies found by the Survey Team.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated he has given his recommendation to the Board for the computer bid. Commissioner Walker stated she wants to review the bids.

Sheriff Vetter stated he has four cruisers that need to go away. He stated that in the past these vehicles have been traded in. Commissioner Walker asked Sheriff Vetter for a list of the vehicles with the mileage and serial numbers. Commissioner Walker stated she wanted to look County wide to see if there was any use for these vehicles. Sheriff Vetter stated

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that Mr. Woodside has looked at these vehicles and he is not interested. Sheriff Vetter asked if these vehicles could be sold and the funding used to purchase additional equipment. There was discussion regarding the use of these funds should the cars be sold. There was discussion regarding trading the vehicles for equipment, i.e., cars for cages. Commissioner Walker stated there was no problem as long as the solicitation was done throughout the County.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron reported that the total population is 232, 102 pre-trial, 130 sentenced. Of which 36 out on work release, 6 Federal prisoners, 14 State prisoners, 15 females. The total for in house is 215.

Commissioner Battles asked Mr. Charron for a status report regarding the Federal prisoners who were exposed to a contagious disease. Mr. Charron stated that the tests came back negative. He stated that the costs for these tests is picked up by the Feds.

Mr. Charron stated he was concerned with pre-trial inmates who come out positive. He stated he needs to come up with a plan on how to deal with inmates who test positive on contagious diseases. Commissioner Battles stated that he thought EMSA addressed this issue and was looking into this issue.

Mr. Charron stated that the first project community was the Londonderry Fire House. The inmates have painted the inside of the fire bay. Londonderry is ecstatic. Mr. Charron stated he has received a request from Derry to beautify the landfill. He stated that he has a request from East Kingston, Sandown has requested inmates as well as Deerfield. Mr. Charron stated that Epping is also showing an interest but he has not received anything in writing.

Mr. Charron stated he has had signs made up which says "Rockingham County Tax Dollars at Work".

Commissioner Walker asked why aren't the inmates painting the new Human Resources and Delegation offices. Commissioner Battles suggested that Mr. Woodside contact Mr. Charron to see what kind of details can be worked out to help the Maintenance Department.

Mr. Charron stated that the bid that went out for bunk beds, as he began to ask for more beds, the price began going down. He stated that he found a vendor, ATD American, that does not install. The price that he received for the beds was unbelievable. Mr. Charron stated he would like to ask that the bids be declined and go with the furnished bid and use a local welder for installation. Commissioner Battles moved to decline the

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bids for the bunk beds. Commissioner Walker seconded the motion and all voted in favor. Commissioner Battles moved to put the bunk beds back out to bid, separated with installation and furnishings only.

Mr. Charron stated he wanted to accept ATD American's proposal of \$779. Commissioner Walker suggested that we wait until we get a figure as to how much it is going to cost for the welding in order that we can see what the figure will be. Once this information has been received, we can send out a Request for Proposal to see how much it will cost for a welder. Then we can waive bid for the individual bunks, if the price of the welding plus the bunk is cheaper than installation.

Commissioner Battles stated it would be faster to request the information over the phone. Commissioner Walker stated a verbal request for proposal would be ok provided that sections of the entire County are covered. Mr. Woodside and Mr. Charron will call the welders for a proposal.

Mr. Charron stated that last week there was a CO graduation. Nine of our officers were certified. They did excellent, the lowest score out of the nine was 95. We had four who scored 100.

Mr. Charron stated a team will coming in on Friday regarding the accreditation of the medical department.

Commissioner Barka asked Mr. Charron to be available Monday, May 20 at 1:00 for Union negotiations.

Commissioner Walker asked Mr. Charron to give the Administrative Assistant a list of the names of the people who graduated and the Board will write a congratulations letter.

Mr. Charron stated that the volunteer night that he held went well. This was to thank everyone who comes in to the Biblestudy, AA, etc. There was also an employee appreciation.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey gave the Board two contracts she wanted them to have in advance. She will asking for bid waivers.

Commissioner Battles asked Mrs. Stacey about the abstractors and the telephones. Commissioner Battles asked Mrs. Stacey if there was any County that has pay phones for abstractors use. Mrs. Stacey stated that Merrimack County is the only County with pay phones for abstractors.

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Commissioner Walker stated that her contention is that you have a select group of people who are getting paid for their service and they are using the County phones and the County lines at the County expense. Commissioner Barka stated that these people do not receive that money. Commissioner Walker stated that it is not the County's decision to decide how much the abstractors get paid. The point is we have a select group of people that is using County equipment and County phones for their own private personal use. Commissioner Barka stated that they make \$1.5 for the County. Commissioner Walker stated that they would make a \$1.5 for the County whether we provide the phone lines or not. Mrs. Stacey stated that she had put in the phone, the new system will not be answered by Mrs. Stacey's employees. The system will direct it right over to the phones in the vault. This will alleviate the problem of personnel picking up the phone and paging. Commissioner Walker stated she is not dealing with personnel. The phone lines coming in, cost \$50.00 a month, the telephone cost \$250 to purchase. If this is for a select group of people, that only the abstractors are in that area and they are the only ones that are going to be using that phone. Mrs. Stacey stated anybody can use the phone. Commissioner Battles asked if long distance calls could be made from the phones. Mrs. Stacey stated that no calls can be made out at all.

There was additional discussion regarding the number of phone lines and employees answering the phones for abstractors and how this has decreased because the abstractors are using a beeper program.

Mrs. Stacey stated that she is asking for the exact same number of phone lines. Commissioner Battles stated that this is an elected official's prerogative.

Commissioner Walker stated she wanted to check the RSA that says it is illegal to use County property for personal use. Commissioner Battles stated she could look at the RSA but he was going to vote for the request. Commissioner Walker stated that when the abstractors are using County phones to do their personal business, to make a living, it is personal use. Mrs. Stacey stated that this is helping the public. Commissioner Walker stated that it is a segment of the public. Mrs. Stacey stated that if she, as a member of the public, called the Registry of Deeds office and say my husband is there he is looking up something on my title, or he is meeting somebody there, can he be paged. Yes and he can use that public phone. The only difference between that and a pay phone is that she doesn't want anybody being able to make calls out on those phone lines. Other Registries allow them to. Commissioner Walker stated that pay phones allow people to call out.

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Commissioner Walker stated she wanted to double check with the County Attorney regarding the legality of the public using County phones and lines.

Commissioner Battles asked Mrs. Stacey what the issue was regarding Sprint. Commissioner Walker stated that this issue is being addressed.

Commissioner Walker moved that the Board fund the grants as follows:

Boy Scouts of America	\$ 3,750.00
UNH Cooperative Extension	\$ 5,670.00
Raymond Recreation Program	\$16,536.00
Woodbury School Salem	\$ 3,160.00
Brentwood Recreation Program	\$ 3,250.00
Upper Room	\$ 9,600.00
Total	\$41,966.00

Commissioner Walker also moved to fund the following grants conditionally. Once these conditions are met that they be awarded:

Nottingham Recreation Department	\$ 4,500.00
Community Diversion Program	\$15,000.00
Sanborn School District	\$ 5,936.00
Raymond Recreation Program	\$ 8,000.00
Rockingham Community Action	\$ 7,000.00
Total	\$40,426.00

Total Grant Award \$82,392.00.

Mrs. Barnes stated that she wanted to clarify Commissioner Walker's issues regarding Community Diversion Program. Mrs. Barnes stated there were no conditions on that grant other than she was to received 1/2 of the money. Commissioner Walker stated that the information that Commissioner Battles gave Commissioner Walker at the end of the grant review, she felt should have been known at the beginning of the meeting, possibly the vote would have been different or the discussion would have been different, had the panel known there was another agency who wanted to do the same thing. Commissioner Battles stated they were declined at the first meeting, completely. They did not get their stuff in on time (the other operation). Commissioner Walker stated she was not aware that there was somebody else making a proposal to do the same thing. Commissioner Battles stated they made a proposal at the last grant review. It was denied because it was a duplication of services. Then they asked to be allowed to make another proposal after the deadline. Commissioner Walker stated that if you have two programs and

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one is a duplicate of effort and you are going to deny Proposal A and then you are going to allow for additional staff in Proposal B, increase this proposal B so that Proposal B can do what Proposal A had said they wanted to do. Commissioner Battles stated that one said they wanted to do it at \$36,000. This one wants to do it at \$15,000. The \$15,000 is additional dollars for a part time person; the \$36,000 was not more than the original proposal plus the \$15,000 additional monies. Commissioner Battles stated that the one for \$36,000 did not get in by the deadline.

Commissioner Walker stated that she wanted additional leverage to try and make both individuals coordinate the program. Commissioner Battles stated that is what has been done. There was discussion regarding the parties meeting and working out an agreement.

There was discussion regarding all conditions that were set forth at the grant review be continued and that the parties continue to talk to each other.

Commissioner Battles seconded the motion to approve the grants. He abstained from voting on the award for Community Diversion. All voted in favor.

Commissioner Battles moved, upon the recommendation of Mr. Woodside, that employee #952 be terminated. Commissioner Walker seconded the motion in accordance with the law. Commissioner Barka stated he voted no. Two were in favor of the termination and one was against.

Commissioner Battles made the motion that the Board reject the Factfinder's Report, specifically indicating agreement on issues in the summary numbered 2, 3, 8, 10, 11, 12, 13, 14, 15, 17, 19 and 20.

The Board's disagreement is with issues in the summary numbered 1, 4, 5, 6, 7, 9, 16, 18 and 21. Further, the Board thinks that in #1 and 16, the references seem to be in error.

Listed below are the reasons for rejection:

- #1 There is a mistake in the recommendation. The Factfinder should have referred to Recommendation 4 instead of 5.
- #4 The work schedule - we maintain that it is the Management's prerogative regarding the scheduling. Should the Superintendent choose to solicit information from employees that is permissible but we do not feel that should be in the language of the contract.
- #5 The Board does not agree with a new Committee.

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#6 & 7 Supervisors not being allowed to fill in on the shifts. The County feels that the language that the Union is using is that the County would always use people on board, working to fill the next shift if there is a vacancy and not allowing somebody, either off duty or a Supervisor, to come in is a liability to the County. Someone that works 16 hours is not as fresh, their judgment could be deterred. The County thinks that to fill in for vacancies, either calling in somebody from off duty or using Supervisory personnel in emergencies, would be less costly, liability wise to the County.

Commissioner Battles stated that having a Supervisor work from time to time with the other Correctional Officers is a management prerogative in an effort to help train as well as keep Supervisory personnel involved in the day to day workings of the facility.

#9 Sick days - The Factfinder is requesting that the County pay each employee at the end of the year up to nine sick days, if they have not used those days. The County's contention is and has always been that sick days are not an entitlement. Sick days are there for the benefit of the employee if they are sick and for the County to pay nine days for the employees would cost the County approximately \$50,000, first year.

Commissioner Battles stated that if this were a practice that the County was to institute Countywide, it could cost approximately \$288,000. This figure is based on full time employees only.

#16 The recommendation is that the County provide short term and long term disability for the employees. The estimated cost that the Board has for the 69 employees at the House of Correction would cost for short term and long term \$16,000 for 69 employees. Should this be given to all employees, it would be a very significant increase. Commissioner Walker stated she received a call from Mr. Morrisette that the Municipal Association could not give us, without additional information, on the spur of the moment, it would be based on how many employees it was, the total, it would take a period of time to calculate the cost if we chose to give short term and long term disability to all the employees.

There is a mistake in the recommendation. The Factfinder should have referred to Recommendation #9 instead of 10.

#18 Wages - The salary scale that that Union has in their projections, the Board is rejecting because the entry level is less than what the County had anticipated or wanted to give. It also is based on the number of years of employment. It has no relation to how well the employee does and nothing is based on evaluation. The Union

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wanted to be placed on the pay scale by the number of years and be given an automatic step increase regardless of evaluation. The County's contention is that the employees be placed on the salary scale with the same criteria that all employees are placed and that the evaluation be a part of whether they receive the step increase or not.

Commissioner Battles stated that if the County were to use the Union's proposal that would essentially be going back and reversing all previous evaluations and it would be rebargaining their previous contract and the percentages that were made in the previous contract. What constitutes their present pay is based upon the previous evaluations and the previous contract, money that they contracted for. The County's proposal does allow for paying the majority of the employees which are the new employees a greater amount of money and the Union's proposal would ask the County to start employees at less money and to give employees that have been here a long time receive more money.

- #21 Duration of the Contract - If this was accepted the conditions would start on July 1, 1995. By the time the County gets a contract ratified, would probably be at least June or July of 1996 which is already one year into it. A three year contract, starting in 1995 is only giving the County two more years. The County would like to have the contract go at three years from the time we accept it.

Commissioner Battles stated that what the County would be doing was should the Board go along with this was agreeing to all retro which is something that the County has not agreed to as a Board.

Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker stated that she is waiting for a response from the County Attorney's office regarding compensation for past employees testifying on behalf of the County.

Commissioner Battles stated there were bids to be opened for:

Automatic floor scrubber for the Nursing Home:

George T. Johnson
SCS Saniclean Systems
Michael Belamy Health Care
Central Paper
Arnold Clements
Tirrell

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Mr. Sturtevant stated that this is supposed to be a voluntary reduction. They are supposed to come up with some incentives. Mr. Sturtevant stated that the western side of the State is over-bedded. They have empty beds and are unable to fill them. Here in the southern part of the State, the seacoast, we are under-bedded. We don't have enough beds. Mr. Sturtevant stated that the standard for number of Nursing Home beds in the State is 55 per 1,000 people at the age of 65. National standard is 50 beds per 1,000 people at the age of 65. What they are trying to do is bring nursing homes up to the National Standard. They are also supposed to be creating these other programs that will keep people at home longer. Commissioner Walker stated that if they reduce the beds and don't create a program then you have people who are in hospitals instead of nursing homes. Mr. Sturtevant stated that the hospitals have another little project going where they want to be able to have sub-acute beds which are technically long term care beds and we are objecting to that because they then become competition with the nursing homes.

Mr. Sturtevant stated that the Commissioner may develop and administer a pre-admission screening program to keep people out of nursing homes that do not belong there. This is something that the counties have been suggesting for the past two years. We go back to that gatekeeping system, that should help keep some of the costs down. Mr. Sturtevant stated that the cost you have to watch out for is how are they going to compensate those people who reduce beds and do the counties have to pay for that.

Mr. Sturtevant stated that they are changing the definition for the aid in permanently and totally disabled. That is to determine the disability, standards of substantial gainful activity as used by the Social Security Act shall apply including all workings under provisions including impairment related plans and studies of permanently and totally disabled. They are going back to the old definition. Mr. Sturtevant stated that this should help Mrs. Gill's budget.

Mr. Sturtevant stated that this bill also involves issues regarding children. Mr. Sturtevant stated that he did pick up two paragraphs regarding County reimbursements, they would change RSA 169 B and amend RSA 160 G:A-a to read County payments due under RSA 169 B:40, C:27 and 169 I:17 shall be paid to the Department of Health and Human Services on a monthly basis within 30 days of the notice of the amount due to the State. Delinquent payments under these chapters with an interest rate of 12% per annum may be recovered by action in a court of competent jurisdiction, the political subdivision liable thereof. He stated he was not sure if this was something that was already in existence. There was additional discussion regarding this bill as it pertains to juveniles who have been arrested and will be held at the House of Corrections until a parent or guardian picks them up.

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There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Walker moved to adjourn at 3:02 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

HW
Date 1-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
May 23, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Walker and Battles, Mrs. Nancy Lang-Assistant Administrator of the Nursing Home Administrator, Mr. Ernest Woodside-Director of Maintenance, Mr. Gene Charron-Superintendent House of Corrections, Sheriff Wayne Vetter-High Sheriff, Mrs. Cathy Stacey-Register of Deeds, Mrs. Theresa Young-Fiscal Officer, Mr. Roy Morrisette-Personnel Assistant, Mrs. Robyn Wojtusik-Cooperative Extension and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Vice Chairman Walker called the meeting to order at 1:06 PM.

SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that he wanted the Board to know that his Department will be assisting Belknap County during motorcycle week, June 14, 15, 16. Sheriff Vetter stated that the County will bill Belknap County for the deputies' time as well as any cruisers. Sheriff Vetter stated that he is not going to embarrass the Sheriff of Belknap or the County Commissioners by asking them to sign a contract. He stated that this money has been appropriated by Belknap County Delegation.

Commissioner Battles moved to honor the agreement between the Rockingham County Sheriff's Department and the Belknap County Sheriff's Department to provide mutual aid without a written contract for June 14, 15 and 16. Commissioner Walker seconded the motion and all voted in favor.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that material is starting to come in for the water project for the wells. The construction will start on Tuesday.

Mr. Woodside stated that the air conditioning in sunporches of Underhill I and II will be completed next Wednesday. This project is going along very well.

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Mr. Woodside stated that he wanted to recommend awarding the municipal fire alarm bid. He stated there were two bidders, P & H Alarm and RB Allen.

Mr. Woodside recommended awarding the municipal fire alarm bid to P & H Alarm in the amount of \$7,375. Commissioner Battles made the motion to award the municipal fire alarm bid to P & H Alarm in the amount of \$7,375. Commissioner Walker seconded the motion and all voted in favor.

Mr. Woodside recommended awarding the vehicle lease for the Nursing Home and House of Corrections to Hampton Ford as the low bidder,

Taurus Wagon	\$17,151.00
Club Wagon	\$24,071.00
Fee	\$ 300.00
Total Lease Price	\$41,522.00

This does not include the interest and \$1.00 buyout at the end of the lease. The way that this lease has been worked out with the Fiscal Office will result in a \$500 savings.

Commissioner Walker asked Mrs. Young what the amount is the County is paying the first year. Mrs. Young stated \$11,000 for the first year payment. Mrs. Young stated that Ford Motor Credit gave an interest rate of 6.15%.

Commissioner Battles moved that the vehicle lease for the Nursing Home and House of Correction be awarded to Hampton Ford for a total lease price of \$41,522 and that the Fiscal Office continue checking to see if the County can get an interest rate lower than 6.5%. Commissioner Walker seconded the motion and all voted in favor.

Mr. Woodside stated that the Club Wagon will be in tomorrow.

Mr. Woodside recommended awarding the string trimmer bid to Kingston Enterprises in the amount of \$1,259.70 for six string trimmers. Commissioner Battles stated he wanted to hold off on awarding this bid until next week.

REPORT FROM THE NURSING HOME - Mrs. Nancy Lang

Mrs. Lang stated there were bids to be opened for pork:

Associated Grocers

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that one of the problems is that when immigrants come in, it is required that they receive H & P, mantoo testing. The results are read within 48 hours. If the test comes up positive, they have to have an x-ray. Mr. Charron stated that the Department of Immigration is picking up that cost. Mr. Charron stated that he is worried about that infectious individual that comes in with TB. He stated that he has a salesman coming down to show the County this thing that they put in a cell where you can take that infectious individual, isolate them, then cleans the air. Commissioner Battles asked Mr. Charron if we had to bring on any more people to cover these. Mr. Charron stated no. He stated that HOC is in pretty good shape but he is watching daily the population. He stated he was worried about this weekend because starting Friday, the partying is going to start. This is officially the first holiday. He stated you are going to have your beach goers. Hampton is probably going to go foolish and it may not. There is always that potential. There was additional discussion regarding the amount of inmates each block will hold.

Mr. Charron stated that last Friday the House of Correction had a very intense audit of the health care. He stated that the HOC did pass. The jail will be accredited. The team checked every notch. They met 64 out of the 68 requirements. The 4 deficiencies have been taken care of. He stated that he is walking on cloud 9.

Mr. Charron gave the Board a rough draft on the work and correctional industries. This is for work release, the work detail that we have outside. He is asking for input on the draft. Anything that the Board comes up to please let Mr. Charron know and then he can revise it. He stated he tried to cover everything, but if anything is missing, please let him know.

Mr. Charron stated that the outside detail crew in Sandown picked up 172 bags of trash in a 2 1/2 mile stretch. Mr. Charron stated that the Chief of Police in Sandown will be sending a letter regarding the detail clean up. Mr. Charron stated that the Chief is absolutely ecstatic.

Mr. Charron stated that outside inmate duty will be starting in Derry on Tuesday, working at the landfill.

Mr. Charron stated that he feels that this is going to work out very positively for the County.

Commissioner Walker asked Mr. Charron to check the roster to see if there was any inmates who are good in air conditioning and heating.

There was discussion regarding using inmate labor to paint and repair the ceiling at Cooperative Extension.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

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be done and then the company can come in and make a presentation. There was discussion regarding the departments' individual requests.

Mrs. Stacey stated that at the last meeting there was discussion regarding the computer tables that she had put out to bid. She stated she toured the Courthouse facility to see if there were any tables available. She stated there are no tables. They only have work stations. She stated she wanted to award the bid to give the company adequate time. She also stated that the low bidder was \$1,820. She does not want to award them the bid. They are located in Pennsylvania. She stated she wanted to award the bid to a company in Nashua. Their bid was \$1,920. They will bring these tables to the Courthouse and set them up. The company in Pennsylvania will only ship them and they do not guarantee delivery by June 24. Commissioner Battles moved that the Board award the computer table bid award to Equipment Environments in the amount of \$1,920. Commissioner Walker seconded the motion and all voted in favor. Commissioner Walker did request that next time Mrs. Stacey provide the Board a copy of her recommendation prior to the meeting.

Commissioner Battles stated that the Commissioners were beat up by the Delegation regarding the telephone situation. Commissioner Battles stated that he heard from Betsy Coes that Mrs. Stacey does not support putting in four lines at County expense. Mrs. Stacey stated that is not what she is doing. Mrs. Stacey stated that she believes there is mass confusion as to what are phone lines and what aren't phone lines. Mrs. Stacey stated Betsy Coes called her and informed her that she ordered four direct phone lines for abstractors. Mrs. Stacey stated that this is not the case. She stated she has no intention of getting four private phone lines for the abstractors. Mrs. Stacey asked Betsy Coes where she got her information from. Mrs. Stacey indicated that Ms. Coes got her information from Dave Welch.

Mrs. Stacey stated that this is going to work just like it does now with the exception that they are coming off her phone. She stated she is not adding any extra phone lines, it is the same that she has in the current facility. She stated that the difference is going to be that in the new courthouse the phones will be answered by an automated system so that her employees do not have to answer phones and page. Mrs. Young stated that this is just an extension off voice mail. Mrs. Stacey stated exactly. Should the person not answer the phone, then the person must call back. It does not ring back to the main system. The person who does answer the phone can take messages but her employees are not affected. Commissioner Battles asked if this would cost the tax payers any money. Mrs. Stacey stated the phones will. Commissioner Battles asked what the original cost of the phones was. Mrs. Stacey stated \$480. Commissioner Battles asked, after that? Mrs. Stacey stated nothing. Mr. Woodside stated that when someone calls in for an abstractor, the phone line is tied

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up that the tax payers are paying for. Mrs. Stacey stated that whether they have phones, those same amount of phone lines are coming into her office. Mrs. Stacey stated that the tax payers are going to be pay for it anyway. Mrs. Stacey stated that she thinks this is providing a service and the cost is the initial phone expense because the tax payers, regardless of whether or not the abstractors on that phone are going to be utilizing the same amount of lines. There was extensive discussion regarding the phone lines and usage at the Registry of Deeds.

There was discussion regarding the mandate of the Delegation that the tax payers' money is not to be used to subsidize the abstractors. Commissioner Walker stated the Deeds office would need less lines if abstractors were not using County lines. She stated she felt this was an example of using tax payers property for private and personal use, and that is against the law.

There was discussion regarding the cost of the phones coming out of the \$2.00 surcharge account.

REPORT FROM THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young stated that the initial auditor's report has been received for review. She stated that her office has been going through it and making a list of issues that they want to go over with the auditor. Mrs. Young stated that the auditor had been called last week to let him know not to issue the final because they have changes that they want made. Mrs. Young stated that Mr. Sturtevant needed a final report for the Nursing Home. He had a draft copy and Mrs. Young asked that the "draft" be taken off so that Mr. Sturtevant could use it with his cost report. Apparently he was able to use it.

Commissioner Battles stated he thought he was going to be kept up to date on what the issues were, even if they were issues that weren't going to come out as a draft report. He understood that he would get something. Mrs. Young stated that is why she is letting the Board know. Mrs. Young stated that issues are different than what we have. Commissioner Battle stated he was not talking about reportable conditions, he is talking about issues. Mrs. Young stated, for example, Attachment C has lumped all of the payroll accrual in the jail and overspent the line. If a knowledgeable reader were to read the report and the Delegation said what happened here, it is over \$500 why didn't you let us know, she stated her response was because it shouldn't be accounted for in the jail since it is the County's payroll. That is an accounting issue that we have adjustments for. Mrs. Young stated that is different than issues that she felt they had agreed to. Commissioner Battles stated that what he is hearing is just exactly what he was

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expecting to get. If they had an issue, this was the issue and this was the County's response, it was going to come from Mrs. Young as opposed to coming from the Commissioners. Mrs. Young stated they have no issues. We have received a financial report, all it is is the numbers. They presented it and said this is what we are going to report on and we are telling them no. We are going through it right now and telling them why. We are accumulating it now. We are not through it. Commissioner Battles stated the reconciliation aspect of this report was something that he expected to be brought up to date on. Mrs. Young stated he will when they get through it. Commissioner Battles stated he still wants to know about issues the auditor brings up. Mrs. Young stated that he will when they get all the way through the report. Mrs. Young stated that she would rather not do it piece meal. Commissioner Battles stated ok, at the end she is going to say these are some of the issues, but we resolved them because and list the reasons. Mrs. Young stated ok. Commissioner Battles asked Mrs. Young what the problem was. She stated that they are not issues, they are differences between how we feel they should be reported, they are not bad things about the County or improper reporting. Commissioner Battles stated he is not expecting that they are. Commissioner Battles stated that what he feels Mrs. Young is stating is that the way the auditor views something isn't the way she views it. Mrs. Young stated it is nothing we would report that way. Commissioner Battles he still wants to know it. Mrs. Young stated, yes when we get to the end, we will go through them.

Mrs. Young asked when the audit bid would be going out. The Administrative Assistant stated that the bid was going out. She stated it should be going out today.

Mrs. Young stated that Mrs. Jackson is preparing the actuary bid for Worker's Comp fund. The Fiscal Office will probably have it ready for next Tuesday to be reviewed but hopefully by next Thursday to be signed. She stated it is very short. It is just to have a review of the Worker's Comp fund to see what an outside entity believes that we should have for a fund balance, so we can correctly fund it. Commissioner Battles asked about using the University for this. Mrs. Young stated you have to use an accredited actuary. She stated that they went to the Department of Labor and several other places to find out actuaries in the area. She stated that they also found out that, contrary to what we believed before, that the County doesn't actually have to have one. There was an RSA that the Department of Labor used to also say that according to RSA you have to file an actuary report and that wasn't true. She stated that the reason we want one is they are saying for funding purposes in a separate RSA you may want to get an actuary report. She stated that she wanted to follow through on it anyway.

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Mrs. Young stated that the wiring project that she had spoken to Mr. Woodside, we should probably get started. She stated that we had Bob Picucci, came down, sat with Cabletron, with Paul Argagno, herself, and Cabletron recommended what we should do. Mr. Picucci came back with a Request for Proposal that Mr. Woodside and Mrs. Young went through and they want to rewrite. She stated that we want to sit down next week, it should be fairly short and send it out in June. This wiring project is the one that is going to be doing the connection between the buildings, the fiber connections. She stated that leads into probably the capital fund projects which need to have review because that is where that is funded. Mrs. Young stated that there are other things that the Board may want to, when the bid is put out the Board may want to shorten it as opposed to doing the whole complex. Based on other needs that are coming up, the Board may want to shorten it and address just a couple of them. Mrs. Young stated that she is asking the Board for a capital fund review.

Mrs. Young stated that an issue came up and she wanted to know when is the new courthouse lease payment going to be made. Commissioner Walker stated that right now we don't have a signed contract. She stated that the last she saw of it, it came as a draft copy and then it went back to the State for drafting regarding the square footage. There was discussion regarding where the money for the lease payment will be coming from.

Mrs. Young stated that she and Mr. Morrisette have gotten together, there was a concern from Deeds, that the Board wanted on the agenda, concerning a Personnel Change Notice not going through timely. Mrs. Young stated she wanted to restate what the policy is and has been for two years, and an adjustment that she and Mr. Morrisette would like through. We have always said that if you have a Personnel Change Notice in on Thursday and that means, today, it is likely and probably 100% true if nothing is wrong with it, that it is going to make it within the payroll next week. That is a good turn around, usually companies want two weeks to thirty days. What we think we are going to do is give the departments a longer period of time that they have to get it in. In fact, from now, we are talking about, today you have to have your PCNs in for the next payroll so if you get in by today, it is not going to be next week it will be the following payroll. She stated that there are too many things that we try to put through for the benefit of the employees. It comes back and says but you did it this way. We were trying to get it through for the employee but in the end it makes a mess. We want two extra weeks to get the changes through. Mrs. Young stated that what we are going to do for the Department Heads is give them two month's notice. There was discussion regarding the termination of an employee and how they are effected.

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Mrs. Stacey stated she feels that this is reasonable with the exception that in her instance, that would have meant it would have been two more weeks added on to her person not getting her change. Mrs. Stacey stated that the question that she brought up was the fact that it had been halted. She stated she was not notified as the Department Head and I should have been and it sat on somebody's desk until she was approached when the pay check from the employee who was irate and Mrs. Stacey indicated that it went in over two and half weeks ago so she doesn't know why it wasn't in the pay. She stated she did not receive a phone call and she feels that the courtesy should be that if something gets flagged from her department, and she is sure that other department heads feel the same way, that we should at least get a courtesy phone call, saying there is a question so that it can be cleared and not sit on somebody's desk. Mrs. Young stated that she believes Mrs. Stacey means that it was sitting on Mrs. Young's desk. Mrs. Young stated she does not believe it is the Fiscal Office's job to follow up on what she thinks is sensitive to the employees. Mrs. Young stated that they always try and work with Mr. Morrisette between us. If one happened to wait two weeks because they were following up on Minutes then she would say yes that is too bad and hopefully the additional two week notice to the Fiscal Office would give them time. Mrs. Young stated she does not like to call the Department Heads and say you look you processed this through is this really what you meant to do. She stated that she feels she is not Personnel and she does not always know what is going on in the Department. Mrs. Stacey stated that if the Fiscal Officer doesn't think it is her job and Roy has passed it through because he is Personnel, he says yep that has been approved and put it through then why does the Fiscal Office stop it. Mrs. Young stated that she doesn't think it is her job to call the Department Heads. She stated it is her job to go back to Mr. Morrisette and say what about these things, because it is his issue. Mrs. Stacey stated that even if it is Mr. Morrisette's issues, Mrs. Stacey stated she should be getting a phone call. Mrs. Young stated that she does not disagree that she or she shouldn't. Mrs. Young stated she is not going to be one to call about Personnel issues. Mrs. Stacey stated that Mr. Morrisette was unaware that this was held up, until Mrs. Stacey called him. Commissioner Walker asked if this was something that could be resolved outside of the meeting. Mrs. Young stated that by changing the policy the way we are will cure the issue. The Department Heads are going to have give the Fiscal Office additional time to get it through any way, two weeks, as opposed to a day, that allows them to collect the information that may not be attached to the form. Commissioner Battles asked that when a warrant is held up, are the Departments notified? Mrs. Stacey responded no. Mrs. Young stated that she does not always have control over why a warrant is held up. If the Fiscal Office knows about and they have question on it the Department is notified, it depends on the issues. Mrs. Young stated that it is not necessarily the Fiscal Office that makes a call on a warrant being held up. Commissioner Battles stated that when the Fiscal Office holds up a

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warrant, they don't hold it up for Personnel reasons, they hold it up for fiscal reasons, Mrs. Young stated correct. Commissioner Battles stated that the Registry of Deeds employee wasn't held up because there was a personnel problem. Commissioner Walker stated that we are talking about an individual case that really can be resolved outside the Commissioners meeting. Commissioner Walker stated that she doesn't remember the exact details and that it really isn't appropriate. Commissioner Battles stated that it is generic to one concern that he has and that is that we communicate with the Department Heads as much as possible. Commissioner Battles stated that as long as everyone is agreeable to the communication aspect, then he has no problem dropping this issue. Commissioner Walker stated that communication works both ways. Commissioner Battles stated maybe so but we need to communicate. There was additional discussion regarding accounts under the Commissioners that Department Heads are using on warrants. Commissioner Walker stated that we need to develop more communication. Commissioner Battles stated he wanted to do this next week. He stated he wanted a meeting set up for Tuesday or Thursday of next week.

REPORT FROM PERSONNEL - Mr. Roy Morrisette

Mr. Morrisette stated that he had an issue for non-public.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote. Commissioner Walker seconded and all voted in the affirmative on a roll call vote at 2:22 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
MAY 23, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Walker and Battles, Mr. William Sturtevant and Mr. Roy Morrisette.

The Board met regarding a residency requirement issue.

The Board met regarding a personnel issue.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles moved to go out of Non-

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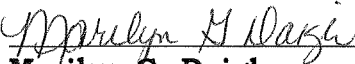
Public session at 2:30 PM on a Roll Call vote. Commissioner Walker seconded the motion.

Commissioner Battles moved to waive the residency requirement as requested by Mrs. Nancy Lang, Assistant Administrator of the Nursing.

The Board made no decision regarding the personnel issue.

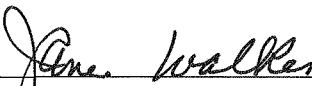
The next meeting will be Thursday, May 30, 1996 at 9:30 AM. There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:31 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

MSJd
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
June 3, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. William Sturtevant-Nursing Home Administrator, Mr. Ernest Woodside-Director of Maintenance, Mr. Gene Charron-Superintendent House of Corrections, Sheriff Wayne Vetter-High Sheriff, Mrs. Cathy Stacey-Register of Deeds, Mrs. Theresa Young-Fiscal Officer, Mrs. Diane Gill-Human Services, Mr. Roy Morrisette-Personnel Assistant, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present was Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Chairman Barka called the meeting to order at 1:10 PM.

Commissioner Barka stated that there are bid awards to be made.

Fiscal Office - Accounting Software. Mrs. Young stated that the two packages that were reviewed are again being looked at because one of the payroll packages did not provide one of the key issues that they wanted which was security. Each of the departments to be able to access payroll on their desks without seeing the other departments' records. Mrs. Young stated the group is interested and is going back to look at this package to see if the vendor can accommodate the security. If that can't be accomplished, they will go back and review the other two bids.

Mrs. Young stated that she is not ready to make a recommendation for the award.

There were bids to be awarded for computers for the Jail, Human Services, Sheriff, Nursing Home and Fiscal Office are:

Sheriff - Salmon Falls - \$5,332.00
Human Services - NECB - \$5,794.00 deducting printer from bid
Nursing Home - recommendation that bid not be awarded because
the software is being respected.
House of Corrections - ADELXT - \$4,066.00 deducting the cost of
the printer and 17" monitors.
Fiscal Office - Turbotek and to Cocci - \$14,640.00

msd
Date 11-25-96

Mr. Sturtevant stated that the bid for hooyer lift conversion was not listed on the agenda. Mr. Sturtevant recommended that this bid be rejected. Commissioner Battles made the motion that the hooyer lift conversion bid be rejected as per Mr. Sturtevant's recommendation. Commissioner Walker seconded the motion and all voted in favor.

Mr. Woodside stated there was a bid to be awarded for string trimmers. He stated that 5 bids were sent and only one responded. Kingston Enterprise bid \$209.95 for each for a total of \$1,259.70. Mr. Woodside stated that Commissioner Battles asked him to verify if this price was too high. Mr. Woodside stated that Steeles has discontinued selling this item. He stated that Philbrick's Sales and Service which does not advertise McCullough, but does carry them, will sell them to the County for \$200.00 each. Mr. Woodside stated that they were not on the bid list. Commissioner Battles moved to award the string trimmer bid to Kingston Enterprises in the amount of \$1,259.70. Commissioner Walker seconded the motion. Commissioner Walker recommended that Philbrick Sales and Service be put on the bid list.

Mr. Charron recommended awarding the portable radio bid for the jail to Thor Electronics as low bidder. Commissioner Walker moved to award the radio bid to Thor Electronics in the amount of \$2,325.00. Commissioner Battles seconded the motion and all voted in favor.

Mr. Morrisette stated he had a request from some CO's to donate holiday or vacation time to a CO who is going to be out until the first of July. The total is 30 days at this time, they are willing to donate out of their holidays and vacation time to cover this employee who is using up all of their time.

Commissioner Walker stated that the Commissioners have a non-public pertaining to an insurance settlement claim.

Commissioner Walker stated that she wanted the Commissioners to vote on taking the DD's off the hourly pay scale. In the near future the County will have a new employee coming on board. That division director was given a base salary not on the pay scale. As she has indicated for a number of years, she has talked about getting the division directors off the hourly pay scale. In order to get it on the Thursday agenda for the Personnel Commission to discuss and vote on; Commissioner Walker moved that all Division Directors be removed from the hourly pay scale, that all the employees will be placed on the 10 step plan during this year and once they are placed on the 10 step plan then they go off the hourly pay scale and that the new Human Resources Director will in the first year come up with ranges for these positions and an analysis of what the jobs are worth and a mechanism for merit increases before the next year's annual review. Mrs. Young stated that you are not giving the Human

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Resources Director very much time, because by the time he comes on it will be less than a year before the next reviews are due for your Division Directors. Commissioner Walker stated that everybody will be placed on the pay scale this year. Commissioner Battles stated that this was short notice. He stated he wanted to think about and wanted to see a proposal in writing so he understands it a little better. He stated he was not prepared to vote. Commissioner Barka stated that this will be taken up at the next meeting. Commissioner Walker stated that we are going to be hiring somebody that will be treated differently from everybody else. Commissioner Barka stated that this issue should be put on next weeks' agenda.

Mrs. Young stated she had a non public session. She also stated that the Ford lease statement did not get the same rate as the Sheriff's Department is because they are not police cruisers.

Mrs. Stacey asked Mr. Woodside if there was any news regarding her telephone numbers. Mr. Woodside stated he should have phone numbers on Tuesday or Wednesday. There was discussion regarding the lines for the Registry of Deeds.

Sheriff Vetter stated that for informational purposes only, he is putting in, effective July 1, 12 new phone lines for 911. This will cost the County \$4,200.00 on a yearly basis. Sheriff Vetter stated that 911 is starting to look into reimbursement. He gave the Board a letter from Ray Burton, County Commissioner in Grafton County, who is also Governor's Council to the Director of 911. Sheriff Vetter asked if it would be possible for the Rockingham County Commissioners to mirror this letter and send 911 another letter saying that this will cost the County money to put in phone lines due to 911. There was discussion regarding extra lines and the possible requirement of additional staff.

There was discussion that issue of the possibility of adding staff can be evaluated at a later date.

Commissioner Battles moved that the Board of Commissioners send a letter to 911 in much the same format as Ray Burton's letter. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker stated that a letter should also be sent to the Delegation informing them that the possibility that there may be an overexpenditure due to this 911. Sheriff Vetter stated that this will be monitored closely. Sheriff Vetter will inform the Delegation.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote.

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Date 11-25-96

Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 1:38 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
JUNE 3, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mr. Roy Morrisette and Mrs. Marilyn Daigle.

The Board met regarding a request for donation of vacation time and holiday for a fellow employee.

Those present in the second session were Commissioners Barka, Walker and Battles, Mrs. Theresa Young, Mr. Roy Morrisette and Mrs. Marilyn Daigle.

The Board met regarding a personnel issue.

Those present in the third session were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mrs. Theresa Young, Mr. Roy Morrisette and Mrs. Marilyn Daigle.

The Board met regarding a Union matter.

Those present in the fourth session were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mrs. Theresa Young and Mrs. Marilyn Daigle.

The Board met regarding an issue at the Airport. There was no decision made.

Those present in the fifth session were Commissioners Barka, Walker and Battles, Mrs. Theresa Young and Mrs. Marilyn Daigle.

The Board met regarding an insurance settlement issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Battles moved to go out of Non-Public session at 2:06 PM on a Roll Call vote. Commissioner Walker seconded the motion.

Commissioner Battles moved to allow the employees at the House of Corrections to donate vacation and holidays as per the request of the

msd
Date 11-25-96

Personnel Assistant and Mr. Charron as requested in the first session.
Commissioner Barka seconded the motion and all voted in favor.

There was no decision made in the second session.


There was no decision made in the third session.

There was no decision made in the fourth session.


Commissioner Walker moved that the Board authorize the attorney to make an offer of settlement of between \$1,000 and \$2,000 to the inmate as discussed in the fifth session. Commissioner Battles seconded the motion and all voted in favor.


There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:07 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,


Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,


Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd


Date _____

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
June 10, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. William Sturtevant-Nursing Home Administrator, Mr. Ernest Woodside-Director of Maintenance, Mr. Gene Charron-Superintendent House of Corrections, Sheriff Wayne Vetter-High Sheriff, Mr. Michael Alden-Deputy Sheriff, Mrs. Cathy Stacey-Register of Deeds, Mrs. Theresa Young-Fiscal Officer, Mrs. Diane Gill-Human Services, Mr. Roy Morrisette-Personnel Assistant, Mr. John Weinbrecht-Human Resources Director and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Chairman Barka called the meeting to order at 1:08 PM.

REPORT OF THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young stated she was waiting for bids to be opened.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she had given the Board, at the last meeting, a spreadsheet on some items that had gone out to bid. She stated she wanted to award the bids. They were on the terminals and the Hub for the computer system. Commissioner Battles moved that the bid be awarded based on the recommendations of Mrs. Stacey.

Commissioner Walker stated that she had not seen this spreadsheet. Mrs. Stacey stated that she had given each Commissioner a copy of the spreadsheet at the last meeting. Mrs. Stacey stated that what had happened was about two meetings ago she came looking to have them awarded at that time. Mrs. Stacey stated that she was told these could not be awarded without the spreadsheet. She stated she gave the Commissioners the spreadsheet at the last meeting in order that the bids could be awarded at this meeting.

There was discussion regarding items being put on the next agenda.

Commissioner Battles moved that bid awards for the Registry Deeds terminals and ATS Hubs be put on the agenda.


Date _____

Commissioner Walker stated that there several bids that were opened at the same time. Mrs. Stacey stated that she has three bids that need to be decided on, only two of them needs to be decided on for next time. Commissioner Walker asked for a time frame as to when she wants the expansion on the agenda. Mrs. Stacey stated sometime in August.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated he had issue that is not on the agenda.

Sheriff Vetter stated that he had been contacted by the Manchester Airport regarding the worker's compensation bill that they are being charged. They are looking for answers and are to the point where they want to do a complete audit.

Commissioner Walker stated that the Board has received the answer from the Fiscal Officer, now the Commissioners need to follow this up in writing.

There was additional discussion regarding the increase in insurance. Commissioner Battles suggested that Mrs. Young write this letter, provided that this letter is reviewed by the Sheriff and Commissioners.

Sheriff Vetter stated that the other issue that he had was regarding military vehicles. He stated that he has a vehicle he would like to donate to the Town of Kingston Police Department that is not going to be back out on the road. There was discussion regarding whether other towns had been notified to see if they were interested in this vehicle. There was discussing regarding whom these vehicles can be given to based on the criteria that was set when the vehicle was first purchased.

Commissioner Walker asked the Sheriff to provide the Commissioners with a list of the serial number of the vehicle involved.

Commissioner Battles moved that the military vehicle plus parts that the Sheriff's Department wants to dispose of be given to the Town of Kingston. Commissioner Barka seconded the motion and all voted in favor.

There was discussion regarding automatic shut offs for Sheriff vehicles and the vehicles used by the House of Corrections.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside requested that the issue of the safety report for the trees in front court yard be put on the agenda for the next meeting.

Mr. Woodside requested that the vehicles to be disposed of be addressed and put on the agenda for the next meeting.

Mr. Woodside stated that the other issue he had was the opening of the bid for the spreader.

There was discussion regarding the County Attorney and Registry of Deeds move and the contract with the State. There was discussion of being unable to move Deeds by the deadline.

REPORT OF HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill presented the Board with her monthly report.

Mrs. Gill stated she had a request for a bid waiver for software upgrade and conversion. There was discussion regarding why this company should be given a bid waiver. There was additional discussion that this company is the only one that provides this software for Human Services and that they have provided this software to other counties.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 298, 1 death, 1 in the hospital, 18 applications for admission, of which there are no male applicants, and 92 in the Adult Day Program. Mr. Sturtevant stated that they do not like to have more than 35 people in the Adult Day Program at one given time.

Mr. Sturtevant stated that the rate setting will be Friday, June 14 at 10:30.

Mr. Sturtevant stated that he had bids to be opened and bid waivers.

Mr. Sturtevant stated he had an issue for non-public.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron reported the population to be:

247 inmates

117 Pre-trial

130 Sentenced

17 Federal prisoners

14 State prisoners

37 work release

1 Mens State prison

**16 Womens State prison
1 Hillsborough
1 Strafford**

Total in house population 228

Mr. Charron stated that 10 prisoners will be coming from Belknap County during the bike weekend. They will arrive on Thursday with their own clothing and medication. Mr. Charron stated that the inmates that are coming are minimum security sentenced.

Mr. Charron stated that the revenue for the month of May from INS was \$28,000.00. Commissioner Battles requested that this information not be publicized public because there are some issues with the Delegation regarding the revenues. He stated that he does not want to convolute the matter any worse than it is already.

There was discussion regarding a breakdown of revenue for the 3rd quarter review and a supplemental appropriation.

Mr. Charron stated that the work release for the month of May produced an income of \$12,000.00.

Mr. Charron stated that the phone income is also going up with the inmates.

Mr. Charron stated that the outside road detail program is going fine. This is positive PR for the County. One hundred eighty bags of trash was picked up for the town of Sandown.

There was discussion regarding the marking of the van that the House of Corrections used for the work release program. There was discussion regarding light bars and how the HOC is negotiating with the Sheriff's Department.

There were bids to be opened for the Nursing Home for the air sep oxygen concentrator:

Lincare

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for the Nursing Home for beef:

Monfort Inc.

EJW

Date _____

Associated Grocers

Commissioner Battles moved that Mr. Sturtevant shop and award the bid the lowest bidder or the one in the best interest of the County. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker requested that as part of the bid specifications that the specific cuts of the beef be included.

There were bids to be opened for the Maintenance Department for the spreader:

Brake & Clutch
Donovan Equipment
Rosenkrantz

Commissioner Walker moved that Mr. Woodside shop the bid and come back with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

There were bids to be opened for the County for auditing services:

Wheeler, Ring and Dolan - returned
Melanson and Greenwood - returned
Howe, Riley, Howe
Plodsik & Sanderson
David Connors & Co.
Grzelak
Deloitte & Touche
Baker, Newman & Noyes
Mason & Rich
William Gotty
Vahon, Clukey & Co.

Commissioner Walker moved that Mrs. Young and Mr. Sturtevant shop the bid and come back with their recommendation. Commissioner Battles seconded the motion and all voted in favor.

Mr. Sturtevant stated that he had bid waivers that needed to be signed by the Board.

Commissioner Walker stated that for the next agenda she wanted to discuss E.F.F.O.R.T.S.' request for one of the trailers to be donated to them for their use.

Mrs. Young asked the Board if they were going to meet with her on Monday, June 17 at 11:00.

Edw
Date _____

Commissioner Battles stated that he had issues he wanted addressed at the next meeting and that was protocol from Lee County, Florida. He also requested that the ethics protocol that Mr. Hart drew up be put on the agenda for the next meeting.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote. Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 1:38 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
June 10, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Barka, Walker and Battles, Mr. William Sturtevant and Mrs. Marilyn Daigle.

The Board met regarding a legal issue.

Those present in the second session were Commissioners Barka, Walker and Battles, Mr. William Sturtevant and Mrs. Marilyn Daigle.

The Board met regarding a worker's comp issue. There was no decision made

The Board met regarding an insurance settlement issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Battles moved to go out of Non-Public session at 2:20 PM on a Roll Call vote. Commissioner Walker seconded the motion.

Commissioner Battles moved that the Board reject the agreement requested by Ms. Brygider's attorney and ask Mr. Sturtevant to present information that was provided to the Board in Executive Session regarding 1) start charging interest on liens; 2) this particular agreement would enable person to sell home and does not address how provision would be handled should second purchase be of lesser value than lien and to recoup difference.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to

EGW

Date _____

adjourn at 2:35 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

EJW
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
June 17, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. William Sturtevant-Nursing Home Administrator, Mr. Ernest Woodside-Director of Maintenance, Mr. Gene Charron-Superintendent House of Corrections, Mr. Michael Alden-Deputy Sheriff, Mrs. Cathy Stacey-Register of Deeds, Mr. William Hart-County Attorney, Mrs. Theresa Young-Fiscal Officer, Mrs. Diane Gill-Human Services, Mr. Roy Morrisette-Personnel Assistant, Mr. John Weinbrecht-Human Resources Director and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley-Administrative Assistant to the Delegation and Marc Fortier- Foster's Daily Democrat.

Chairman Barka called the meeting to order at 1:08 PM.

REPORT OF THE HUMAN SERVICES DEPARTMENT - Mrs. Diane Gill

Mrs. Gill had nothing to report.

REPORT OF THE SHERIFF'S DEPARTMENT - Mr. Michael Alden

Mr. Alden stated that he was at the meeting on behalf of Sheriff Vetter who is out of state until late this evening. Mr. Alden stated that Sheriff Vetter asked him to bring up a couple of issues to the Board.

Mr. Alden stated he had a list of cars that the Sheriff's Department will be disposing. He gave the Board a list of these cars. He also stated he had proposals from two companies wanting to buy the four vehicles between them, attached to this list. Mr. Alden stated that the price offered for each vehicle is \$1,000 that the Sheriff is wishing to exchange the cars for subpoena cages for all of the cruisers. Mr. Alden stated that Sheriff Vetter had already spoken to the Board regarding these cages and this was an update and that there are written requests for the purchase of those vehicles in exchange for those cages.

Commissioner Walker asked Mr. Alden if the Board could wait until Mrs. Young, Fiscal Officer, arrives at the meeting so that she may address the issue of how this transfer should occur.

Eqw
Date 11-25-96

Mr. Alden stated that he believed the Sheriff had made the arrangement that the County would receive equipment for cars. No revenues will be coming to the County.

Mr. Alden stated that one of the vin numbers on the Sheriff's list vs Mr. Woodside's list (which he is submitting today) is different. Mr. Alden stated that he feels the Sheriff's Department's list is the accurate vin number but this can be worked out later on if there is a question. The vin number listed on Mr. Woodside's list, the 1990 Chevy Caprice vin #8025, Mr. Alden stated he believed it should be an 1989 Chevy Caprice vin #4220, which is on the Sheriff's list.

Mr. Alden stated that the request is that these vehicles go to the recycle for gold. Mr. Alden stated that they have already turned the 1977 Dodge pick-up trucks over to the Town of Kingston, after the discussion at the last meeting. The Town picked up the pick-up three days later, once the gift was cleared with their Selectmen.

Mr. Alden stated that the only vehicles that are presently parked in our yard are the four Chevy Caprices, which the Board has the request for the purchase.

Mr. Alden stated that two vehicles were purchased from Portsmouth Naval Shipyard for a total sum of \$4.00, \$2.00 per vehicle; 1990 Chevy Corsicas. He stated that Maintenance is looking at these vehicles sometime this week and with the Board's permission, the Sheriff's Department would like to register those two vehicles as administrative cars. They were purchased under a drug program and have to be utilized for drug work. Mr. Alden stated that one could be used as surveillance or any type of administration with drug investigation, one for prosecution of drug work. He stated that with this as the guidelines, the Sheriff's Department can also make them available to the Commissioners if they need a vehicle to go wherever. The Sheriff's Department would make this available to the Commissions. These would be totally unmarked sedans.

Mr. Alden stated that these vehicles have not been added to the vehicle list.

Mr. Alden stated that these vehicles need some brake work and need to have the air condition recharged. Other than that they look to be in excellent condition.

Commissioner Walker moved that the Board authorize the Sheriff's Department to register and insure the two vehicles that were purchased for administrative/drug purposes. Commissioner Barka seconded the motion and all voted in favor.

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Date 11-23-96

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Woodside

Mr. Woodside requested an updated list from the Sheriff's Department regarding the vehicles including the changes that were given to the Board.

Mr. Woodside stated that he would like to recommend to the Board that it would be good PR to release these assets (vehicles) to the "Recycle for Gold Program." Commissioner Walker stated that she would like to see more research before this is done.

Mr. Woodside stated that he would recommend to the Board, based on his safety report, that Ralston Tree Service be hired to prune and fertilize the trees in the court yard. Commissioner Walker stated that there was no money in the budget for this work. Mr. Woodside stated that the cost is \$675 and he believes that this money could come from the buildings and grounds account. Commissioner Walker asked if money is used for this purpose, what happens to the work that was budgeted, that work will not get done. Mr. Woodside stated that one way or the other everything will still be done. Mr. Woodside stated that where these trees are located in the front courtyard he wanted the Boards' and Mr. Sturtevant's approval to proceed. Commissioner Barka stated that he though it was a good idea to save these trees.

Commissioner Walker moved that the Board contract with Ralston Tree Service to prune the two maples and Norwood maples in the Nursing Home courtyard for a total of \$675.00. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside recommended that the spreader/economizer bid be awarded to Donovan in the amount of \$3,550. Mr. Woodside stated that they were not the lowest bidder but based on the fact that they are a New Hampshire company and that service would be quicker based on the distance, he thought Donovan would be the better choice.

Mr. Woodside stated that he did not provide the Commissioners with his recommendation ahead of time, as had been requested. Commissioner Walker stated that this award will be done next week.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 299, one death over the weekend, 18 applications for admission and 92 in the Adult Day Program.

Mr. Sturtevant stated that he wanted to recommend the bid award of the oxy concentrator to Lincare in the amount \$1,500 which was well within the limit.

Egw
Date 11-25-96

Commissioner Walker stated that she wanted all bid recommendations in advance. This will have to wait until next week.

Mr. Sturtevant stated that he had an issue for non-public.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board the population report.

Total population is 259

129 pretrial
130 sentenced
18 federal prisoners
14 state prisoners
38 work release
20 women's state prison
1 men's state prison
1 Hillsborough
2 Strafford

The in house population is 235.

Mr. Charron stated that 10 inmates came down from Belknap County.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she gave the Board a spreadsheet regarding the ATS Hub and terminals.

Mrs. Stacey recommended awarding the Hub and terminal bid to North Shore Data Services as the lowest bidder. Mrs. Stacey stated that the bid on the Hub is little more expensive because of the warranty, there is a 5 year warranty vs. a 3 year warranty.

There was discussion regarding the fact that the Commissions did not receive a bid for North Shore Data and the bidding process. The quote sent to Mrs. Stacey, was sent two weeks after the bids were opened, that makes North Shore a non bidder. Mrs. Stacey was asked if she wanted to reject all bids or award it to the lowest legal bidder.

Commissioner Walker stated that the lowest bid that the Board did receive was Briartec.

There was discussion regarding Briartec's first proposal and amending that proposal. Commissioner Battles suggested that Mrs. Stacey call Briartec and clarify whether he is going to stick with the original bid.

EQW
Date 11-25-96

Commissioner Battles stated that the Board cannot accept the bid with the changes, which was sent after the bids were opened.

Commissioner Battles stated that the Board could vote approving Briartec pending clarification of their bid.

Commissioner Walker stated that Briartec did not communicate anything to the Board changing the original bid. The changes were sent only to Mrs. Stacey at her request. She stated that the original bid stands with the five year guarantee. Commissioner Walker stated that the Board has this in writing and Briartec has to honor it.

Commissioner Battles moved to grant the bid to Briartec for the ATS hub and terminals subject to clarification that there is a five year warranty versus a three year warranty. Commissioner Walker stated that this should be made part of the bid award letter, listing the price and the five year warranty, which is what they bid. Commissioner Battles stated that the original bid should be sent with the letter. Commissioner Walker seconded the motion and all voted in favor.

Mrs. Stacey did not inform the Board that the bid for \$3993 was sent to her, two weeks after the bids were opened, thus making the bid illegal. With this knowledge, the Board did not send the award letter. Mrs. Stacey signed authorizing the installation of the active hubs - passive hubs were requested in the bid.

Mrs. Stacey stated that several weeks ago she gave the Board a copy of the Eastman Kodak service contract to be signed by the Board. Commissioner Walker stated that the files will be double checked.

Mrs. Stacey stated she had one other issue that she wanted to address with the Board, that is in regard to asking for items to be placed on the agenda. She stated that she contacted the Administrative Assistant about items she wanted on the agenda and what she received instead was a letter from Commissioner Walker informing her that the item was not going to be placed on the agenda. The item was the furniture at the Courthouse. Mrs. Stacey stated that she thought that was the whole reason why you ask to have it on the agenda so it can be brought to the table and discussed. Commissioner Walker stated that the letter explains that a letter was sent out from the Board advising all departments and elected officials that when the Courthouse move took place, every department was asked to give the Board their request for furniture that they wanted from the Courthouse. The Board said they would look at everybody's request for furniture, not piece meal. That is why Mrs. Stacey received a letter from Commissioner Walker regarding this issue. Commissioner Walker stated that the Board is obligated first to the offices that have no furniture at all. She stated that at that point after

EJW
Date 11-25-96

those offices have been taken care of, then all other requests will be reviewed. That is the only reason this was removed from the agenda, and Commissioner Walker took this action as Office Manager on behalf of the Board.

Commissioner Walker suggested that a meeting take place to address the issue of furniture requests. Commissioner Walker stated that within the next month everybody's request will be looked at and narrowed down. The art work will be addressed at that time. Should more than one department request the same item, then the decision will be based on need.

REPORT OF THE COUNTY ATTORNEY - Mr. William Hart

Mr. Hart had nothing to report.

REPORT OF THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young stated that her meeting with the Commissioners was canceled and she would like to reschedule this meeting prior to Thursday.

Mrs. Young stated she had an item for non-public session.

Mrs. Young asked the Board for a bid waiver for the file server. She gave the Board an explanation why this was necessary.

Mrs. Young stated she is ready to talk to the Board about awarding the County accounting package. She stated she would like to meet with the Board regarding her recommendation as well as drafting a contract for this package.

Mr. Alden asked that the Board consider a motion to dispose of the four cruisers that were discussed earlier, in exchange for cages. There was discussion regarding exchanging property for property.

Commissioner Battles moved that the Sheriff's Department trade in the four cruisers in exchange for cages. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Barka stated he was looking for a motion to move the County Attorney to the new courthouse. He stated that the contract was taken up to Mr. Monahan on Thursday. Commissioner Barka stated that the Delegation would like a vote of the Board moving the County Attorney to the new courthouse and moving the Registry of Deeds at a later date.

Commissioner Barka stated that Mr. Woodside has contacted the moving company and they are willing to move the County Attorney on Thursday.

E. J. W.
Date 11-25-96

Commissioner Battles moved that the original motion be amended to read "a purchase and sale agreement" instead of a concrete proposal. Commissioner Barka and Battles voted yes. Commissioner Walker voted no, stating that the signature of the contract by Governor and Council should be obtained before the move.

Commissioner Battles moved that the Board charge interest in all liens, at the time that the lien is placed, in regard to Nursing Home liens based on a 30 year fixed mortgage. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Battles moved that the Board accept the Ethics Protocol as written. Commissioner Walker stated she would like to sit down and talk about the intent of the language. Commissioner Barka stated he would second the motion so long as the needed changes can be made in the future.

Commissioner Walker stated that this was written in legal terminology. She suggested sitting down with the County Attorney and review the language and add language as suggested by Commissioners. The Code approved by National Association of Counties should be included.

Commissioner Battles and Commissioner Barka were in favor of the motion. Commissioner Walker voted against the motion.

There was discussion regarding the Lee County proposal which was just approved regarding meeting agendas and meeting protocol and how it needs to be edited to fit Rockingham County.

The issue regarding E.F.F.O.R.T.S.' request for a trailer will be up at the next meeting.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Barka made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote. Commissioner Barka seconded and all voted in the affirmative on a roll call vote at 2:27 PM.

EQW
Date 11-25-96

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
June 17, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Barka, Walker and Battles, Mrs. Theresa Young, Mr. Roy Morrisette and Mr. John Weinbrecht.

The Board met regarding a personnel matter.

Those present in the second session were Commissioners Barka, Walker and Battles, Mr. William Sturtevant, Mr. Roy Morrisette and Mr. John Weinbrecht.


The Board met regarding an incident that occurred over the weekend.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 (c), Commissioner Battles moved to go out of Non-Public Session at 2:45 PM on a Roll Call vote. Commissioner Walker seconded the motion.

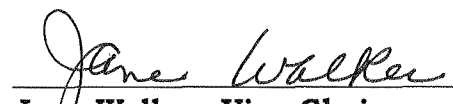
There was no decision regarding either issue.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 3:00 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,


**Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners**

Approved by,


**Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd**

E. Jew
Date 11-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
June 20, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. Ernest Woodside-Director of Maintenance, Mrs. Theresa Young-Fiscal Officer, Mrs. Jayne Jackson-Staff Accountant, Mrs. Patricia Sullo-Payroll Administrator, Mr. John Weinbrecht-Human Resources Director and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present were John and Michael Kane from the Kane Company.

Chairman Barka called the meeting to order at 9:17 AM.

Commissioner Walker stated there were three bid awards to be made, one from Mr. Sturtevant, one for Mr. Woodside and for Mrs. Young.

Mr. Sturtevant recommended awarding the air sep concentrator bid to Lincare in the amount of \$1,500 which includes freight and delivery. Commissioner Walker made the motion to award the bid for the air sep concentrator to Lincare in the amount \$1,500.00 Commissioner Battles seconded the motion and all voted in favor.

Mr. Woodside recommended awarded the spreader/economizer bid to Donovan Equipment in the amount of \$3,550.00. Mr. Woodside stated that the company was not the lowest bidder but Donovan Equipment was located in New Hampshire as opposed to Massachusetts and Mr. Woodside felt that service would be quicker and less costly by having a more local company. Commissioner Walker moved to award the spreader/economizer bid to Donovan Equipment in the amount of \$3,550.00. Commissioner Battles seconded the motion and all voted in favor.

Mrs. Young recommended awarding the accounting package based on the amount budgeted. This will allow room to buy equipment and additional interfaces and conversions that are needed. This will not exceed what was asked for in the recent transfer. Commissioner Battles stated that in the future he would like a spreadsheet listing all the companies that bid and their amounts.

Ed
Date 11-25-96


Commissioner Battles moved to award the accounting package in accordance with the Division Directors' request. Mrs. Young stated that she is requesting that the bid be awarded to Computer Center Software for all the modules. However, they would like to be able to still use BDS' version of the accounts receivable for the Nursing Home where it bills for the doctors. She stated that BDS can put the current module on the UNIX platform. This was an RFP, therefore there is the versatility to pick and choose. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that he received a letter from Rockingham Community Action asking that the Commissioners be in partnership with them in order that they may receive block grant money. Commissioner Battles stated that the RSA would require that the Board go to the Delegation in order to actually physically receive the money. This is simply just to ask them to allow the Board to be on board in regard to the request. Commissioner Barka stated that the Board has done this in the past. Mrs. Young asked if CAP was asking for the County's portion, like they have in the past, or is it their portion. Commissioner Battles stated no, they are asking for the County's portion. Commissioner Walker asked if this could be addressed at the Commissioners meeting on Monday.

Michael and John Kane were present at the meeting to brief the Board as to what they will be presenting to the Delegation regarding the sale of the old courthouse. They indicated that they had a proposal from a potential buyer for the Courthouse. They indicated that the offer was for \$500,000.00. They explained to the Board the conditions of the offer and a Purchase and Sale Agreement to be executed within 10 days after the acceptance. There was additional discussion regarding the offer and holding the County harmless for any defects. There was additional discussion regarding the first 90 days of the contract. There was discussion regarding a lease with the Hampton and Exeter District Courts, Deeds moving to the new courthouse or staying and paying rent. There was discussion regarding the closing date as well as Brooks Properties being the potential buyer.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 9:32 AM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,


Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Egw
Date 11-25-96

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

Ege
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
June 24, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Battles, Mrs. Cathy Stacey-Register of Deeds, Mr. William Sturtevant-Nursing Home Administrator, Mr. Ernest Woodside-Director of Maintenance, Mr. Gene Charron-Superintendent House of Corrections, Mr. Michael Alden-Deputy Sheriff, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley; Administrative Assistant to the Delegation and Dennis Travers; Briartec.

Chairman Barka called the meeting to order at 1:06 PM.

Commissioner Barka stated there were bids to be opened for the Nursing Home for provisions:

Hallsmith Sysco
Food Service, Inc.
Jordan Foods
Northcenter Food Service, Inc.

Commissioner Barka moved that Mr. Sturtevant shop and award the bid to the lowest bidder or in the best interest of the County. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Nursing Home for linen:

State Linen
Boston Textile
Jennings Linen - via fax
Textile Sales Inc.
Victor Rome - via fax
Boston Trade International

Commissioner Barka moved that the Mr. Sturtevant shop the bid and come back with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

Eqw
Date 11-25-96

Commissioner Barka stated there were bids to be opened for the Nursing Home for beef:

AG Foods

Commissioner Battles moved that Mr. Sturtevant shop and award the bid to the lowest bidder or in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Nursing Home for wheel chair parts:

**Rehabilitation Equipment Association
Sharon Medical Equipment
Step 2 Medical**

Commissioner Barka moved that Mr. Sturtevant shop the bid and come back with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

Mrs. Stacey stated that Mr. Travers was at the meeting regarding the bid for HUBS and terminals. She stated that Mr. Travers was asked to attend the meeting. She stated she had some concerns regarding his bid. One of the issues was another party who had not submitted a bid but submitted quotes to Deeds after the bid were opened. Their quote did have a five year warranty, but was not a valid bid since it was not sent to the Commissioners Office and was received after the due date. The other concern was that she had been informed by staff members that Briartec did not have technicians who could put this on line for Deeds. Mr. Travers has assured Mrs. Stacey that that is not the case. He will do what he can to make sure that he accommodates Deeds when they move. There was discussion regarding this bid; that it had been awarded at the last meeting. All of these questions should have been asked before the elected official made the recommendation to award the bid and before a Commissioner made a motion to award the bid.

There was discussion regarding why Mr. Travers was present at the meeting. There was discussion regarding Briartec receiving the bid award which was legal; as half of the bid was received by the Register of Deeds after the bids were opened thus making it an illegal bid. Mr. Travers was invited to attend by Commissioner Walker.

Commissioner Battles moved that the Registry of Deeds move into the new courthouse on July 12, 1996. Commissioner Barka seconded the motion and all voted in favor.

EGW
Date 11-25-96

There was a discussion regarding the phone call that Commissioner Battles received from Mr. Charlie Thayer regarding the removal of files.

REPORT FROM THE HOUSE OF CORRECTION - Mr. Al Wright

Mr. Wright reported the population to be:

105 pre trial
119 sentenced

22 federal prisoners
13 state prisoners
39 work release

1 Mens state prison
18 Womens state prison
1 Hillsborough
2 Strafford
1 escapee - being held in Massachusetts

221 in the building

Mr. Wright stated that there were no incidents over the weekend. There were no emergency crisis calls.

Commissioner Battles stated that the Board received a letter from Belknap thanking them for helping them out during motorcycle week.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that the County Attorney moved over the weekend. Everything went well. There was no damage.

Mr. Woodside stated that the County Attorney left a substantial amount of files. There was discussion regarding the Registry of Deeds microfilming these files prior to their move on July 12. There was discussion regarding the County Attorney putting these files on CD Rom. There was discussion regarding the responsibility of the County Attorney removing these files by July 12. Mr. Woodside was advised by the Board to notify the County Attorney and let him know that it is his responsibility to remove these files.

Mr. Woodside stated that he believes that Commissioner Walker has the bid waiver for various vendors for the relocation of her equipment from the old courthouse to the new courthouse.

EGW
Date 11-25-96

There was discussion regarding the portraits at the courthouse going to the new courthouse with a plaque under each one. Mrs. Stacey indicated that she would like the portrait of Amos Tuck. There was discussion regarding rescinding the previous vote of the Board for the disposal of the portraits.

There was discussion regarding the bell that is located at the old courthouse and moving it to the county complex.

REPORT OF THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 297, 2 deaths, 2 admissions for Tuesday, 1 admission on Wednesday, 16 applications (no males), 92 Adult Day Program.


Mr. Sturtevant stated that he wanted to remind the Board that the 4th of July activities will take place the night of the 4th with E.F.F.O.R.T.S. They will be hosting their food concession and the fireworks will be out behind the Fernald Building, as they have been in the past.

Mr. Sturtevant stated that he was having a problem with the freezer in the kitchen, that has been repaired. Mr. Sturtevant stated that the compressor of the vegetable walk-in refrigerator is broken. He is requesting a Bid Waiver to repair this. This is leaking coolant. The cost is \$1,975.00.

There was discussion regarding the issue that if a Commissioner is gone for six weeks and that three signatures are needed for a bid waiver. There was discussion that signatures were obtained by fax. After the faxed signatures are obtained, the Commissioner signing the fax should sign the original ASAP.

Mr. Sturtevant gave the Board an update on the Nursing Home rates that were proposed. Mr. Sturtevant stated that the rate proposals that came out for July 1 would have cost Mrs. Gill's budget \$5,400, the Nursing Home would be taking in about \$157,000.00 more. That is a net gain for \$152,000.00. Mr. Sturtevant stated that at the in service which was held on Friday, Commissioner Morton reminded everyone that these are proposals. The rates may come out July 1. Mr. Sturtevant stated that the rates may not come out July 1. There may not be any rate adjustment at all. The fiscal ramifications are being looked at further.

There was discussion regarding the inventory at the Courthouse. Commissioner Battles suggested having a day where everybody goes through the building and gets the items they are interested in having. Commissioner Barka stated that he is planning on taking the Delegation to the Courthouse on Wednesday.


Date 11-25-96

Commissioner Battles moved that on behalf of the Board that the Commissioners delegate the authority to Commissioner Barka to dispense with all the furniture on Wednesday, June 26, 1996. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that the Board should write a letter to Mrs. Gill congratulating her for her reappointment to Child Youth and Family Advisory Board.

There was discussion regarding the protocol for agendas and Commissioners meetings. The Administrative Assistant stated that she had spoken with Commissioner Walker regarding her concerns of appointing a designee in the place of a Commissioner. Commissioner Battles stated strike designee, get rid of three member commission. Commissioner Battles moved to accept the proposal from Lee County regarding meeting agendas and meeting protocol. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles made the motion that the Board write a letter to Rockingham Community Action regarding Community Development Block Grants stating there is no problem working with them in this block grant however they need to understand that in order to accept the money it does take a vote of the Delegation. Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated she needed Commissioner Battles' signature on a service contract.

Mrs. Stacey indicated that she needed to send out an RFP for paper. Commissioner Battles moved that the Registry of Deeds send out the RFPs that she wants to send. Commissioner Barka seconded the motion and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 1:46 PM. Commissioner Barka seconded the motion and all voted in favor.

Edwards
Date 11-25-96

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

EJW
Date 7-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
July 10, 1996

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mr. William Sturtevant-Nursing Home Administrator, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Chairman Barka arrived at 9:25 am and called the meeting to order.

Commissioner Barka stated there were bids to be opened for the Nursing Home for beef:

Associated Grocers
Poultry Products

Commissioner Walker moved that Mr. Sturtevant shop and award the bid to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Nursing Home for space partitions:

Milcare
Adirondack Direct - no bid
Equipment Environments - fax
Office Interiors LTD
Office Environments of NH - fax

Commissioner Walker made the motion that Mr. Sturtevant shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Treasurer for cash management:

Fleet Bank
First NH Bank

8 Jew

Date 11-25-96

Commissioner Walker moved that Mr. Orr shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Actuary Review Bid - Worker's Comp:

Coopers & Lybrand
KPMG Peat Marwick LLP
Watson Wyatt
Milliman & Robertson Inc.
AMI Risk Consultants Inc.
Stergiou & Gerber Risk Consultants

Commissioner Walker moved that Mrs. Young shop the bid and come back with her recommendation. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended to the Board that the linen bid be awarded as follows:

Best Manufacturing
Boston Trade
Star Silk & Woolens
Textile Sales Inc.
Victor Rome

Commissioner Walker made the motion that the linen bid be awarded to Best Manufacturing, Boston Trade, Star Silk & Woolens, Textile Sales Inc. and Victor Rome. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended to the Board that the wheel chair parts bid be awarded as follows:

Step 2
Sharon Medical
REA

Commissioner Walker made the motion that the wheel chair parts bid be awarded to Step 2, Sharon Medical and REA. Commissioner Barka seconded the motion and all voted in favor.

EGW
Date 11-25-96

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Walker moved to adjourn at 9:35 AM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

8JW
Date 11-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
July 22, 1996

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mr. William Sturtevant-Nursing Home Administrator, Mrs. Theresa Young-Fiscal Officer, Mrs. Jayne Jackson-Staff Accountant; Ms. Robyn Wotjusik-Cooperative Extension Coordinator, Mrs. Jude Gates-Administrative Assistant to the Director of Maintenance, Mr. John Weinbrecht-Director of Human Resources, Mr. Roy Morrisette-Personnel Assistant, Mr. Gene Charron-Superintendent at the House of Corrections and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Mrs. Young and Mr. Sturtevant recommended to the Board that the auditor's bid be awarded to Vachon in an amount not to exceed \$27,640.00.

Commissioner Walker made the motion that the auditor's bid be awarded to Vachon as low bidder and as recommended by Mrs. Young and Mr. Sturtevant not to exceed \$27,640.00, for a two year contract.

Mrs. Young stated that a letter should be written to Mr. Grzelak acknowledging all the good work he has done and to Deloitte and Touch for all the good work they have done in past years.

Commissioner Barka seconded the motion. Both Commissioner Walker and Barka were in favor of the bid award.

Mr. Orr recommended to the Board that TAN borrowing bid be awarded to BayBank for \$8.25 million.

Commissioner Walker made the motion that the TAN borrowing bid be awarded to BayBank for \$8.25 million, based on the recommendation of Mr. Orr and as the lowest bidder. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker asked that Commissioner Barka reconsider his motion regarding adopting the Administrative Codes as written to allow for revisions to those codes as they pertain to Rockingham County.

E. J. [unclear]
Date 11-25-96

Commissioner Barka moved to reconsider his motion to adopt the Administrative Codes as written. He stated that this reconsideration is based on the need that changes are to be done. Commissioner Walker seconded the motion and the vote was unanimous of those present.

Commissioner Walker moved to rescind the Administrative Code and AC-1-2 Code and the Commissioners come back with different language. She stated that the intent is good but this needs to be customized to the operations of Rockingham County. Commissioner Barka seconded the motion and all present were in favor.

Commissioner Walker stated that the next meeting will be July 24, 1996 at 9:00 AM to allow bid awards, bid openings and other information that the Departments would like to discuss.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Walker moved to adjourn at 1:25 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

890
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
July 24, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mrs. Cathy Stacey-Register of Deeds, Mr. William Sturtevant-Nursing Home Administrator, Mrs. Nancy Lang-Assistant Administrator of the Nursing Home, Mrs. Jayne Jackson-Staff Accountant, Ms. Robyn Wojtusik-Cooperative Extension Coordinator, Mrs. Jude Gates-Administrative Assistant to the Director of Maintenance, Mr. Bob Gilbert-Maintenance Foreman, Mrs. Diane Gill-Human Services, Mr. John Weinbrecht-Director of Human Resources, Mr. Gene Charron-Superintendent at the House of Corrections and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present was Ms. Donna Roveto of Foster's Daily Democrat.

Commissioner Barka called the meeting to order at 9:05 AM.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

Mrs. Wojtusik reported that the Mr. Charron's crew has been painting her office and it is going very well.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mr. Gill stated that the painting is going well at her office.

Mrs. Gill stated that the grant proposals are due August 2 and the review will take place August 15.

Commissioner Barka stated that there were three summer grants that were not awarded. They will come back for review on August 15.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Robert Gilbert

Mr. Gilbert had nothing to report to the Board.

REPORT FROM THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson had nothing to report to the Board.

EGW
Date 11-25-96

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron presented the Board with a copy of the accreditation report.

Mr. Charron stated that he will be receiving a plaque which is good for three years.

Mr. Charron stated that the population is showing a decline. There are 245 inmates, 9 Federal, 36 work release, 10 state prisoners. The total in-house population is 224.

Mr. Charron stated that there is revenue coming in from the work release program.

Commissioner Walker asked Mr. Charron how the installation of the bunk beds was progressing. Mr. Charron stated that the units have been ordered and he has been informed that it will be about 4-5 weeks to fabricate the beds. He stated that when they come in the inmates will paint them.

There was discussion regarding the work release program. Mr. Charron stated that Seabrook, Exeter and Portsmouth are interested in the program.

Commissioner Barka stated that some publicity should be done regarding the work release program. Commissioner Walker suggested getting pictures of the inmates painting at Cooperative Extension. This might be good for public relations, savings in the County budget, by using the inmates.

There was discussion regarding the contact person regarding the work release program.

There was discussion that the Jail and Maintenance work hand in hand with the work release program.

Commissioner Walker stated that she wanted to sit down with Mr. Charron to discuss the work release policy. There was discussion regarding the evaluation required prior to putting an inmate out on work release. Mr. Charron stated that a certain percentage of sentenced inmates would not be allowed out on the work release program.

There was discussion regarding the use of inmates throughout the County as opposed to be used by various towns.

EJW
Date 11-25-96

Commissioner Walker stated that E.F.F.O.R.T.S. has requested a trailer to store their equipment. There was discussion regarding hooking up of electricity, water, heat and placement on a permanent slab. There was discussion that this would be a good meeting place.

Commissioner Barka stated that he wanted the Town of Salem to have one of the trailers.

Commissioner Walker moved to give one of the trailers to E.F.F.O.R.T.S. with the location to be determined at a later date. Maintenance will come back to the Board with the cost for hook up and placement on a slab.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that the move went smoothly. The Maintenance Department was fantastic. Everything was ready for operation within three days. She stated that the new building has on-going problems with septic. The State is still working on it. The processing area was flooded. She did state that the facility is beautiful.

REPORT FROM THE NURSING HOME - Mrs. Nancy Lang

Mrs. Lang recommended awarding the partition bid to Office Interiors as low bidder, in the amount of \$3,112.76. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for beef:

Associated Grocers

Commissioner Walker moved that Mr. Sturtevant be allowed to shop and award the bid to the lowest bidder or in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for paper:

TotalMed
Portsmouth Paper
Banner Systems of NH
Interboro Packaging
Central Paper

Commissioner Walker moved to allow Mr. Sturtevant to shop the bid. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated that she had applications for admission to be signed.

Egan
Date 11-25-96

Mrs. Young stated that a letter should be written to Mr. Grzelak acknowledging all the good work he has done and to Deloitte and Touch for all the good work they have done.

Commissioner Barka seconded the motion. Both Commissioner Walker and Barka were in favor of the bid award.

Mr. Sturtevant discussed the Do Not Resuscitate policy at the Nursing Home. Mr. Sturtevant stated that a new policy from the Federal Government states that the Nursing Home can not have this policy. He stated that this policy will be coming up for review by the Department of Health and Human Service. Mr. Sturtevant recommended that the Board talk to the Insurance Exchange regarding liability. Mr. Sturtevant stated that the State of New Hampshire is not in a position to enforce this new policy set by the Federal Government. This policy is also being reviewed by the State.

There was discussion about a policy being established regarding write-offs.

Mr. Charron stated that he will be on vacation next week.

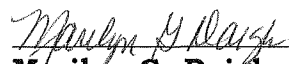
Commissioner Walker stated that the Board has until August 6 to respond to a Petition regarding the transfer of land at the old courthouse.

There was discussion regarding the Board getting back on the regular meeting schedule.

Mr. Sturtevant stated that he and Mrs. Young will at a conference in Lincoln on Tuesday, July 30.

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Walker moved to adjourn at 9:51 AM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners

EJW
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
July 30, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mr. William Hart-County Attorney, Mrs. Nancy Lang-Assistant Administrator of the Nursing Home, Mrs. Jayne Jackson-Staff Accountant, Mr. Ernest Woodside-Director of Maintenance, Mrs. Diane Gill-Human Services, Mr. John Weinbrecht-Director of Human Resources, Mr. Al Wright-Superintendent at the House of Corrections and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present were Mrs. Cheryl Hurley-Administrative Assistant to the Delegation and Ms. Victoria Parker-Legal Assistant to the County Attorney.

Commissioner Barka called the meeting to order at 1:08 PM.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill gave the Board a copy of the monthly report as well a brief description of the report.

Mrs. Gill stated that Ms. Barnes would ask the Board to vote to release grant money for Raymond Recreation for an extension of \$365.00 and The Upper Room asked for an extension through the month of August for \$2,400.00.

Mrs. Gill stated that the Nottingham Recreation Program was the new program that the Board had requested additional information. Mrs. Gill indicated that Ms. Barnes did forward the information to the Board.

Mrs. Gill stated that this is a release of the Nottingham Recreation Summer Program money, \$4,500.00.

Commissioner Walker stated that the Board was supposed to receive something from the Raymond Rec. Program, the rules and regulations of kids that they were supposed to write up pertaining to the skateboard park.

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Mrs. Gill stated that the \$365.00 that is referred to in the letter is for a scholarship for a child to go to the Teen Institute. Mrs. Gill stated she thought the skateboard park was another issue.

Mrs. Gill stated she believed the money was not being held up, it was left over from the original award.

Commissioner Walker asked Mrs. Gill what the status was regarding the Upper Room. Mrs. Gill stated, they did not use the money. They have projected that they will use it through the month of August.

Mrs. Gill stated that the information requested from Nottingham Recreation has been sent to the Board.

Commissioner Walker asked Commissioner Barka if he was satisfied with the information supplied and he stated he was.

Commissioner Walker moved to allow the extension of the grant money to be used by Upper Room, Nottingham Recreation and Raymond Recreation. Commissioner Barka seconded the motion and all voted in favor.

REPORT OF THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson stated she had nothing to report to the Board.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Al Wright

Mr. Wright reported the inmate population to be 245.

127 Pretrial
188 Sentenced
11 Federal/Immigration
9 State
15 Women
31 Work Release

Total in house population: 224

Mr. Wright recommended awarding the paper bid as follows:

Banner Systems - towels and clear trash liners
Portsmouth Paper - plastic teaspoons, plastic forks, plastic knives, heavy duty trash liners, styro cups, toilet tissue, rolled brown paper towels, 10" plastic plates, clear trash liners, disposal Scott towels, toilet paper junior escorts

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Commissioner Walker moved to award the paper bid to the companies so noted as low bidders, as recommended by Mr. Wright and which was included in the Nursing Home bid. Commissioner Barka seconded the motion and all voted in favor.

Mr. Wright stated he had an issue for non public.

REPORT FROM THE NURSING HOME - Mrs. Nancy Lang

Mrs. Lang recommended awarding the paper bid for the Nursing Home to Portsmouth Paper, Central Paper and TotalMed as low bidder.

Commissioner Walker moved to award the paper bid for the Nursing Home to Portsmouth Paper, Central Paper and TotalMed as low bidder and as recommended by Mrs. Lang. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated she had applications that needed to be signed by the Commissioners.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Robert Gilbert

Mr. Woodside stated he had several items he would like to bring before the Board for discussion, if possible.

Mr. Woodside stated that the issue of the bell at the old courthouse needs to be addressed. Mr. Woodside stated he is looking for direction from the Board regarding relocation and place of relocation.

There was discussion regarding the cost and location of where the bell could be placed at the Complex.

Commissioner Walker stated that she was told the time capsule is under the bell.

Commissioner Walker made the motion to move the bell and time capsule, subject to having money in the moving expense line. All other moving costs are to be paid prior to payment of the relocation of the bell and capsule. The bell will be located somewhere on the Rockingham County Complex property, to a site to be determined later. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside asked the Board if it would like to remove the lettering off the old courthouse building, "County of Rockingham." Mr. Woodside stated that if the lettering is to be removed, where will it be mounted. Mr. Woodside stated he believes the lettering could be removed by Maintenance with the bucket truck, provided it reaches that high. There

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what he wants and the remainder will be donated to the House of Corrections.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE - Mr. Hart

The Board asked Mr. Hart for direction regarding the Petition to Quiet Title. Mr. Hart stated the best way to handle the situation would be for the Commissioners to sign the Stipulation that Mr. Gainor has sent to the Board regarding the easement. There was further discussion regarding the stipulation.

There was discussion regarding the State purchasing some of the property in front of the old Courthouse for the use of a sidewalk.

Commissioner Walker made the motion that the Board agrees to the easement over the property to the Maynards with the conditions set forth in the Stipulation and that all associated costs with the filing in the Registry of Deeds are to be borne by the Maynards. Commissioner Barka seconded the motion and all voted in favor.

There was discussion regarding the Stipulation being recorded with the Minutes of the meeting.

The Commissioners appreciate the cooperation that the County Attorney has given the Board.

There was discussion regarding the need of establishing a Telecommunications Committee to address present and future needs of the County.

Commissioner Walker moved that the Commissioners create a telecommunications committee which would be designed for the purpose of researching and coming up with a plan for what needs to be done short term and long term pertaining to telecommunications and that the Board appoint to the committee Theresa Young, Bill Sturtevant, Jude Gates, Paul Argagna, someone from Cooperative Extension, if they so choose; someone from the Sheriff's Office, HOC, County Attorney and Register of Deeds. Commissioner Walker stated that they want the broadest possible input so that the County is assured that the needs are met for the next 10, 15, 20 years. Commissioner Walker stated that the first meeting is tomorrow morning with NYNEX and ICS at 9:00. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker stated that there are different procedures in County Government. Different departments have applied for grant monies that would run through the County. She stated that only the Commissioners have authority to request anything on behalf of the County. Some

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departments have written grants and awarded grants and the Commissioners did not know anything about it until the County got the money. She stated that with every grant there are rules and regulations. The Commissioners do not always have a copy of the rules and regulations so they have not always been in compliance with following those rules because they did not know what the rules were. Therefore, grants were applied for by other people other than the Commissioners.

Commissioner Walker stated that she has written a policy and procedure form for the process that must be followed when anyone wants to apply for a grant using Rockingham County's name.

Commissioner Walker moved to accept the procedure for applying and accepting grants in Rockingham County. Commissioner Barka seconded the motion and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II (c) on a roll call vote. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 11:06 AM.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
JULY 30, 1996

The Board of Rockingham County Commissioners met in Non-Public session under RSA Chapter 91A:3 ii, (c) on a roll call vote. Those present were Commissioners Barka and Walker, Mr. Al Wright, Mr. John Weinbrecht and Mrs. Marilyn Daigle.

The Board met regarding a personnel issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91 A:3 (c) Commissioner Walker moved to adjourn at 11:15 AM on a Roll Call vote. Commissioner Barka seconded and all voted in favor.

Commissioner Walker moved that based on the recommendations of Superintendent at the House of Corrections and the Director of Human Resources that the Board of Commissioners vote to terminate the CO who has been found to violate the code of conduct of the County. This is based on Page 10, Article 14 Section 14.3 Conduct Subject to Disciplinary Action 14.3 (a) & 14.3 (k). Commissioner Barka seconded the motion and all voted in favor.

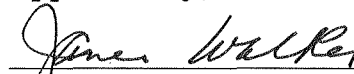
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Date 11-25-86

There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Walker moved to adjourn at 11:15 AM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners
Approved by,



Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
August 12, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. Wayne Vetter-High Sheriff, Mrs. Cathy Stacey-Register of Deeds, Mr. William Sturtevant-Administrator of the Nursing Home, Mrs. Theresa Young-Fiscal Officer, Mrs. Jayne Jackson-Staff Accountant, Mr. Ernest Woodside-Director of Maintenance, Ms. Sandy Powers-Human Services, Mr. John Weinbrecht-Director of Human Resources, Mr. Gene Charron-Superintendent at the House of Corrections and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present were Representative Dave Welch and Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:18 PM.

REPORT FROM REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated she had a bid waiver that needed to be signed for by the Board.

Mrs. Stacey reported that the basement at the new Courthouse has been closed as well as the bathroom that was utilized by Deeds. There is a problem with the plumbing which is being looked into by the State.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that the only issue he has was clarification of the new policy that was approved at the last meeting regarding the procedure for writing grants.

There was discussion regarding the policy as well as the concern of time and money being lost because of this new procedure.

Commissioner Battles moved that in the case of elected officials that this requirement need not be fulfilled, except for a county match. The motion failed for lack of a second.

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Mrs. Stacey stated she had a bid waiver for paper. The cost is \$22.90 a case. There was discussion regarding paper being ordered once a year. There was discussion regarding the bidding and RFP process.

Commissioner Walker stated that she will not sign the bid waiver. There was additional discussion regarding the bidding process.

Mr. Sturtevant stated that his bid waiver is for a sole source vendor for night stands. Commissioner Walker moved to waive the bid for the Nursing Home night stands as the sole source vendor. Commissioner Barka seconded the motion and all voted in favor.

There was discussion regarding the Board's signature is needed on a letter regarding an error made by the Department of Labor using the working "nursing home" instead of "government" entity.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron reported the inmate population to be 243.

- 118 Pretrial
- 125 Sentenced
 - 9 Federal/Immigration
 - 10 State
 - 16 Women
 - 36 Work Release

In house population: 221

Mr. Charron stated that he has received a plaque regarding the accreditation of the House of Correction.

Mr. Welch gave the Board status report regarding the Long Range Planning Committee regarding their 4-5 year projects. There was discussion regarding requests from the Committee going directly to the Departments and not through the Commissioners. By not going through the Commissioners, the Division Directors are being asked to be insubordinate to a directive from their supervisor, the Commissioners.

There was discussion regarding the Committee requesting information from certain departments and not from the County as a whole. There was discussion regarding a plan County wide.

There was discussion that there is a representative from the Commissioners Office is on this Committee, that being Commissioner Barka.

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REPORT FROM HUMAN RESOURCES - Mr. John Weinbrecht

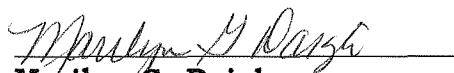
Mr. Weinbrecht stated he had nothing to report to the Board.

Commissioner Battles stated he had an issue for Executive Session regarding an organizational issue.

Mrs. Stacey stated she has an individual who is upset because some liens that were placed on his property without his knowledge. Mrs. Stacey has asked the Board to refer this matter to the County Attorney for his response as well as to the Insurance Exchange for their records.


There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles moved to adjourn at 2:00 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

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Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
August 26, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Nancy Lang; Assistant Administrator of the Nursing Home, Mrs. Jayne Jackson; Staff Accountant, Mr. Ernest Woodside; Director of Maintenance, Ms. Dawn Barnes; Human Services, Mr. John Weinbrecht; Director of Human Resources, Mr. Gene Charron; Superintendent at the House of Corrections and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present was Mrs. Cheryl Hurley; Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:03 PM.

REPORT FROM HUMAN SERVICES - Ms. Dawn Barnes

Ms. Barnes requested that the Board vote on the grants. Commissioner Walker moved that the Board award the grants for the diversion money in the amounts as recommended by the Review Panel:

Conditionally approved: conditions will be set forth in letters:

Family Support and Service Program	\$ 14,500.00
C.O.P.E.	16,834.00
Daniel Webster Council	14,432.00
Lincoln Street School	8,068.00
YMCA Bakie School	2,283.00

Approved with no additional conditions:

The Upper Room	\$ 26,661.50
Salem Boys and Girls Club	5,000.00
Northwood Teen Center	6,000.00
Plaistow Police Department	4,500.00
Newton Police Department	2,500.00
Hampton Child and Family Services	32,500.00
East Kingston Police Department	1,500.00
Family Mediation and Juvenile Services	2,000.00

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SAU 21 Parenting Program Extension Request
Approved/no
additional funds
appropriated

TOTAL GRANTS \$136,778.50

Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board a copy of the population breakdown at the House of Corrections.

REPORT FROM THE FISCAL OFFICE - Mrs. Jayne Jackson

Mrs. Jackson had nothing to report to the Board.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside had nothing to report to the Board.

REPORT FROM THE NURSING HOME - Mrs. Nancy Lang

Mrs. Lang recommended to the Board that the bid for the Glenco Refrigeration Unit be awarded to Glenco. Commissioner Walker moved to award the Glenco Refrigeration Unit bid to Glenco. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang recommended awarding the beef bid to Associated Grocers in the amount of \$2,580. Commissioner Walker moved to award the beef bid to Associated Grocers in the amount of \$2,580. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated there were bids to be opened for beef:

Associated Grocers

Commissioner Walker moved that Mr. Sturtevant or designee shop and award the bid to the lowest bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated there were bids to be opened for gloves:

Carriage Hill
LC Enterprises
Central Paper

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**TotalMed
Unicare.**

Commissioner Battles moved that Mr. Sturtevant or his designee shop the bid and come back to the Board with a recommendation. Commissioner Walker seconded the motion and all voted in favor.

Mrs. Lang stated there bids to be opened for provisions:

**JP Food Service
Shaheen
JP Food Services
Hallsmith Sysco
Donahue Brothers
Jordan Food
NorthCenter**

Commissioner Battles moved that Mr. Sturtevant or his designee shop the bid and award to the lowest bidder or the one in the best interest of the County. Commissioner Walker seconded the motion and all voted in favor.

Mrs. Lang stated there were bids to be opened for petroleum jelly:

**Unicare
Medline
TotalMed**

Commissioner Battles moved that Mr. Sturtevant or his designee shop the bid and come back to the Board with a recommendation. Commissioner Walker seconded the motion and all voted in favor.

Mrs. Lang stated there was an RFP to be opened for software for the Dietary Department:

**Sagrig
Positive Input
Prudential Login Assoc.
Computrition Inc.
C Bord Inc.**

Commissioner Battles moved that Mr. Sturtevant or his designee shop the RFP and come back to the Board with a recommendation. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker asked Mr. Woodside for a status report on the bid for windows in Blaisdell. Mr. Woodside stated that the specifications are

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Commissioner Walker stated that she spoke with Sheriff Vetter regarding the grant policy. Sheriff Vetter indicated that if he had time he would provide her with changes to the policy. Commissioner Walker stated that Sheriff Vetter has yet to provide those changes.

Commissioner Walker stated that the Kane Company has asked for a sample deed for the old courthouse. She has asked the County Attorney's office to begin this process as well as begin the process for the County to purchase the land in front of the old courthouse.

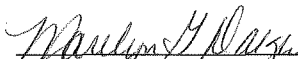
Commissioner Battles asked Mr. Weinbrecht for a status report regarding the sexual harassment training. Mr. Weinbrecht stated that seminars are scheduled for September 12 and September 14 as well as four Tuesdays and Thursdays to be determined.

There was discussion of extending this training to potential elected officials.

Commissioner Battles stated that the Association of Counties will be holding their annual conference in October. If anyone is interested in nominations to please get them to him by August 30. He requested that the nominations be put in an envelope and sent to the Administrative Assistant to the Commissioners.

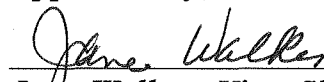
There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles moved to adjourn at 1:56 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

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Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
September 13, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Nancy Lang-Assistant Administrator of the Nursing Home, Mr. Robert Gilbert-Foreman - Maintenance, Mr. John Weinbrecht-Director of Human Resources, Mr. Gene Charron-Superintendent at the House of Corrections, Mr. Tim Dempsey-Deputy Treasurer and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Commissioner Barka called the meeting to order at 9:36 AM.

Commissioner Barka stated there were bids to be opened for Plate Lowerator for the Nursing Home:

Northeast Food Service Equipment
American Food service Equipment Co.
Dietary Equipment Co.
IGM Limited

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for a commercial garbage disposal:

CCS Colorado Contract Sales
United East
IGM
Dietary Equipment

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there was an RFP to be opened for Hazardous Waste Removal:

Triumvirate Environmental Inc.

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**Environmental Products & Services
New England Disposal Tech
General Chemical Corp.
Laidlaw Environmental
Northland Environmental Inc.
Enpro
Clean Harbours
Total Waste Management Corp.**

Commissioner Walker moved that Mr. Woodside shop the RFP and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that there were bids to be opened for groceries:

**AG Food Service
North Center Food Service
Shaheen Brothers
JP Food Service
Hallsmith Sysco
Jordans**

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for fish:

**AG Food Service
NorthCenter
Jordan's
Hallsmith Sysco
Shaheen Bros.
North Food Center
JP Food Service
Al's Seafood**

Commissioner Walker moved that Mr. Sturtevant shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for Provisions:

**Shaheen Bros.
Jordan's
Northern Food Service**

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**North Center
JP Food Service
Hallsmith Sysco**

Commissioner Walker moved that Mr. Sturtevant shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for franks:

**Lionel Lavey Meats
AG Food Service
Shaheen Bros.**

Commissioner Walker moved that Mr. Sturtevant shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that there were bids to be opened for Chux:

**Unicare
Portsmouth Paper
Medline
Central Paper Products
Totalmed
Banner System**

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that were bids to be opened for cereal:

**NorthCenter
Hallsmith Sysco
JP Food Service
Shaheen Bros.
Donahue Bros. (2)**

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that there were bids to be opened for soft drinks:

Cocoa Cola - bid received three days late

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Pepsi

Commissioner Walker stated that the County should abide by the rules of the bid, otherwise we are compromising the bidding process if we included Cocoa Cola.

Commissioner Walker moved that because of the three day lateness of the Cocoa Cola bid, that they be excluded from the bid process this time. Commissioner Walker stated that the Board would allow Mr. Sturtevant to shop the bid to determine whether or not he wants to award it to Pepsi or go back out to bid. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker moved that if there is a second bid for cereal that is different from the first one that Mr. Sturtevant be allowed to shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that were bids to be opened for bread:

Nissen
Boyer Fassett
Country Kitchen

Commissioner Walker moved that Mr. Sturtevant shop the bid and come back with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker moved that should it be necessary that Mr. Sturtevant need to award the bids prior to the next Commissioners meeting, that Mr. Sturtevant be allowed to do so. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated that Mr. Sturtevant recommended awarding the latex glove bid to Central Paper. Commissioner Walker moved that based on Mr. Sturtevant's recommendation, to award the latex glove bid to Central Paper. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Lang stated that Mr. Sturtevant recommended awarding the petroleum jelly bid to TotalMed. Commissioner Walker moved that based on Mr. Sturtevant's recommendation, to award the petroleum jelly bid to TotalMed. Commissioner Barka seconded the motion and all voted in favor.

Mr. Charron recommended awarding the latex glove bid to Central Paper. Commissioner Walker moved that based on Mr. Charron's

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recommendation, to award the latex glove bid to Central Paper. Commissioner Barka seconded the motion and all voted in favor.

Mr. Dempsey gave the Board an explanation of the investment bid award.

There was discussion regarding the County's savings and a higher yield.

Mr. Dempsey stated that he is satisfied with the contract from Fleet.

Commissioner Walker moved that the Deputy Treasurer be allowed to enter into an agreement with Fleet Bank to confirm the vote of the Board on August 26, 1996. Commissioner Barka seconded the motion and the two Commissioners that were present were in favor.

Commissioner Walker moved that Mr. Dempsey sign the contract and the Chairman of the Board also sign on behalf of the Board. Commissioner Barka seconded the motion and the two Commissioners that were present were in favor.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board a copy of the population breakdown at the House of Corrections.

He stated that the population is not going down. There was additional discussion regarding the population.

He stated that there are 10 Federal prisoners. Mr. Charron stated that he sent over a revenue check to the Fiscal Office for \$10,000.

There was discussion regarding the computer system at the Jail as well as the need to look at hiring somebody to work with Mitel and Novell.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II (c) on a roll call vote. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 10:30 AM.

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Date 11-25-96

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

Mrs. Wojtusik stated that she had a request for a line item transfer.

REPORT FROM THE FISCAL OFFICE - Mrs. Jackson

Mrs. Jackson stated that NHMA Board of Directors will be meeting Thursday to go over health insurance rates. A meeting has been scheduled for the Commissioners to meet with them at 12:30 to discuss the rates.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Woodside

Mr. Woodside stated that he had a non-public issue.

Mr. Woodside stated he had a bid award regarding the hazardous waste removal.

REPORT FROM THE NURSING HOME - Mr. Sturtevant

Mr. Sturtevant reported to the census to be 295, three deaths over the weekend, 2 in the hospital, 20 applications for admission, 87 in the Adult Day Program.

Mr. Sturtevant stated that he had the application for the license renewal for the Nursing Home which needs to be signed by the Chairman. Commissioner Walker moved that the Board authorize the Chairman to sign the Nursing Home License Renewal Application on behalf of the Commissioners. Commissioner Battles seconded the motion and all voted in favor.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Charron

Mr. Charron gave the Board a copy of the population breakdown at the House of Corrections.

He stated the population to be 250, 30 in the building, 13 Federal prisoners, 11 State prisoners, 27 out on work release. Mr. Charron also gave the Board a breakdown of other areas.

Mr. Charron gave the Board a proposal from the Probation Department entitled "Half in and Half out." Mr. Charron gave the Board an overview of this program. He stated that this proposal is for their review. He stated that this was not a money maker for the County. There was additional discussion regarding this proposal.

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REPORT FROM THE HUMAN RESOURCES DEPARTMENT - Mr. Weinbrecht

Mr. Weinbrecht stated that a former employee has requested a hearing during the weekend. Commissioner Barka stated that he would rather have a hearing during the evening, as opposed to the weekend.

Commissioner Battles asked Mr. Weinbrecht for a status report on the Union contract vote. Commissioner Barka stated that he wanted to have a meeting on Friday to vote on the contract.

Commissioner Battles asked Mr. Weinbrecht how the Union voted. Mr. Weinbrecht stated the vote was 47 yes and 13 no.

The Board had been informed that the Union was not going to vote on the contract until September 30, October 1 or October 2.

Commissioner Barka asked Commissioner Battles when he would be available to vote on the contract. Commissioner Battles stated he was not available Friday. Commissioner Battles stated he was available Thursday, September 26.

Commissioner Battles asked Mr. Weinbrecht what the cost would be if the contract was approved. Mr. Weinbrecht stated he spoke briefly with the Fiscal Officer on Friday and he stated that she was of the opinion that the cost will be somewhere around \$125,000 but that is not official. There was additional discussion regarding the cost of the contract as well as the contract itself.

Commissioner Walker stated her concern that a figure is quoted with the press present before the Fiscal Officer has completed the task of costing out the contract.

Commissioner Barka stated we should have the cost available for the contract vote ready for a meeting on Monday, September 30.

There was discussion that the contract will go to the Delegation for ratification and that it is a contract that it is made up of tentative agreements that the majority of the Board has signed. Commissioner Walker stated no. Commissioner Battles asked what are we voting on. Commissioner Walker stated that the tentative agreements that the majority of the Board had signed are a small portion of the contract. Commissioner Battles stated that any changes to the contract would be changes that the majority of the Board has approved, correct? Commissioner Walker stated no. Commissioner Battles asked who approved those changes? Commissioner Walker stated that was a good

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question. Commissioner Battles asked Commissioner Walker to be more specific. There was further discussion regarding the contract.

Commissioner Walker stated that every portion of the contract was to come back to the Board for approval. This did not happen. Approval was gained from individual Commissioners without the Board's discussion. Some items which two Commissioners said no to are still in the contract, because employees thought the provisions were OK, the changes as approved by two Commissioners were not made before sending the contract to the Union to approve.

Commissioner Barka stated that the Commissioners meeting will be held on Monday, September 30 at 10:00.

Mr. Sturtevant recommended awarding the bid for the stainless steel heated plate lowerator to the low bidder, IGM in the amount of \$939.33. Commissioner Walker moved to award the stainless steel heated plate lowerator to the low bidder, IGM in the amount of \$939.33. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the bid for the garbage disposal with automatic reverse to the low bidder, IGM in the amount of \$2,152.50. Commissioner Walker moved to award the garbage disposal with automatic reverse to the low bidder, IGM in the amount of \$2,152.50. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended that the fish bid award be split, awarding 2,000 pounds of cod to Northcenter Foods for \$5,080.00 and haddock filet be awarded in 50 pound lots, 500 pounds, \$1,375.00 and the 60 pound lots, \$1,000 to Al's Seafood. Commissioner Battles moved to award the fish bid to Northcenter Foods in the amount of \$5,080.00 and Al's Seafood in the amount of \$2,375.00. Commissioner Walker seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the individual cereal bid to Donahue Brothers as the low bidder. Commissioner Battles moved to award the individual cereal bid to Donahue Brothers. Commissioner Walker seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the bulk cereal bid for the Jail to Donahue Brothers as the low bidder. Commissioner Battles moved to award the bulk cereal bid to Donahue Brothers. Commissioner Walker seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the soft drink bid to Pepsi in the amount of \$6.40/case. Commissioner Battles moved to award the soft

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drink bid to Pepsi in the amount of \$6.40/case. Commissioner Walker seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the bread bid to Boyer Fausett. Commissioner Battles moved to award the bread bid to Boyer Fausett. Commissioner Walker seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the provisions and grocery bid to the low bidders as follows:

- AG Foods
- Donahue Brothers
- Jordan
- Hallsmith Sysco
- NorthCenter
- Shaheen Brothers
- JP Foods

Commissioner Walker moved to award the bid for provisions and groceries as follows:

AG Foods	\$ 374.20
Donahue Brothers	\$1,060.70
Jordan	\$7,307.72
Hallsmith Sysco	\$ 401.72
NorthCenter	\$ 781.44
Shaheen Brothers	\$5,318.50
JP Foods	\$1,307.60

Commissioner Battles seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the frank bid to Associated Grocers. Commissioner Walker moved to award the frank bid to Associated Grocers. Commissioner Battles seconded the motion and all voted in favor.

Mr. Woodside recommended awarding the RFP for Hazardous Waste Removal to N.E. Disposal Tech. Mr. Woodside indicated that this was not the low bidder but they are the only company who bid a fixed cost of \$13,449.00. Commissioner Battles stated that where as this was an RFP he would like Mr. Woodside to contact the bidders to obtain a fixed cost.

Mrs. Jackson recommended awarding the actuary bid to AMI in the amount of \$4,800.00. Commissioner Walker moved to award the actuary bid to AMI in the amount of \$4,800.00. Commissioner Battles seconded the motion and all voted in favor.

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Commissioner Walker stated that the courthouse lease to the State of New Hampshire has not been signed. Changes were made that were not originally agreed to by the Board, this needs to be addressed.

Commissioner Walker stated that she received a letter from the Kane Company. She stated that several conditions of the contract were to be met by September 25 or a nonrefundable deposit was to be paid by the buyer. Commissioner Walker stated that in closing the deal, the County has to do certain things such as prepare the deed, purchase the land from the State, and get the ratification to the County Delegation. She stated that where the County has not completed all the areas that it needed to be completed, Commissioner Walker moved that the Purchase and Sale Agreement be extended for a another month before Brooks Brothers gives a non-refundable deposit.

Commissioner Battles stated that the non-refundable deposit was not contingent upon the County getting the deed ready. Commissioner Walker stated that it was. Commissioner Battles stated that closing was contingent upon the County getting the deed ready, the non-refundable deposit had nothing to do with getting the deed ready. Brooks Brothers agreed to a non-refundable deposit within 90 days. Commissioner Walker stated that if they didn't close. But, they are ready to close, the County has not met the conditions, so the County is not ready to close. Commissioner Battles asked what is the problem with getting the deposit. Commissioner Walker stated that the County can't charge them a non-fundable deposit if the County is not ready. Commissioner Barka stated that the County Attorney's office has not prepared the deed and we can't close without the deed. Commissioner Battles asked if this was also contingent upon the land being transferred? Commissioner Walker stated yes. Commissioner Battles asked for a status of the land being transferred. Commissioner Walker stated that she called the County Attorney's office and Mr. Hart did not know the status of the transfer. She stated that the extension gives the County time to get the land transferred. Commissioner Battles asked for a status report regarding the easement for the individual in Exeter. Commissioner Walker stated that this has been addressed. Commissioner Battles stated that he is worried that the Board is going to continually grant all these things because we can't get the land transferred. He stated that he does not want to draw this out and have them able to just walk away from the deal at any time. If they have a non-refundable deposit, they will bear with us. Commissioner Barka stated that the County has a County Attorney that is supposed to have the deed for the Commissioners and the County has yet to get the deed. Commissioner Battles asked that if we have the deed, we are still waiting for the transfer of the property, are we going to extend it for that as well? Commissioner Walker stated no. She stated that the County needs to get the land from the State which only the County can purchase. The Commissioners need the Delegation to ratify the purchase

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There was additional discussion regarding the easement for NYNEX as well as a possible site review to check for wetlands.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 3:23 PM. Commissioner Battles seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

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**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
September 30, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker, Mrs. Cathy Stacey-Register of Deeds, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. Ernest Woodside-Director of Maintenance Mr. John Weinbrecht-Director of Human Resources, Mr. Gene Charron-Superintendent at the House of Corrections, Mrs. Diane Gill-Human Services, Mrs. Theresa Young-Fiscal Officer, Mrs. Jayne Jackson-Staff Accountant, Mr. Roy Morrisette-Personnel Assistant and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present was Mrs. Cheryl Hurley-Administrative Assistant for the Delegation.

Commissioner Barka called the meeting to order at 1:20 PM.

Commissioner Walker moved that the line item transfers on the Consent Calendar be approved with the correction that there is only one transfer in the County Attorney's office and that is for advertisements. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside had nothing to report to the Board.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she wanted to go over a couple of issues with the Board regarding the new courthouse, just to keep them apprised. She stated that she has spoken with Mr. Woodside regarding the problems they are having with the water heater. Mrs. Stacey was informed by the State that a residential water heater was put in instead of a commercial water heater. Mr. Woodside is checking the plans to make sure that a commercial heater was ordered. Mrs. Stacey stated that they now have a toilet that is operating. Mrs. Stacey also reported to the Board that there are ongoing problems with water leaks in the roof as well as snakes coming in the building as well. Mrs. Stacey stated that there was a diesel

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fuel smell backing up into the ventilation, which is caused by a problem with the generator.

Mrs. Stacey stated that the other issue she has in regard to pay telephones. These phones could not be used to make outgoing phone calls because they were full of coins. She will be writing to the State to address this issue.

There was discussion that Mr. Woodside has nothing to do with the maintenance of building therefore he should not be receiving any calls. Mrs. Stacey stated that Mr. Woodside was notified because he has the information regarding what the building plans provided.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board a copy of the population breakdown at the House of Corrections.

Mr. Charron also reported to the Board on an article that appeared in the newspaper that an inmate, out on work release, found a pocketbook that had been stolen. The inmate turned it over to the CO who in turn returned the pocketbook to the North Hampton Police Department.

REPORT FROM THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young requested a work session for the budget. Mrs. Young requested a work session for 12:30 on Tuesday.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 297, one death over the weekend, two in the hospital, 1 admission scheduled, 17 applications for the admission and 87 in the Adult Day Care.

Mr. Sturtevant stated that he had bids to be opened for turkey:

Lionel LaValley Meats
Poultry Products

Commissioner Walker moved that Mr. Sturtevant shop and award the bid to the low bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor .

Mr. Sturtevant recommended awarding the Chux bid to TotalMed in the amount of \$17.93 a case. Commissioner Walker moved, based on the recommendation of Mr. Sturtevant, to award the Chux bid to TotalMed in

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the amount of \$17.93 a case. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

Mr. Sturtevant recommended rejecting the bed bid that was opened on September 23, 1996 as only two bids were received and one of those bids was late. Commissioner Walker moved to reject the bed bid and resend the bid. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

Commissioner Walker moved that the Commissioners settle a legal lawsuit and agree to the settlement which the Commissioners have already verbally agreed. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

There was discussion of the NYNEX easement. Commissioner Walker stated that a new clause has been added regarding the Delegation vote to approve the easement, prior to the slab being poured. Commissioner Walker stated that a clause has also been added that any additional taxes that might be required of Rockingham County as a result of the easement will be paid by NYNEX each year.

Commissioner Walker moved to grant the easement to NYNEX subject to the Delegation approval and subject to the conditions as listed on the easement. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

There was discussion regarding the trailer that was donated to EFFORTS and the cost of hooking up the trailer to water, sewer, etc.


Commissioner Walker moved, that in lieu that the County does not have the funds budgeted in the County budget, that the Board look toward and have EFFORTS look toward having donations to be able to accomplish moving the trailer, at least for the rest of this year to see if it can be done. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

REPORT OF THE HUMAN RESOURCES DEPARTMENT - Mr. John Weinbrecht

Mr. Weinbrecht apologized for calling of the Joint Loss Management meeting. Mr. Weinbrecht asked the Board if they wanted to act on the centralization of records. Commissioner Walker stated she wanted to discuss it with Mr. Weinbrecht and the Board first.

REPORT OF HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill gave the Board her monthly report.


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She also asked for a status of the Peer Mediation Grant. Commissioner Walker stated that we are waiting for all three Commissioners to sign the Grant.

Commissioner Barka called for discussion of the Ethics Protocol that was drafted on June 29, 1995.

Commissioner Walker stated that she had a proposed change to the protocol.

She stated that she was adding a section to it. She stated that except for one sentence it is the ethics policy that is adopted by the National Association of Counties. She stated that she is adding it to the ethics protocol.

Commissioner Barka made the motion to reconsider the vote of June 17, 1996 regarding the ethics protocol. Commissioner Walker seconded the motion and of the two Commissioners present, all voted in favor.

Commissioner Barka made the motion to remove the entire Section III entitled "Section County Ethics Commission" and add subparagraphs I through L to the existing language already contained in Section I and Section II of the Ethics Protocol that was voted on June 17, 1996. Commissioner Walker seconded the motion and of the two Commissioners present, all voted in favor.

Commissioner Walker stated that the Union contract vote will be scheduled for Tuesday, October 1 at 2:00 PM with a work session on the budget at 12:00.

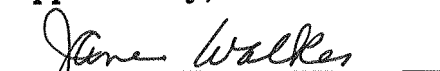
There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 1:46 PM. Commissioner Barka seconded the motion and of the two Commissioners present, all voted in favor.

Respectfully submitted,


Marilyn G. Daigle

Administrative Assistant to the
Rockingham County Commissioners

Approved by,


Jane Walker

Jane Walker, Vice Chair
Rockingham County Commissioners

/mgd

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many without any discussion by all three Commissioners and of the allowing for the input from all three Commissioners. She stated that today we to come to a contract where we can say yes or no. There are provisions in the contract that she never had a chance to say yes or no to because it did not go to the Board before it got to the final stage. She stated that there are things in the contract that two Commissioners said they did not approve and yet they are still there. This is not a fault of the Union or the employees of the Union. She stated that she regretted that this situation exists but the Commissioners our problem is internally. It should not be reflected nor should the Union be punished for that. She stated that she has enjoyed working with the members of the Union. She stated she enjoyed doing the negotiating and she respected each and everyone for their opinions whether she agreed with them or not. She stated that she understood where they were coming from. She stated that because of these decisions and because there are things in the contract that she did not have a chance to say yes or no to she cannot vote for the contract. But because of the internal problems within the Commissioners that should not be a reason for the Union employees to be punished so she will not vote against the contract either. For that reason she is abstaining from voting on the contract. She will not be implementing the contract, she will not be here when it is implemented and for that reason she will be abstaining.

Commissioner Battles stated that last week we put this vote off for a week against his better wishes because of the fact Commissioner Walker needed more time to contemplate this. He asked Commissioner Walker what transpired in the last week that was any different from what it was last week. Commissioner Walker stated that the vote was put off last week because it was not on the agenda. She stated that the purpose of the agenda is to post the meeting and to let everybody know what is going to be on the agenda. She stated that anything as important as a vote on a Union contract should be posted and it should be posted 24 hours in advance and that was not done last week because we were told that the Union would not be voting on the contract until this week. This was not scheduled on the agenda because we were told that the union was not voting on the contract until this week. Commissioner Walker stated that at 11:00 Commissioner Battles wanted to put it on the agenda and vote on it and it had not been posted and she did not want the legality to be questioned, the legality. Mr. Whitehouse asked if the notice of the date of the votes came from the Union. Commissioner Walker stated no, it was notice from our employees.

Commissioner Battles stated that another point he would make is he disagreed that we ever made such an agreement to use a line item veto, that is totally false.

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Commissioner Walker stated the agreement was that every decision would be brought to the Board for a vote. The issues were brought to the individual Commissioners not the Board. Many issues Commissioner Walker was not aware of until she saw the final document.

Commissioner Battles stated that he would also like to mention on behalf of the employees who seem to be faulted here, is that we were asked by our negotiator if this was ok to send forward to the Union and all three Commissioners were there and nobody spoke up against it.

Commissioner Walker stated that two Commissioners said no to some of the issues that went to the Union. Commissioner Battles stated he did not say no. Commissioner Walker stated that at that particular meeting Commissioner Battles had already given his vote away to one of the employees anyway. She stated that he said whatever the employee said is ok with him, but that is beside the point. Commissioner Walker stated that two of us remembered saying no that it was not ok and it still went to the Union, that is not the Union's fault. Commissioner Battles asked Commissioner Barka if he remembered this? Commissioner Barka stated that he agreed with Commissioner Walker but he would vote for it anyway. Commissioner Walker stated that he said no that day. He stated that he did but he is ready to vote today to get this over with. There is no need to penalize the people that work for the County, it is a good contract and our negotiator who we paid a lot of money, did a good job. Commissioner Battles stated that he is tired of the stalling on behalf of the Commissioners, let's go ahead with the vote.

Commissioner Walker stated that the Commissioners are not stalling. Had Commissioner Battles been here yesterday we would have voted on it yesterday. Commissioner Battles stated that this brings up another point. Commissioner Barka stated that he does sympathize with Commissioner Walker. He stated that he wants to get this vote over with for the sake of our good relations with our correction officers. He stated that he is under constraint, deadline. The Executive Committee is going to have a meeting on the 11th of October and they wanted a chance to vote on the contract and make a recommendation to the full Delegation, sometime later in the month of October.

Commissioner Barka called for a roll call vote on approving the Union contract, Battles - yes, Barka - yes, Walker - abstaining. Commissioner Barka stated that there are two yes and one abstention. The contract has passed the Commissioners.

Commissioner Battles stated that for the record in regards to the votes that were taken yesterday, he does not approve of the vote to disband the Ethics Commission.

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Commissioner Battles stated that he does not approve going forward with giving an easement to NYNEX without more thorough investigation. Commissioner Walker stated that they have done a thorough investigation and meetings were set up and he chose not to attend the meeting.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 2:23 PM. Commissioner Barka seconded the motion, all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 7, 1996**

A special meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. Ernest Woodside-Director of Maintenance & Engineering, Mr. Roy Morrisette-Personnel Assistant, Mr. Gene Charron-Superintendent at the House of Corrections, Mrs. Robyn Wojtusik-Cooperative Extension and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Kenneth Malcolm, Representative Kate Pratt, Mrs. Mary Ashcroft-Constitution State, Mrs. Cheryl Hurley-Administrative Assistant to the Delegation and Mr. Alexander Coolidge from Fosters Daily Democrat.

Commissioner Barka called the meeting to order at 1:02 PM.

Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II (c) on a roll call vote. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 1:04 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
OCTOBER 7, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mrs. Mary Ashcroft and Mrs. Marilyn Daigle.

The Board met to hear an employee issue in the Nursing Home.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Walker moved to go out of Non-Public session at 1:09 PM on a Roll Call vote. Commissioner Barka seconded and all voted in favor.

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REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

Mrs. Wojtusik stated she had nothing to report to the Board.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Woodside

Mr. Woodside stated that he had nothing to report to the Board. He did state that he wanted to make the Board aware that the bell will be moved to the new site this week. He stated that he would give the Board a day's notice prior to the move.

There was discussion regarding the press being present when the bell is moved to the new site.

There was discussion regarding the time capsule being moved at the same time as the bell.

Commissioner Walker stated that if the Board is interested in having the press present, to contact the Administrative Assistant and she will make arrangements.

Commissioner Walker stated that the salary comparisons for the Maintenance upgrades were received this morning. This will be put on next Monday's agenda.

REPORT FROM THE NURSING HOME - Mr. Sturtevant

Mr. Sturtevant reported to the census to be 296, one in the hospital, two deaths over the weekend, 18 applications for admission, 87 in the Adult Day Program.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Charron

Mr. Charron gave the Board a copy of a follow-up letter regarding the "Half Way In - Half Way Out" program. He stated that this letter is expressing that the inmates involved in that program will pay for their own medicals. Mr. Charron stated that the Probation Department is looking for a decision, either way, regarding participation.

There was discussion regarding what the inmate pays the County per day. Mr. Charron stated that the cost was twice the hourly rate. He stated that on the average they make \$9-10.00 an hour, so that would be \$20.00 a day.

Commissioner Battles made the motion to go along with Mr. Charron's recommendation regarding the "Half Way In - Half Way Out" program.

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There was discussion regarding the amount of participation and the ability to determine whether or not we will take a particular inmate.

There was discussion regarding that this may not be a significant revenue source. There was discussion regarding the County's liability.

Commissioner Barka stated that he does not like this program.

Commissioner Walker suggested starting out with no more than 5 inmates to see how it works.

Commissioner Battles asked that the motion be seconded for discussion. Commissioner Walker seconded the motion for discussion.

Commissioner Battles stated that his understanding is that this is a pilot program because it is under Mr. Charron's discretion. He can take it or not take it as he wishes. He can stop tomorrow, take one, etc. He stated that is the only restriction that would be in place, is that the County makes sure the HOC does this. He stated he has no problem with that, if that is what the Board wants to do. There was additional discussion regarding the amount of inmates to participate in the program.

Commissioner Battles moved to allow the County to participate in the pilot program "Half Way In - Half Way Out." At no time should it exceed more than 5 inmates and that it be reviewed on December 16 at to its effectiveness. Commissioner Walker seconded the motion. Commissioner Walker and Battles were in favor with Commissioner Barka who was opposed.

Mr. Charron gave the Board a copy of the population.

He stated the population is 246. He stated that the population over the weekend was up to 260. There are 132 pretrial, 114 sentenced, 11 Federal prisoners, 14 State prisoners (the balance between the females that we have up there), 31 out on work release, 3 at the State prison, 11 females at the women's state prison, 1 at the State Hospital, 1 at Hillsborough, 3 at Strafford. There are 227 in the building.

Mr. Charron gave the Board a brief description of the charts he presented to the Board with regard to the population at the House of Corrections for the month of September during years 95-96.

There was discussion regarding the cost of medicals for State and Federal prisoners and who bore the cost for the medicals.

There was discussion that the 15% increase in the population needs to be addressed with EMSA when during contract negotiations.

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There was discussion regarding the bunks that are being installed. There was discussion that the bunks that were originally sent were inappropriate and need to be returned. Mr. Charron has stated that the company has offered to sell these bunks to the County for \$100 a piece, rather than having to pack them up and ship them back to the New Jersey. Mr. Charron stated that the bunk itself, with a little retrofitting of putting the lip on by this welder, is something he feels that can be used in the future. He stated that the thickness is a little bit different on that unit. He stated that he thought it would still support the weight of the inmate. There was discussion regarding asking for the appropriations in next year's budget for the welding. There was discussion of making the company a lower offer of \$50 per bunk. There was discussion of storing the bunks and using them in the future.

Commissioner Walker recommended that while the company is coming up to pick up the other bunks, if there is \$1,800 left why not purchase and have them bring and deliver whatever we can get for \$1,800. That way we won't have to pay shipping charges because they will bring up the appropriate bunks. That way the money can be put into next year's budget for the welding.

Commissioner Walker moved, that after a thorough review of the budget, if there is sufficient money after we look at the Union contract, if there is still money left in the budget, that we allow the Superintendent to purchase how ever many beds can be purchased out of the \$1,800 and have the bunks delivered when the company comes up to pick up the beds that are not conforming to the specifications. Commissioner Battles seconded the motion and all voted in favor.

REPORT FOR THE HUMAN RESOURCES DEPARTMENT - Mr. Roy Morrisette

Mr. Morrisette stated that New Hampshire Municipal Association gave the rates for the other two options with higher co-payments and deductibles. Mr. Morrisette gave the Board that information for them to review.

Mr. Sturtevant has requested that a date be set for the Commissioners to meet with him, Diane Gill and Theresa Young to talk about what is coming down the line in long term care counselor program that the State is asking the counties to participate and administer. He stated that this will have an effect on the 1997 operating budget.

Commissioner Walker stated that one of the meetings that needs to be coordinated also, sometime this week, is to meet with the subcommittee from the Personnel Commission to look at salaries. Commissioner Walker stated that this meeting needs to take place this week or next week at

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the very latest because we need to be making recommendations at the November meeting for a vote by the Personnel Commission to recommend what pay raises, cost of living increases and merit pool should be put into the 1997 budget. Commissioner Walker stated that she thought November would be the very latest that the Board can make that recommendation. That subcommittee needs to meet this week, next week at the very latest.

Commissioner Battles stated that he was available to meet Wednesday, October 9 at 10:00 AM to meet with HICPIC. Commissioner Walker suggested saying tentatively Wednesday or tentatively next Wednesday, if that does not work.

There was discussion regarding the Commissioners having weekly meetings until the end of the year.

Commissioner Walker moved that for the rest of the year the Board hold Commissioners meetings every Monday at 1:00 PM except when the Monday falls on a holiday then it would be held on Tuesday. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Barka stated that we need to have a VNA transfer for Friday somewhere. Commissioner Walker stated that the office will process that. Commissioner Battles asked what the VNA transfer was from. Commissioner Barka stated that it was the VNA money that they have never come in to receive it. Commissioner Walker stated that they changed their status. Commissioner Battles asked if this was in the budget for Non-County Specials. Commissioner Walker stated that it was in Non-County Specials but in order to avoid the possibility of someone sending in a request, and it being processed without the Commissioners catching it, she suggested that the Board request the Executive Board to transfer the money from the line item to some place else. Commissioner Barka stated that way, the VNA won't get it. Commissioner Walker stated that the money would not be there for them if they applied for it.

Commissioner Barka stated that VNA has had some sort of reorganization. Commissioner Battles stated that they are applying for the monies that the Delegation has already awarded. Commissioner Barka stated that the Board is recommending that it be transferred to other uses. Commissioner Walker stated that the conditions under which they applied for the money no longer exist, they are no longer a non-profit organization. Commissioner Battles stated that he is not sure that is true. He stated that he just checked into this himself. Commissioner Walker stated that VNA were supposed to come in and talk to the Board. Commissioner Battles stated that Representative Welch has checked into this as well. Mrs. Hurley stated that Representative Welch wrote a letter to Barbara Leake, who is the President of Rockingham VNA and Hospice,

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and invited her to an Executive Committee which she could not attend. Mrs. Hurley stated that she believed Representative Welch spoke with Commissioner Barka and stated that it was an issue for the Commissioners. They appropriated the money under Non-County Specials but it was up to the Commissioners whether or not to dispose of the money. Commissioner Barka stated that the Executive Board Chairman did talk to them. Mr. Sturtevant stated that this was before the budget process. Commissioner Battles stated that it was to check to see if this transfer was going to have any affect.

Commissioner Battles asked if the Board was sure whether this is a for profit organization. Mr. Sturtevant stated that they are a subsidiary of Exeter Hospital, which is a for profit organization. Mr. Sturtevant stated that the meeting he attended with Representative Welch was before the budget, before the public hearing. He stated that there were rumors around at that time before anything was consummated to find out what was going on. VNA had made the statement that they did not expect things to change. Commissioner Battles asked if their mission was the same. Mr. Sturtevant stated that he did not know.

Commissioner Battles suggested that before the Board spend the money that the Delegation originally allocated for VNA that the Board make one more effort. He stated that he would personally contact VNA to come in and speak to the Board. He stated that he thought the mission was the same. The Board is taking money that was allocated by the Delegation to balance the budget as opposed to giving it to Rockingham County VNA to take care of the elderly. He stated that is wrong. Commissioner Barka stated that he was not in favor of that. He stated that what we need to do is allow this transfer and let the Executive Board vote yes or no.

Commissioner Battles asked if the purpose of the motion was to hand it over and allow the Delegation to make that decision. Commissioner Walker stated that the Executive Board has to approve all transfers.

Commissioner Battles asked Commissioner Walker where she wanted to transfer VNA's money. Commissioner Walker stated that it doesn't necessarily have to be transferred into some place. She stated that she knows the Board is going to looking for money for the Union contract, any surplus money the Board has anywhere. She stated that she did not mind waiting until next week if Commissioner Battles wants to contact VNA. She stated that this could be put on next Monday's agenda.

Commissioner Battles stated that he did not want to take VNA's money and spend it to balance the budget or spend it to pay for the Union contract negotiations. He stated that his feeling was we all got together and budgeted so we could use the money to care for elderly and now we

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ought to, at the very least, make sure that that mission is one that can be done.

Commissioner Barka stated that if he was getting \$50,000 he would have been here the next day. Commissioner Battles stated that he is not sure what has happened. Commissioner Walker stated that she is willing to wait a week if Commissioner Battles will check it out this week.

Commissioner Barka stated that the Long Range Committee has asked to be put on the Commissioners agenda but they did not say when. Commissioner Walker stated that they wanted the Commissioners to come to their meeting. Mrs. Hurley stated that they wanted to get together as a whole with the Commissioners. Commissioner Walker asked Mrs. Hurley to give the Commissioners some possible dates. Commissioner Battles stated that Mondays are good for the Commissioners and possibly the Delegation because on Tuesdays, Wednesdays and Thursdays some of the members may be in Concord.

Mrs. Wojtusik stated that supposedly the Long Range Planning Committee was going to be asking all the Departments what their needs would be. She stated that this has not been done in her Department. Mrs. Hurley stated that they have met with the Nursing Home, Director of Maintenance & Engineering, Jail and the Sheriff's Department. Mrs. Wojtusik asked Mrs. Hurley if it was their intent to meet with other departments? Mrs. Hurley stated that she did not believe so. Commissioner Walker stated that she suggested this morning that they meet with Mrs. Wojtusik. Mrs. Wojtusik stated that she has some issues happening in her building. Commissioner Walker stated that she has asked the Long Range Planning Committee to meet with the Telecommunications Committee as well. Mrs. Hurley stated that she will mention it to Representative Packard regarding a meeting with Cooperative Extension and the Telecommunications Committee regarding County projects. Mrs. Hurley stated that she will let the Commissioners know as to how Representative Packard wants to proceed.

Commissioner Walker asked Mr. Charron about inmates that go with the correctional officer to the different towns. Could she request their services for the County. She stated that she would like the group to help clean out the area where the old CETA files are located. She needs their help to get rid of all the CETA files. She stated that the County Attorney is renting space for file cabinets and she feels that is a waste of money. If the CETA files are cleaned out and the junk is gotten rid of, that would make room for the County Attorney's files here and save the storage fee. Commissioner Walker stated that she would like to schedule this for some time next week and get that area cleaned. Commissioner Walker asked that this be coordinated with Mr. Morrisette. There was discussion that the items should be shredded with all the staples removed, prior to

burning the files. Mr. Morrisette stated that he would review his schedule for next week and get back to the Board.

Commissioner Barka introduced Representative Kate Pratt as the winner in the Primary Election for District 1 in Rockingham County. Commissioner Barka stated that hopefully and prayerfully she wins the election.

Commissioner Battles moved to allow Mr. Campbell to get the plaque that is located on the flagpole at the Rockingham County Courthouse in Exeter. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Battles stated that he wanted to recognize Mrs. Nancy Lang who was nominated and voted County employee of year. Commissioner Walker suggested that the Board send her a letter of congratulations.


Commissioner Battles stated that he wanted to recognize Attorney William Hart who was nominated and voted County Attorney of the year. Commissioner Walker suggested that the Board send him a letter of congratulations as well.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 1:57 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,
Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd


Date 11-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 15, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey-Register of Deeds, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. Ernest Woodside-Director of Maintenance & Engineering, Mr. John Weinbrecht-Human Resources Director, Mr. Gene Charron-Superintendent at the House of Corrections, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Kate Pratt, Mrs. Robin Walker-Democratic Candidate for County Commissioner for District 1, and Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:00 PM.

Commissioner Walker made the motion to approve the Minutes of the September 23, September 30 and October 1, 1996 meetings. Commissioner Battles stated that he needed to look at these Minutes and asked that the vote be held at the end of the meeting.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Woodside

Mr. Woodside stated that he had two items that were listed under New Business, position upgrades and the posting of the land for no hunting. Commissioner Walker stated that these items will be discussed under New Business.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Charron

There was discussion regarding an inmate out on suspended sentence because of an illness. There was discussion regarding who would bear the cost of the illness.

Mr. Charron gave the Board the current statistics at the House of Corrections.

Mr. Charron stated that the count was 247. There are 13 Federal prisoners, 14 State, 26 out on work release, 16 women at the Women's

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State Prison, 1 in Strafford, 23 outside. There are 224 inmates in the building.

There was discussion regarding the number of inmates who are pretrial as well as the number of inmates that are sentenced.

Mr. Charron stated that all of the training hours required for recertification have been completed. Mr. Charron stated that this is ahead of schedule.

Mr. Charron stated that the HOC is 100% in conformance with the Group II. He stated that effectively this morning there are two new employees that have come on to fill vacant positions. Mr. Charron stated that they have passed their Group II physical training.

Mr. Charron stated that on the 28th the Correctional Academy begins. There will be seven individuals attending.

REPORT FROM THE NURSING HOME - Mr. Sturtevant

Mr. Sturtevant reported the census to be 297, one death, 22 applications for admission, one admission scheduled for Wednesday, 95 in the Adult Day Program.

Mr. Sturtevant stated that on October 28th the residents will be participating through absenteeism ballots for the general election. Mr. Sturtevant stated that this will take place in the Hilton Auditorium. He stated that there will be about 40 residents voting.

There was discussion regarding votes coming from Nursing Homes that have a tendency to be identical. Commissioner Walker asked Mr. Sturtevant to provide the Board with the process that is used as to how the ballots are done.

REPORT FOR THE HUMAN RESOURCES DEPARTMENT - Mr. John Weinbrecht

Mr. Weinbrecht stated that he had nothing to report to the Board.

Commissioner Walker moved that the Board approve the upgrade of the position in the Maintenance Department - Lead General Maintenance Technician-Jail, from Grade VIII to Grade IX and send it to the Personnel Commission for approval. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker moved that the Board approve the upgrade of the Administrative Assistant position in the Maintenance Department, from a

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Grade IX to Administration Office Supervisor at Grade XI and that this be placed on the agenda for the Personnel Commission. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker asked the Board that the remaining position be deferred. Commissioner Battles asked the Board if this could be discussed in Non-Public Session to find out more details in the matter.

Commissioner Walker stated that there is a committee looking at land/water resources. She recommended that the Board wait to see what that committee would recommend before the Board upgrades this position. Commissioner Walker stated that the second reason is that if the Board regrades four positions in one year and two of them are in the same family, it doesn't look very good. She recommended that the Board wait and regrade the position next year.

Commissioner Battles stated that the report isn't going to affect Buildings and Grounds. He stated that his understanding is that the consensus was to suggest that it be put into General Government and that it be a consulting contract.

There was additional discussion regarding the regrading of the position.

Commissioner Walker stated that she would like to see the regrade postponed until next year. Commissioner Battles stated that he is against this.

Commissioner Battles moved that in accordance with the suggestion of Mr. Woodside that the position of Buildings and Grounds General Maintenance Technician position, Grade VII be regraded to Lead Buildings and Grounds/Land Management Technician, Grade VIII be approved by the Board. Commissioner Barka seconded the motion for further discussion. Commissioner Barka asked the Board if all were in favor of the motion. Commissioner Battles was in favor, Commissioner Walker and Commissioner Barka opposed the motion.

Commissioner Walker moved that Mr. Woodside be authorized to post the County land for no hunting again this year. Commissioner Barka seconded the motion. Commissioner Barka and Commissioner Walker were in favor. Commissioner Battles stated that he was opposed.

Commissioner Barka asked why the Board is posting the property for no hunting. Commissioner Walker stated that the land is posted for the safety of the residents, children at the daycare, employees and the inmates that are out working on the farm.

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Commissioner Battles stated that he believes there are some parts of county land that could be used for public access and it should be open for public access.

There was discussion regarding a request by the Hampton Falls Elementary School visit the old Courthouse in Exeter. There was discussion that it would be more beneficial to visit the new courthouse.

Commissioner Battles moved that the Board ask Mr. Woodside to contact Hampton Falls Elementary School and indicate to them the disray that exists at the building. If they decide that this is acceptable, and the County owns the building on the 30th, they be given a tour of the facility. Commissioner Barka seconded the motion. All were in favor of the motion with the exception of Commissioner Walker who opposed.

The Board signed the bid waivers that were requested by Mrs. Stacey for the C-Size Plan File, Anzac printer maintenance and Oce' 3200 Plan printer maintenance.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she received a letter from an attorney in the Rockingham County Bar Association regarding an open house to be held at the new courthouse the second week in November. She stated that as soon as she has a date from Mr. Monihan she will let the Board know so that they can be in attendance.

Commissioner Walker stated that she received a telephone call from Mr. Monihan pertaining to the open house being held on November 15. She stated that Mr. Monihan indicated that all would get invitations. She stated that Mr. Monihan has requested that the Board let him know of anybody that the Board would like to have invited to this open house.

Commissioner Barka stated that there were bids to be opened for the Nursing Home:

Cranberry Juice:

Jordans
Donahue

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back to the Board with a recommendation. Commissioner Walker seconded the motion and all voted in favor.

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There were bids to be opened for gentle rain:

TotalMed
ADCO

Commissioner Battles moved that Mr. Sturtevant shop the bids and come back to the Board with a recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for pork:

Poultry Products

Commissioner Battles moved that Mr. Sturtevant shop the bids and award it to the low bidder or the one in the best interest of the County. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for provisions:

Shaheen
NorthCenter Foods
Hallsmith Sysco
Jordans

Commissioner Walker moved that Mr. Sturtevant shop the bids and award it to the low bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and all voted in favor.

There was discussion regarding the Minutes and postponing the approval of the Minutes until next meeting.

Commissioner Battles stated that there are a bunch of Minutes that are outstanding that he has signed. Commissioner Battles asked if the Minutes could be put on the agenda for the next meeting, up through June.

There was discussion regarding the process for approving the Minutes.

Commissioner Walker stated that the Board would try to put all the Minutes on the agenda for the next Commissioners meeting.

There was discussion regarding a Non-Public Session for the Maintenance Department.

Commissioner Walker asked Mr. Charron what the process was for the Board to use County inmates to clean out the file room at the Commissioners office. Mr. Charron stated that he needed dates.

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Commissioner Walker stated that she could use the inmates on Wednesday, October 23 at 8:00 AM.

Mr. Charron stated that he would like to meet with the Board in a Non-Public Session to discuss the Deputy Superintendent position and the number of applicants he has received.

Commissioner Barka stated that the Board would hear Mr. Charron's concern in Non-Public Session at the next meeting.

Mr. Sturtevant requested that the issue of the County entering into discussions about the long term care counselor/gate keeper be put on next week's agenda.

Commissioner Battles asked Mrs. Hurley if she had a question for the Board. Mrs. Hurley stated that Representative Welch had mentioned that he had provided the Board with a Bill that was related to the NYNEX easement. Commissioner Barka stated that this Bill does not change anything. The Board does not need a permit. Commissioner Battles stated that as far as he is concerned this is a done deal, all the votes have been taken. There is no point in bringing it up.

Commissioner Barka stated Representative Welch wanted to remind the Board that they have the Bill. Commissioner Barka stated this is a done deal.

There being no further business to come before the Board of Rockingham County Commissioners in regular session, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 II, c on a roll call vote. Commissioner Battles seconded and all voted in the affirmative on a roll call vote at 1:43 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
BRENTWOOD, NH
OCTOBER 15, 1996**

The Board of Rockingham County Commissioners met in Non-Public session. Those present in the first session were Commissioners Barka, Walker and Battles, Mr. William Sturtevant-Director of the Nursing Home, Mr. John Weinbrecht-Human Resources Director and Mrs. Marilyn Daigle-Administrative Assistant to the Commissioners.

The Board met regarding an update of a personnel issue in the Nursing Home.

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Those present in the second session were Commissioners Barka, Walker and Battles, Mr. Ernest Woodside-Director of Engineering & Maintenance and Mr. John Weinbrecht-Human Resources Director.

The Board met regarding a personnel issue in the Maintenance Department.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Walker moved to go out of Non-Public Session at 2:24 PM on a roll call vote. Commissioner Battles seconded and all voted in favor.

Commissioner Battles moved that the disciplinary action taken by the Director of Maintenance & Engineering regarding a grievance be upheld. Commissioner Walker seconded the motion and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 2:30 PM. Commissioner Battles seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

EJW
Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 23, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey; Register of Deeds, Mr. William Hart; County Attorney, Mr. William Sturtevant; Administrator of the Nursing Home, Mr. John Weinbrecht; Human Resources Director, Mrs. Diane Gill; Human Services, Mrs. Theresa Young; Fiscal Officer, and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Henric, a friend of Commissioner Battles.

Commissioner Walker called the meeting to order at 10:20 AM.

Commissioner Walker made the motion to approve the Minutes of the 11-6, 11-13, 11-27, 11-30, 12-11, 12-19-95, 1-9, 1-22, 1-29, 2-12, 2-14, 2-26, 3-11, 3-25- 488, 4-22, and 5-13-96. Commissioner Battles seconded the motion and of the Commissioners present, all were in favor.

Commissioner Walker stated there were bids to be opened for paper for the Nursing Home:

**Banner Systems of Massachusetts
Central Paper
Interboro Packing Corp.
Brite USA
Portsmouth Paper**

Commissioner Walker moved that Mr. Sturtevant shop the bid and award it to the low bidder or to the one in the best interest of the County. Commissioner Battles seconded the motion and of the two Commissioners present, all were in favor.

Mr. Sturtevant recommended awarding the Gentle Rain bid to TotalMed as they were the low bidder.

Commissioner Battles moved to award the Gentle Rain bid to TotalMed as low bidder in the amount of \$7,085.00. Commissioner Walker seconded the motion and of the two Commissioners present, all were in favor.

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Mr. Sturtevant recommended rejecting the cranberry bid and sending it out again because of the insufficient response

Commissioner Battles moved to reject the cranberry bid because of insufficient response and allow Mr. Sturtevant to rebid it. Commissioner Walker seconded the motion and of the two Commissioners present, all were in favor.

Commissioner Walker stated that the County Attorney, under RSA 29-A:2, Defense and Indemnification of Public Officers, has asked for indemnification of legal counsel procedure in the matters of Mendez and Mooney.

Commissioner Battles moved to indemnify County Attorney Bill Hart in accordance with RSA 29-A:2 and allow him to seek and pay legal counsel in the matters of Mooney and Mendez. Commissioner Walker seconded the motion and of the two Commissioners present, all were in favor.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey gave the Board a status report of the condition of her office at the new Courthouse. There was discussion regarding water damage as well her concern of the computer wiring, which may have been damaged by the water.

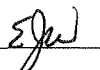
There was discussion regarding having the State check the wiring for water damages.

Mrs. Stacey asked the Board if it would be possible for the Maintenance Department to build some crates so that she may get some file cabinets off the floor to prevent further water damage.

Commissioner Battles requested that the Board send a letter to Mr. Woodside and ask him, when he has time, to build some crates for Mrs. Stacey.

There was discussion that the Board meets with Mr. Monihan regarding the lease to the Courthouse, that discussion take place regarding the building remaining open should the State decide to close during inclement weather.

Commissioner Battles suggested sending a letter to the employees that were involved in getting the facility back on line during the flood. Commissioner Walker suggested posting a letter of thanks to the employees on all the bulletin boards in all of the buildings. Commissioner Battles also suggested doing a letter to the editor.


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Commissioner Walker stated that all three Commissioners endorse a letter of thanks to the employees for a job well done. Commissioner Walker asked Commissioner Battles to do a letter to the editor on behalf of the Commissioners. Commissioner Battles stated that he would work with the Administrative Assistant to get the posted letter and that will be used as the letter to the editor.

There was discussion regarding the Peer Mediation Grant. There was discussion regarding the method of continued funding for the third year. There was discussion that funding would be picked up by the schools gradually during the second year and totally by the third year.

Commissioner Battles moved to accept the Peer Mediation Grant with the understanding that a letter be sent by Ms. Francour clarifying the issues of funding in the third year and that the County will not develop a program within the County's budget. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker stated that the County Attorney has indicated that the State will not be able to transfer the deed to the County for the land in front the building for another two weeks. This is outside of the extension that the Board has already given the buyer. Commissioner Walker stated that the County Attorney has requested that the Board extend the Purchase and Sale Agreement with Brooks Brothers for another two weeks.

Commissioner Walker moved extend the Purchase and Sales Agreement with Brooks Brothers for another three weeks. Commissioner Barka seconded the motion.

Commissioner Battles stated that where there is another offer of an additional \$50,000, could the Board consider this to be the last extension without getting some non-refundable money. There was discussion about the Board not being ready to close as opposed to the buyers being ready. Commissioner Battles asked that the Board pursue this request.

All were in favor of the motion.

Mr. Sturtevant gave the Board a breakdown of the overtime costs the Nursing Home has incurred during the storm.

There was discussion regarding FEMA and how the County will attempt to go about obtaining money for the damages incurred during the storm.

Mr. Sturtevant informed the Board that the rates for the Nursing Home for Medicaid have been set. The rate is set at \$116.11, this is increase of \$6.52 effective October 1.

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Mr. Sturtevant stated that at the next meeting he will have the recommendation regarding private pay. He stated that he is waiting to receive this information in writing.

Commissioner Battles moved that the County Commissioners approve the purchase of the property in front of the old courthouse located in Exeter for the sum of \$35,000.00. Commissioner Barka seconded the motion and all voted in favor.

Mr. Weinbrecht stated that he had grievances that the Board needed to hear. There was discussion that these grievances would be heard Monday morning at 11:00.

There was discussion regarding the grievance that was held last week and whether all parties had been notified. Mr. Weinbrecht stated that he would review the Minutes and draft a letter for the Board's signature.

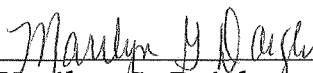
Mr. Hart stated that the purchase of the property in front of the old courthouse would be wrapped up within a week or two.

Mr. Hart gave the Board a letter regarding the John Elkins homestead being declared a historical site. There is no action required by the Board.

There was discussion of surplus money in various departments being used for the damages sustained during the storm. There was discussion that each department notify the Board of any surplus money in their budget. There was discussion that no transfers be done until the department is notified that a transfer is to take place.

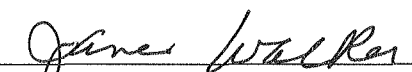
There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles moved to adjourn at 11:03 AM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

EJW
Date 11-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
October 28, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey-Register of Deeds, Sheriff Wayne Vetter-High Sheriff, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. John Weinbrecht-Human Resources Director, Mr. Gene Charron-House of Corrections, Mr. Ernest Woodside-Director of Engineering & Maintenance, Mrs. Diane Gill-Human Services, Mrs. Dawn Barnes-Human Services, Mrs. Theresa Young-Fiscal Officer, Mrs. Jayne Jackson-Staff Accountant, and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Kate Pratt, Representative Robert Dodge, Mrs. Robin Walker, Mr. Joe Farnese-Richardson Electric, Alexander Coolidge from Foster's Daily Democrat and Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:05 PM.

Commissioner Barka stated there were bids to be opened for beef for the Nursing Home:

Poultry Products

Commissioner Battles moved that Mr. Sturtevant shop the bid and award it to the low bidder or the one in the best interest of the County. Commissioner Barka seconded the motion and of the two Commissioners present, all were in favor.

There were bids to be opened for the refrigerated serving unit for the Nursing Home:

Interstate Restaurant
American Food Services
Holyoke Equipment
IGM Ltd.

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Barka

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seconded the motion and of the two Commissioners present, all were in favor.

There were bids to be opened for the smoke opacity unit system - HOC - Boiler Plant:

Northeast Mechanical Shop

Commissioner Battles moved that Mr. Woodside shop the bids and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for the freon recovery compressor systems:

Action Equipment

Commissioner Battles moved that Mr. Woodside shop the bids and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for the window replacement - Blaisdell Building:

Kinney Roofing

Commissioner Walker moved that Mr. Woodside shop the bids and come to the Board with his recommendation. Commissioner Battles seconded the motion and all voted in favor.

There were RFPs to be opened for the restoration of paintings:

**Art Conservation Laboratories
Nicholas Isaac
Paul McInnis - original and fax copy**

Commissioner Walker moved that the Commissioners shop the RFP and allow for input from anybody that might have expertise or knowledge before the award is made. Commissioner Battles seconded the motion and all voted in favor.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill gave the Board a copy of her reports for the months of August and September. She gave the Board a brief overview of the reports.

Mrs. Gill requested that the Peer Mediation be signed by the Chair. There was discussion that the grant had not been awarded.

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Commissioner Battles moved that the Chair sign, on behalf of the County, the Peer Mediation Grant. Commissioner Walker suggested waiting until the Board has read them and make sure that the wording is correct, as well as checking with the Fiscal Office regarding the wording. Mrs. Gill stated that she has gone over the contracts with the Fiscal Officer. Commissioner Walker will review the wording with the Fiscal Officer and give them to the Chair for signature. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker moved to award the grants as follows:

Community Diversion Program - no contingency	\$48,500.00
Londonderry School District - encumber for more information	\$ 3,150.00
Seacoast Mental Health - encumber until 1995 grant is reconciled	\$ 6,470.00
Family Mediation/Juvenile Services no contingency	\$10,500.00
Rockingham County Social Service Booklet Encumber Funds until Proposal Received and approved by Panel/ Board	\$ 2,000.00
TOTAL OF NEW GRANTS TO BE ENCUMBERED	\$70,620.00
Raymond Recreation/Skateboard Park Release encumbered funds	\$ 5,000.00

(As per attached sheet)

Commissioner Battles seconded the motion and all voted in favor.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that a Bid Waiver was brought over to the Commissioners Office for upgrading the computer software in his office. Commissioner Walker stated that if all three Commissioners agree to the

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waiver, a copy will be sent back to the Sheriff and it will be entered into the record at the next Commissioners meeting.

Sheriff Vetter stated that the other issue he had was regarding Personnel records. Sheriff Vetter stated that he would not be able to abide by the request of the Human Resources Department to send over the personnel records of the Sheriff's Department. He stated that the Supreme Court has held that law enforcement personnel records to be held by the Department as well as other statutory items. He stated that he will not be sending the records to the Human Resources Department. The records will be held and maintained at his office as they have been in the past. There was additional discussion regarding the retention of personnel records as well as non-essential information being sent to the Human Resources Department. The Board requested that Sheriff Vetter provide it with a copy of the case pertaining to law enforcement personnel records for their review.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated she had nothing to report to the Board.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that the Jail has been turned over completely to the Superintendent and about 80% of the mechanical are in operation at this time.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 294. There were five deaths late last week and over the weekend. There are 20 applications for admission and 97 in the Adult Day Program.

Mr. Sturtevant recommended setting the Medicaid rate at \$116.11 per day effective 10-1-96 and the private pay rate as of 1-1-97 be set at \$152.79 per day. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker moved that the County participate in the Gate Keeper Program and authorize the Commissioners in cooperation with the Nursing Home and Human Services, to work with the State in developing contract possibilities on the line of per capita reimbursement. Commissioner Battles seconded the motion and all voted in favor.

5 JW
Date 11/25/96

Mr. Charron stated that he also has a filming of the "Flood of '96" that includes WMUR. He stated there were a couple of other videos included with the HOC personnel looking at things from the County's perspective as well as some of the equipment damage.

Mr. Charron stated that when he asked for help, nobody said no.

Mr. Charron recommended awarding the paper bid for the Jail to Portsmouth Paper Company.

Commissioner Walker moved that the paper bid for the House of Corrections be awarded to Portsmouth Paper as listed on the attached sheet. Commissioner Battles seconded the motion and all voted in favor.

There was discussion regarding replacements that need to be done immediately. There was discussion that a blanket bid waiver has been granted to allow for damages that were incurred during the flood.

Commissioner Barka asked the Fiscal Officer when the Union employees could get the checks for the raises. Mrs. Young stated that the date for the retros is November 21 because they want to issue a separate check on other than a payroll date. Mrs. Young stated that in regard to their regular increases, Fiscal Office is trying to get them to the employees this week. If not this week, it will be the next pay period. Commissioner Barka asked Mrs. Young if she could try and get the retros sooner than November 21st. She stated that Fiscal Office is trying to do them in-between payrolls because the figures need to be verified. She stated that she has reviewed the different weeks and November 21st was the best guess. Commissioner Barka stated that the Union has asked for the retros sooner than November 21st. Mrs. Young stated she would like the ability to say that the Fiscal Office can get them out by the 21st, if we get them out sooner that is great, but she does not want the Union to think that they have not been given a date. She stated that at the latest the retros will be out by November 21st. She stated that the 21st is the best that she can do. Commissioner Battles stated that the Fiscal Office would do their best to get the checks out on the 6th if it is at all possible. Mrs. Young stated we always do.

REPORT FROM THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young stated that the budget packages are due Friday.

Mr. Joe Farnese from Richardson Electric gave the Board a status report regarding the damage sustained at the House of Corrections.

Egw
Date 11-25-96

There was discussion of damages to various equipment that was underwater as well additional testing which needs to be done to the generator to estimate the damage sustained to it. There was discussion that everything listed in this report is considered a total loss. Everything was submerged. There is no guarantee how long the equipment will remain running.

There was discussion regarding this report backing up the report that the County has done.

Mr. Varnese indicated that there is one more test that needs to be done, that is the testing of the generator. This requires a shut down in order to finish the testing.

There was discussion that the amount of damage to the equipment at this time totals \$667,000. The evaluation of the generator needs to be included as well. Mr. Woodside stated that he wanted additional time to evaluate this report.

Commissioner Walker stated that she received a call from Mr. Woodside regarding a request from the OEM to rent the old Courthouse to assist people in apply for monies for damages sustained in the flood. She stated that they are interested in renting approximately 5,000 square feet for two to three months. She stated that Brooks Brothers has no problem with the County renting the building. Brooks Brother also indicated that the contract and the transfer of the title could take place as planned. The County would receive the rent up until the day of the transfer. Brooks Brothers would receive the rent after the transfer. Commissioner Walker stated that they suggested for the first two to three months, it be on that basis. After that, it be on a month to month basis. She stated that in order for the County to proceed and come to an agreement, Commissioner Walker moved that the Commissioners with the mutual consent of Brooks Brothers, negotiate with the Federal Government to rent approximately 5,000 square feet of space at the old Courthouse for the Federal Government to use for the emergency related to the flood for a period of two to three months. After three months, it be on a month to month basis and that the approximate fee be between \$10.00 and \$11.00 a square foot. The motion was seconded by Commissioner Battles. She stated that they were not sure whether they would need some of the County's office furniture. Should the County need to move furniture back to the Courthouse this square footage amount would cover that move. The space referred to is the old Deeds' office, as it is handicapped accessible. She stated a contract would need to be drawn up that way so as not to impede on the sale of the building.

Egw
Date 11-25-96

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles moved to adjourn at 2:04 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle
Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

EJed
Date 11-25-96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
November 4, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey-Register of Deeds, Sheriff Wayne Vetter-High Sheriff, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. John Weinbrecht-Human Resources Director, Mr. Gene Charron-House of Corrections, Mr. Ernest Woodside-Director of Engineering & Maintenance, Mrs. Diane Gill-Human Services, Mrs. Theresa Young-Fiscal Officer, Mrs. Robyn Wotjusik-Cooperative Extension, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Kate Pratt, Representative David Welch, Alexander Coolidge from Foster's Daily Democrat, a Representative from Custom Electric - Macro Media, and Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:03 PM.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill stated that she had a request to spend money out of the General Government Budget Line. Commissioner Walker stated that this was listed on the Agenda under Consent Calendar.

REPORT FROM THE SHERIFF'S DEPARTMENT - Sheriff Wayne Vetter

Sheriff Vetter stated that the only item he had was a law suit that is being brought against him. The Sheriff asked the Commissioners to indemnify him in the (Bonser) case.

Commissioner Walker moved to indemnify the Sheriff in a recent law suit that has filed against him. Commissioner Battles seconded the motion and all voted in favor.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated that the only issues he had were listed on the Agenda under New Business, a, b, and c.

Date 11.25.96

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wotjusik

Mrs. Wotjusik stated that she wanted to let the Board know that she will be submitting a Long Range Planning request to have the roof redone. She gave the Board a brief explanation of why she felt this was necessary as well as her concerns regarding the rain coming into the ceilings.

There was discussion as to why roof repairs was listed under long range planning and why the problem wasn't taken care of immediately.

There was discussion that Mr. Woodside would have his recommendation regarding the repair of the roof available at the next meeting.

REPORT FROM THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young stated that the auditors will be here next Tuesday through Thursday. She stated that if the auditor has time, he may be contacting the Register of Deeds regarding internal control.

Mrs. Young stated there will be an Executive Committee meeting for any transfers. She stated that this is for storm related damages but if there are other transfers, the Executive Committee might entertain them. Representative Welch stated that if they are of an emergency nature.

Mrs. Young stated that she has not received everybody's budget.

Mrs. Young gave the Board a status report regarding the Telecommunications meeting with Long Range Planning Committee and they seemed very supportive of the recommendations that were presented. Mrs. Young stated that the Telecommunications Committee needs to meet with the Commissioners to discuss how these recommendations should appear in the budget.

Mrs. Young stated that she had a non-public issue.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the status to be 295. There was one death this morning, an admission scheduled for tomorrow, 16 applications for admission, and 96 in the Adult Day Care.

Mr. Sturtevant stated that 53 residents voted by absentee ballot last Monday. He stated that there a couple of residents going to the polls tomorrow to vote.

EPJ
Date 11-25-96

Mr. Sturtevant stated that he and Mrs. Gill attended a seconded session on the long term care counselor assessment area. He stated that he and Mrs. Gill are on the assessing and accessing subgroup.

There was discussion regarding the resident vacancies in the Nursing Homes and how they are being filled.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron stated that the population is 252 inmates, 147 pretrial and 105 sentenced. There are 13 Federal prisoners, 13 State prisoners, 22 out on work release, 26 outside the facility. The population in the building is 226.

Mr. Charron explained to the Board that he was able to work out a better deal with the company that sent the wrong bunk beds. He stated that the price had been lowered to \$69.96. He stated that after continued negotiations, he has received a verbal of \$55 a bed.

There was discussion regarding the number of inmates who are sentenced and those that are pretrial.

There was discussion of housing the females in Brentwood. There was discussion that a plan needs to be developed should the facility have to house the females in Brentwood. There was discussion that a place is being built in Berlin, NH for the housing of women inmates.

REPORT FROM HUMAN RESOURCES - Mr. John Weinbrecht

Mr. Weinbrecht stated that he had nothing to report.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she requested an item be put on the agenda, a request to equipment from the surcharge account. There was discussion that continued research was needed before this request could be honored. Mrs. Stacey stated that she would have appreciated a phone call informing her that research was being done.

Mrs. Stacey also indicated that when the Board meets with Mr. Monihan to discuss the courthouse lease, she would like to be present. She has issues she would like to discuss with him.

Mrs. Martha Brestel of the Greater Seacoast United Way gave the Board a presentation for its 1996 campaign. She also asked for a volunteer to run the campaign for the County.

Egw
Date 11-25-96

Commissioner Battles stated he would volunteer to run the United Way campaign for the County and that the Board allow employees to participate, if they choose.

Commissioner Battles moved that the Board authorize County participation in the United Way and that employees will be allowed to participate and help Commissioner Battles, if they choose. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker moved that all items listed on the Consent Calendar, Bid Waiver for the Sheriff's Department, Bid Waiver for Human Services for Info Link Service, the Nursing Home Unicare Contract and a request for Nursing Home employees to donate days be approved. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Barka stated there were bids to be opened for the Maintenance Department for the hot water booster:

Graybar
Hubbell

Commissioner Battles moved that Mr. Woodside shop the bid and come back to the Board with his recommendation. Commissioner Walker seconded the motion.

There were bids to be opened for the oil water separator for the Maintenance Department:

Waste & Sewage Treatment
Waterline Industries
Rome Construction

Commissioner Battles moved that Mr. Woodside shop the bid and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for the Javelin Security System at the House of Corrections:

Custom Electric - Macro Media

There was discussion regarding why this was sent out to bid. There was discussion that this was done before the flood. There was discussion that this should have been an RFP to allow for negotiations.

EJW
Date 11-25-96

Commissioner Battles moved that Mr. Charron shop the bid and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for resident beds for the Nursing Home:

Invacare
Carroll Healthcare
Redline Health Care
Kimball
Basic American Medical
Medline
Jorenson

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commissioner Walker seconded the motion and all voted in favor.

There were bids to be opened for hamper stands for the Nursing Home:

Systems S Inc.
Briggs Corp.
John Dervay Co.
Redline Health Care

Commissioner Battles moved that Mr. Sturtevant shop the bid and come back to the Board with his recommendation. Commission Walker seconded the motion and all voted in favor.

Mr. Woodside recommended awarding the smoke opacity bid to Northeast Mechanical. Commissioner Walker moved, based on the recommendation of Mr. Woodside, that the smoke opacity bid be awarded to Northeast Mechanical. Commissioner Battles seconded the motion and all voted in favor.

Mr. Woodside recommended awarding the window replacement - Blaisdell and laundry window bid to Kinney Roofing in an amount not to exceed \$120,000.00 with the remaining \$13,000.00 to be budgeted in next year's budget.

There was discussion regarding the timing of the window replacement and discussion that there is not enough money to fund the entire project.

Commissioner Battles moved that the Board reject the bid and that Mr. Woodside go back to the company that submitted it and see if he can negotiate a better price. Commissioner Walker seconded the motion and all voted in favor.

Egw
Date 11-25-96

There was discussion that this project be put on hold until spring and at that time Mr. Woodside will submit the project as an RFP.

There was discussion regarding the bid for freon recovery and the fact that there were no bidders. Mr. Woodside informed the Board that he had been speaking with Sid Harvey, who was invited to bid, but did not receive the bid, as it went to their main office. Mr. Woodside asked the Board to grant a bid waiver to Sid Harvey for the freon recovery. Commissioner Battles moved to grant a bid waiver to Sid Harvey for the freon recovery as recommended by Mr. Woodside. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the refrigerated shelving units bid to Holyoke Equipment in the amount of \$7,203.00. Commissioner Walker moved to award the refrigerated shelving units bid to Holyoke Equipment in the amount of \$7,203.00. Commissioner Battles seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the software bid for the Dietary Department to Three Squares in the amount of \$7,990.00. This was not the low bidder but is in the best interest of the County. Commissioner Walker moved to award the software bid for the Dietary Department to Three Squares in the amount of \$7,990.00. Commissioner Battles seconded the motion and all voted in favor.

There was discussion regarding health insurance cost increase as well as establishing a health insurance study committee. There was discussion of holding the health insurance rates constant. There was discussion that the County would meet with the health insurance company periodically.

Commissioner Battles moved that when the County approves the new health insurance contract that periodic meetings occur with the Commissioners to keep the County informed. Commissioner Walker seconded the motion and all voted in favor.

Mr. Morrisette stated that NHMA will drop off the cancellation of the policy for the Board to sign. There was discussion as to when this cancellation needs to be submitted to NHMA.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote. Commissioner Battles seconded the motion and all voted in the affirmative on a roll call vote at 2:15 PM.

EGW
Date 11-25-96

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
NOVEMBER 4, 1996**

The Board of Rockingham County Commissioners met in Non-Public Session. Those present at the first session were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mr. John Weinbrecht, Mr. Jim Punchard and Mrs. Marilyn Daigle.

The Board met to hear a grievance matter at the House of Corrections.

The Board of County Commissioners met in Non-Public Session. Those present at the second session were Commissioners Barka, Walker and Battles, Mr. Gene Charron, Mr. John Weinbrecht, Mrs. Theresa Young, Mr. Jim Punchard and Mrs. Marilyn Daigle.

The Board met regarding the retroactive pay issue at the House of Corrections.

The Board of County Commissioners met in Non-Public Session. Those present at the third session were Commissioners Barka, Walker and Battles, Mr. John Weinbrecht and Mrs. Theresa Young.

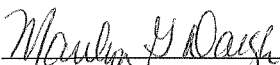
The Board met regarding a personnel issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Battles moved to go out of Non-Public Session at 3:15 PM on a Roll Call vote. Commissioner Barka seconded the motion and all voted in the affirmative.

No decisions were made on any of the issues.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles moved to adjourn at 3:16 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Eqw
Date 11-25-96

Approved by,

Jane Walker
Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

Date 11-25-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
November 18, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey; Register of Deeds, Mr. William Sturtevant; Administrator of the Nursing Home, Mr. John Weinbrecht; Human Resources Director, Mr. Gene Charron; House of Corrections, Mr. Ernest Woodside; Director of Engineering & Maintenance, Mrs. Diane Gill; Human Services, Mrs. Theresa Young; Fiscal Officer, Mrs. Robyn Wotjusik; Cooperative Extension, and Mrs. Marilyn Daigle; Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Kate Pratt and Alexander Coolidge from Foster's Daily Democrat.

Commissioner Barka called the meeting to order at 1:04 PM.

Commissioner Barka stated there were bids to be opened for fuel:

Bellamore
Hanscom's Truck Stop
Proulx Oil
Union Oil Co.

Commissioner Battles moved that Mr. Woodside shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

There were bids to be opened for the fire tube boiler cleaning equipment:

Goodway
HOP Sales & Services
Northeast Mechanical Corp.

Commissioner Battles moved that Mr. Woodside shop the bid and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

There were bids to be opened for cranberry juice:

Egw
Date 11-25-96

**Donahue Bros.
Jordan
AG Food Service
Shaheen Bros.**

Commissioner Battles moved that Mr. Sturtevant shop the bids and come back to the Board with his recommendation. Commissioner Barka seconded the motion and all voted in favor.

There were bids to be opened for laundry chemicals:

John Denay


Mr. Sturtevant recommended that the Board reject the bid and allow him to resend it as there was insufficient response. Commissioner Battles moved that Mr. Sturtevant reject the bid because of lack of response and that he resend them. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the resident beds bid to Jorens' Sunrise Medical in the amount of \$703.83 a bed. They were not the low bidder but they are the ones who met all specs. Commissioner Battles moved to award, based on the recommendation of the Nursing Home Administrator, the resident beds bid to Jorens' Sunrise Medical in the amount of \$703.83 a bed. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant recommended awarding the hamper stand bid to Redline Medical Supply in the amount of \$63.60 per hamper stand. Commissioner Battles moved, based on the recommendation of the Nursing Home Administrator, to award the hamper stand bid to Redline Medical Supply in the of \$63.60 per hamper stand. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside recommended rejecting the bids for the oil/water separator because the price was higher than the amount set aside in the budget. Mr. Woodside stated that he would budget this in next year's budget. Commissioner Battles moved, based on the recommendation of the Director of Maintenance & Engineering, to reject the oil/water separator bid. Commissioner Barka seconded the motion and all voted in favor.

Mr. Woodside recommended awarding the pots and pans room hot water booster to Hubbell in the amount of \$1,680.00 which includes freight. Commissioner Battles moved, based on the recommendation of the Director of Engineering & Maintenance, to award the pots and pans room hot water booster bid to Hubbell in the amount of \$1,680.00 which


Date 11-25-86

includes freight. Commissioner Barka seconded the motion and all voted in favor.

REPORT FROM THE REGISTRY OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey stated that she would like to request a bid waiver. She stated that she would need to transfer some money from capital improvement over to the general government line item for the purchase of a used processor.

There was discussion regarding the payment of Mrs. Stacey's outstanding phone bill. Commissioner Battles moved to pay the outstanding telephone charges that were a result of the move to the Courthouse from budget line #01-4212-01.14. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Walker moved that \$3,080.00 be transferred from line item #01-4212-01.10 and \$1,500 be transferred from 01-4212-01.14 to the Deeds equipment line 01-4120-35.00 for a total transfer of \$4,580.00. This will allow sufficient funds for the purchase of the processor. It was suggested that Mrs. Hurley do a telephone poll of the Executive Committee for this transfer. Commissioner Barka seconded the motion and all voted in favor.

Mrs. Stacey asked the Board if it would be possible to get a couple of the old tables that were in her office in the old courthouse delivered to her office at the new courthouse. The Board requested that Mrs. Stacey provide a description in writing of exactly what she is requesting. The Board has asked Mr. Woodside to look into her request.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill stated that she brought a copy of the Assurances of the Peer Mediation Program for the Board to sign as well as a letter that Mrs. Francour has drafted for the Peer Mediation program that the Board had asked her to draft.

REPORT FROM THE MAINTENANCE DEPARTMENT - Mr. Ernest Woodside

Mr. Woodside stated he nothing to report to the Board.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wotjusik

Mrs. Wotjusik thanked the Board for expediting the repairs in the building. She stated that the painting is going well.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

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Date 11-25-96

Mr. Sturtevant reported the status to be 297. There is one resident in the hospital, one death, an admission scheduled, 14 applications for admission, and 97 in the Adult Day Care.

Mr. Sturtevant stated that next week is Thanksgiving. Thanksgiving dinner will be served at 12:00 on Wednesday in the Hilton Auditorium. On the same day the giving tree will be going up. Mr. Sturtevant requested that the Commissioners and the local media be present for picture taking.

Mr. Sturtevant stated the names of all Nursing Home employees will be put into a hat and a name will be drawn during the 12 days of Christmas to receive \$50.00. The funds for this drawing have come from E.F.F.O.R.T.S. and Supervisors. This is to thank the employees. The drawings will start December 12th and end Christmas Eve.

Mr. Sturtevant stated that he needed a signed copy of the Unicare contract for his files.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron stated that the population is 232 inmates, 132 pretrial and 100 sentenced. There are 11 Federal prisoners, 16 State prisoners, 21 out on work release, 19 at the Women's State Prison, 26 outside the facility. The population in the building is 206.

Mr. Charron stated that there will seven COs graduating from the academy on Friday at 1:00 at Police Standards and Training. There was discussion that the training was ahead of schedule.

There was discussion that the retro-pay checks for the Union went out a week early and that the employees were very happy.

There was discussion regarding a memo that Commissioner Barka received from the Department of Education that SAU 16 will be responsible for the payment of the education for coded individuals who are incarcerated. The town where the individual originated will no longer be responsible. There was discussion that this should be researched further.

REPORT FROM HUMAN RESOURCES - Mr. John Weinbrecht

Mr. Weinbrecht gave the Board a status report regarding the centralization of personnel records. He stated that he is looking to complete this project by the end of November. There was additional

EJD
Date 11-25-96

discussion regarding the Sheriff's Department providing general information that he has in his personnel files.

There was discussion regarding the Federal Credit Union not accepting new members unless they are federal employees. Commissioner Battles requested that Mr. Weinbrecht provide the Commissioners with a copy of the letter that was sent to Senator Gregg regarding the Credit Union.

Commissioner Walker stated that Mr. Sturtevant has a request for a regrade for a position. Commissioner Battles moved, based on the recommendation of the Nursing Home Administrator, to regrade the position of Inventory Control Clerk, pay grade 5 to a Production/Inventory Control, pay grade 7. Commissioner Barka seconded the motion. All were in favor of the regrade except for Commissioner Walker who abstained.

Mr. Sturtevant requested a bid waiver for beef. Commissioner Walker moved to waive the bid requirement to allow the Nursing Home Administrator to purchase beef. Commissioner Barka seconded the motion and all voted in favor.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker made the motion to go to Non-Public Session under RSA 91A:3 ii, (c) on a roll call vote. Commissioner Battles seconded the motion and all voted in the affirmative on a roll call vote at 1:47 PM.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
NOVEMBER 18, 1996**

The Board of Rockingham County Commissioners met in Non-Public Session under RSA Chapter 91A:3 ii, (c) on a roll call vote. Those present were Commissioners Barka, Walker and Battles and Mr. John Weinbrecht.

The Board met to hear a personnel issue.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 ii, (c), Commissioner Walker moved to go out of Non-Public Session at 2:40 PM on a Roll Call vote. Commissioner Barka seconded the motion and all voted in the affirmative.

Date 11-25-96

Commissioner Walker moved under Section 9-4 of the Personnel Policies that the Commissioners terminate the probationary employee, the Human Resources Director, and that the final day be tomorrow, November 19, and that he be able to process all necessary papers on that date, and that severance pay of \$2,884.60 be given. Commissioner Barka seconded the motion.

There was extensive discussion regarding this motion.

Commissioner Barka and Commissioner Walker were in favor of the motion, Commissioner Battles opposed. The motion stands.

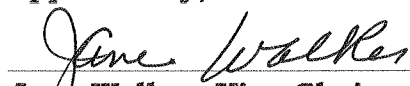
There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker moved to adjourn at 2:51 PM. Commissioner Barka seconded the motion and all voted in favor.

Respectfully submitted,



Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chair
Rockingham County Commissioners
/mgd

EPW
Date 12-2-96

**MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
November 25, 1996**

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey-Register of Deeds, Mr. William Hart-County Attorney, Mr. William Sturtevant-Administrator of the Nursing Home, Mr. Roy Morrisette-Personnel Assistant, Mr. Gene Charron-House of Corrections, Mr. Bob Gilbert-Foreman- Engineering & Maintenance, Mrs. Diane Gill-Human Services, Mrs. Robyn Wojtusik-Cooperative Extension, and Mrs. Marilyn Daigle-Administrative Assistant to the Rockingham County Commissioners.

Also present at the meeting was Representative Bob Dodge, Alexander Coolidge from Foster's Daily Democrat, Mrs. Cheryl Hurley-Administrative Assistant to the Delegation.

Commissioner Barka called the meeting to order at 1:07 PM.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill had nothing to report to the Board.

REPORT FROM COOPERATIVE EXTENSION - Mrs. Robyn Wojtusik

Mrs. Wojtusik had nothing to report to the Board.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Mrs. Stacey gave the Board her written request for some tables that came from her office that are stored in the barn that she would like to have back in her office.

There was additional discussion regarding various departmental furniture requests and the fact that departments have asked for the same item.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 299, one in the hospital, 14 applications for admission and 97 in the Adult Day Program.

EJW
Date 12-2-96

Mr. Sturtevant gave the Board a copy of the wage survey that he obtained. Mr. Sturtevant reported that the hot water tank in the laundry area sprung a leak over the weekend. Mr. Sturtevant stated that this tank was purchased in 1993 and has a five year warranty. He stated that the Maintenance staff came in over the weekend and replumbed it until the company can come in and repair it.

Mr. Sturtevant reported that the market forge steamer manifold, which is located in the kitchen, deteriorated. He stated that the Maintenance Department has put on a temporary fix to the manifold. He stated that he received two quotes to replace/repair the manifold. The quote from Hobart Equipment was \$1,500 for parts and the labor was approximately \$1,000 (depending on what was found) and Ace Equipment was \$1,506 for parts and the labor was approximately \$1,000 (depending on what was found).

Mr. Sturtevant stated that he was requesting a bid waiver to get this equipment repaired. He stated that this will also require a line item transfer.


Mr. Sturtevant stated that the Nursing Home has received correspondence with the party that has a lien placed on their property. The attorney would like to meet with the Board to discuss this issue further. There was discussion that the Board could meet with the attorney on Monday, December 2.

Mr. Sturtevant wanted to remind the Board of the Thanksgiving dinner with the Adult Day Program in the Hilton Auditorium on Wednesday at 12:00.

Mr. Sturtevant stated that about a month and half ago he mentioned to the Board that the Federal Government has come down with some new guidelines regarding CPR and do not resuscitate in Nursing Homes. Mr. Sturtevant stated that the Nursing Home is in the process of changing the rules and regulations for the County Nursing Home. He stated that a committee is being formed to review that as well as a medical ethics committee. Mr. Sturtevant requested that a member of the Board of Commissioners participate on this Board as it does have to sign off on this policy.

Commissioner Battles stated that he would serve on this committee.

There was discussion that the swearing in of the new elected officials will be held on January 8 in the atrium. Mr. Sturtevant asked that the Board what it would need from the Nursing Home for this event. Commissioner Battles stated he would let him know after Thanksgiving.


Date 12-2-96

Mr. Sturtevant gave the Board the booklet entitled "The Civics of Health Care" that is published by NACO for the Board.

REPORT FROM THE COUNTY ATTORNEY - Mr. William Hart

Mr. Hart gave the Board an update of the current Purchase and Sales Agreement of the old Courthouse. Mr. Hart stated that this agreement extends to today. He stated that he has received a draft deed from the Attorney General's office with respect to the front portion of the property. There was extensive discussion regarding the property and what exactly was owned by the State. There was discussion that a title exam be done to determine exactly what is owned by the State. Mr. Hart stated that he would recommend Attorney Scott LaPointe. There was discussion regarding the cost of the title exam. Mr. Hart stated the cost would be \$100-\$125. Commissioner Walker stated the cost would be around \$1,000 to \$2,000.

Commissioner Battles moved that the Board agree with Mr. Hart's recommendation that a title exam be done by Attorney Scott LaPointe, or someone else if Attorney LaPointe could not do the work in a timely fashion. Commissioner Walker seconded the motion and all voted in favor.

Mr. Hart will take care of contacting Attorney LaPointe to begin the title exam.

There was further discussion regarding the conditions of the closing, where the funds for the title exam will come from and a nonrefundable deposit being paid by the buyers. There was discussion of extending the Purchase and Sales Agreement until the first of the year to allow the County sufficient time to complete the title exam.

Commissioner Walker moved to extend the Purchase and Sales Agreement until January 1, 1997. Commissioner Barka seconded the motion. All were in favor except for Commissioner Battles who was opposed.

There was additional discussion regarding the nonrefundable deposit and why the buyer should not be responsible to pay a nonrefundable deposit because the County is asking for the extension.

The Board thanked Mr. Hart and Mrs. Stacey for the all the work they have done in this matter.

REPORT FROM THE HOUSE OF CORRECTIONS - Mr. Gene Charron

Mr. Charron gave the Board a copy of population statistics. He stated that there are 225 inmates, 198 in the building, 128 pretrial, 97

EJW
Date 12-2-96

sentenced, 8 Federal, 15 State, 20 work release, 4 at the State Prison, 19 Womens State Prison, 26 outside.

Mr. Charron stated that seven COs graduated from the Academy on Friday.

REPORT FROM HUMAN RESOURCES - Mr. Roy Morrisette

Mr. Morrisette stated that the employees have until December 2 to make their choice for health insurance. A notice will be put in the paychecks reminding the employees of the deadline to sign up for health insurance.

The Board extended their appreciation to former employees who are willing to come in to help the Human Resources Department until a new director is hired.

The Board also extended their appreciation to Nancy Lang for taking on the responsibilities for the Worker's Comp claims for all departments and her work with the Safety Committee.

Mr. Gilbert recommended to the Board that the fuel bid be awarded to Hanscom Oil. Mr. Gilbert stated that a bid waiver is needed for the #6 fuel. He would request that the bid be given to Sprague.


Commissioner Battles moved to award the fuel bid to Hanscom Oil except for the #6 fuel. A bid waiver will be given, Sprague will be awarded the contract for the #6 fuel oil. Commissioner Walker seconded the motion and all voted in favor.

Mr. Gilbert recommended awarding the firetube boiler cleaning equipment bid to Northeast Mechanical in the amount of \$2,216.34.

Commissioner Walker moved to award the firetube boiler cleaning equipment bid to Northeast Mechanical in an amount not to exceed \$2,216.34. Commissioner Battles seconded the motion and all voted in favor.

There was discussion regarding the hazardous waste removal RFP. Commissioner Battles moved to award the hazardous waste removal RFP to New England Disposal Technologies, Inc. in the amount of \$13,449.00. Commissioner Barka seconded the motion and all voted in favor.

Mr. Sturtevant stated that he received no bids for pork because the price has skyrocketed. He stated that the bids will be sent out again and opened at the next meeting.


Date 12-2-96

Mr. Sturtevant recommended awarding the cranberry juice bid to Donahue Brothers in the amount of \$18.95 a case. Commissioner Battles moved to award the cranberry juice bid to Donahue Brothers in the amount of \$18.95 a case. Commissioner Walker seconded the motion and all voted in favor.

Commissioner Walker moved to indemnify Patricia Donovan (a former employee) in the lawsuit filed against her individually as well as the County in the matter of the Barnoth v. Rockingham County, et. al. Commissioner Battles seconded the motion and all voted in favor.

Commissioner Walker stated that according to the terms of the Union Contract a Committee must be established, within thirty days of signing of the contract, consisting of three people from the Union and three people from the County, to work on the performance evaluations. Commissioner Walker suggested that the committee consist of one Commissioner, Mr. Charron or his designee and a contracted individual (such as Mr. Wulf).

There was discussion that if an outsider was brought in that the County will also end up dealing with a negotiator for the Union. Mr. Charron stated that he would like to be able to have the meeting conducted and then when a solution is arrived at have a professional review it.

Mr. Dodge suggested contacting Ginny Lamburton and Tom Manning from the State who might be able to suggest somebody to serve on the committee.

There was discussion of the County having to pay a contracted person to sit on the committee.

Commissioner Battles moved, in keeping with the Union contract, to establish a committee to review performance evaluations comprised three Union members and Gene Charron and two Commissioners or their designees. Commissioner Barka seconded the motion and all voted in favor.

There was discussion that the committee meetings are currently scheduled for December 5, 10 and 12 to begin the process.

Commissioner Walker moved to approved the Minutes of May 23, June 3, June 10, June 17, June 20, June 24, July 10, July 22, July 24, July 30, , August 12, August 26, September 13, September 23, September 30, October 1, October 7, October 15, October 23, October 28, November 4 and November 18, 1996. Commissioner Barka seconded the motion except for the Minutes of October 1, 1996. All were in favor

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Date 12-2-96

Commissioner Battles made the motion that the Minutes of October 1, 1996 be approved with the correction being made by removing the second to the last paragraph on the last page. Commissioner Barka seconded the motion and voted in favor.

Commissioner Walker moved that the bid waiver for the Register of Deeds for services contracts (Eastman Kodak, Monroe Systems, Oce', Donnegan Systems and Boyle Associates) be approved. Commissioner Barka seconded the motion and all voted in favor.

Commissioner Battles stated that under other business he would suggest that the Board move that Mr. Charron be allowed to fill the position of Deputy Superintendent from within since there has been little to no response. Commissioner Barka seconded the motion. Commissioner Walker stated that in order to do this, the job description needs to be changed prior to going to the Personnel Commission. She stated that the recommendations that came in are different that what is presently in place. This will need to go through the proper channels.

There was discussion as to what needs to be done before this request can be voted. There was discussion that the Board approve the concept. Mr. Charron stated that he would get the job description to the Board prior to the next meeting so that it can be put on the Agenda for next Monday's meeting.

Commissioner Battles made the motion to approve the concept of Superintendent Charron's reorganization plan to fill the position of the Deputy Superintendent. Commissioner Barka seconded the motion and all voted in favor.

Representative Dodge informed the Board that he will be running for Chairman of the County Delegation. He stated that he has been speaking with Division Directors and he would like to speak to the Commissioners, the new Board, at the end. Representative Dodge stated that his committee organization will be December 11 and he will sending a letter to the Delegation prior to that. He stated that all he is doing is getting ideas and listening.

There was discussion regarding the process of furniture distribution.

There was discussion regarding the window replacement bid. There was discussion that this has been put on hold until spring. There was discussion regarding the replacement of the windows at the Cooperative Extension office.

EGW
Date 12-2-96

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Barka moved to adjourn at 2:10 PM. Commissioner Battles seconded the motion and all voted in favor.

Respectfully submitted,

Marilyn G. Daigle (ESL)

Marilyn G. Daigle
Administrative Assistant to the
Rockingham County Commissioners

Approved by,

Jane Walker
Jane Walker, Vice Chairman
Rockingham County Commissioners
/mgd

EW
12/2
Date 12/16/96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 2, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles, Mrs. Cathy Stacey - Register of Deeds, Mr. William Hart - County Attorney, Mr. William Sturtevant - Administrator of the Nursing Home, Mr. Roy Morrisette - Personnel Assistant, Mr. Al Wright, House of Corrections, Mr. Ernest Woodside - Director of Maintenance, and Mrs. Diane Gill - Human Services.

Also present at the meeting were Commissioner-elect Kate Pratt, Mrs. Cheryl Hurley - Administrative Assistant to the delegation, Alexander Coolidge from Foster's Daily Democrat and Jason Schreiber from The Exeter News Letter.

Commissioner Barka called the meeting to order at 1:05 PM.

REPORT FROM THE DIRECTOR OF MAINTENANCE: Mr. Ernest Woodside

Mr. Woodside reported he had been notified by Larry Fisher of FEMA that the County is located in the flood plain and that it is recommended that the Board look into taking out flood insurance in order to collect any FEMA monies. A representative from FEMA will be at the December 9, 1996 Commissioners meeting.

Under 4 c., New Business: There was discussion regarding the clarification of the upgrading of Lead General Maintenance Technician. A motion was made by Commissioner Walker that the Lead General Maintenance Technician in the Nursing Home be upgraded to Grade 9 to be in line with the one which had been upgraded in the House of Corrections. (This is a Maintenance position, not a Nursing Home position). The motion was seconded by Commissioner Battles and passed by unanimous vote.

Mr. Woodside told the Board that the Rockingham County Conservation District is donating, for the third consecutive year, a large Christmas tree for the Atrium. This tree is being donated in memory of John York, lifelong Kingston resident and supervisor for the Conservation District for forty four years. A motion was made by Commissioner Walker to send a letter of thanks to the Conservation District for the Christmas tree donated in memory of John W. York. The motion was seconded by Commissioner Battles and passed by unanimous vote.

REPORT FROM HUMAN SERVICES - Mrs. Diane Gill

Mrs. Gill presented her October report to the Board.

REPORT FROM THE HOUSE OF CORRECTIONS - Al Wright

Mr. Wright gave the Board a copy of population statistics. The report stated that there are 224 inmates, 198 in the building, 109 pretrial, 115 sentenced, 7 Federal, 16 State, 18 work release, 4 at the State Prison, 1 State Hospital, 17 at Womens State Prison, 1 Hillsborough County and 3 Strafford County for a total of 26 outside.

EW
EW
Date 12/16/96

A motion was made by Commissioner Walker to approve, if necessary, the placement on the Personnel Commission agenda for the 12/4/96 meeting a request for waiver of 5-5a (Increases within 12 month period in excess of the 6% rule) by Superintendent Charron. The motion was seconded by Commissioner Battles and passed by unanimous vote.

REPORT FROM THE NURSING HOME - Mr. William Sturtevant

Mr. Sturtevant reported the census to be 297, one in the hospital, two deaths over the long weekend, one admission scheduled for tomorrow and another for Wednesday, 14 applications for admission and 97 clients in the Adult Day Care Program.

Mr. Sturtevant made a request for Non-Public Session regarding applicants for the Nursing Home.

REPORT FROM THE COUNTY ATTORNEY - Mr. William Hart

Mr. Hart stated that Attorney Scott LaPointe will do the title examination for the County Courthouse in Exeter.

A motion was made by Commissioner Battles to extend the Purchase and Sales Agreement for the County Courthouse in Exeter to February 14, 1997. The motion was seconded by Commissioner Walker and passed by a unanimous vote.

REPORT FROM THE REGISTER OF DEEDS - Mrs. Cathy Stacey

Verbal permission was given to Mr. Woodside granting him the authority to transfer the tables now stored in the Barn (originally belonging to the Registry of Deeds) back to the Register of Deeds.

Mrs. Stacey also stated that the generator in the New County Courthouse does not have sufficient power to allow equipment to be operated when the main power system is out. Mr. Woodside will look into the matter as the State had assured the County that they would be fully operational in the loss of power.

REPORT FROM HUMAN RESOURCES - Mr. Roy Morrisette

Mr. Morrisette had nothing to report to the Board.

Under New Business: A motion was made by Commissioner Battles to approve and sign the "Safety Policy Statement", the motion was seconded by Commissioner Barka and passed by a unanimous vote.

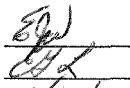
Commissioner Battles stated that there were bids to be opened for pork for the Nursing Home:

Associated Grocers

Being the only bid received, a motion was made by Commissioner Battles that Mr. Sturtevant shop the bid and award it in the best interests of the County. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There were bids to be opened for provisions for the Nursing Home:

North Central
Food Service, Inc.


Date 12/16/96

Donahue Bros.
AG Food Services
Jordans
Cisco/Bernard J. Twomey

Commissioner Battles moved that Mr. Sturtevant shop the bid and award it in the best interests of the County. The motion was seconded by Commissioner Walker and passed by unanimous vote.

Commissioner Battles moved that the minutes of November 25, 1996 be approved with the corrections made on page 2, paragraph 6, stating that committee being formed in the Nursing Home is a 'medical' ethics committee; also on page 4, paragraph 3, adding the words after Nancy Lang - for taking on the responsibilities of the medical Worker's Comp claims for all departments, and her work for chairing the Safety Committee. The motion was seconded by Commissioner Walker and passed by unanimous vote.

The Commissioners discussed the Carlisle windows. A work session was set up with Mr. Woodside at 9:00 am on Wednesday prior to Personnel Commission Meeting.

Commissioner Battles asked that the Telecommunications Committee be put on the Agenda for the December 9, 1996 Commissioners meeting.

There was discussion among the Commissioners and Mr. Sturtevant regarding the use of space in the fenced in area between HR & Mitchell II as to who uses the space and whether it will be reimbursed by Federal Funds.

Commissioner Walker suggested that Commissioner-elect Pratt be included in future building use and budget meetings because she would be in on the decision making after January 1, 1997.

There also was discussion on 'long range' planning for both 1996 and 1997. It was felt that the Board of Commissioners should sit down and have a work session with Department Heads to discuss future plans prior to meeting with the Delegation Long Range Planning Committee.

A meeting was set up for a 'work session' on the 1997 Budget with the Commissioners and Theresa Young on Thursday, December 12, 1996 at 9:00 AM.

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Battles made the motion to go into Non-Public Session under NHRSA 91A:3 II, (c) and (f) on a roll call vote. Commissioner Barka seconded the vote and all voted in the affirmative on a roll call vote at 1:52 PM.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
DECEMBER 2, 1996

The Board of Rockingham County Commissioners met in Non-Public session. Those present were Commissioners Barka, Walker and Battles, Commissioner-elect Pratt, Mr. William Sturtevant, Roy Morrisette and Elizabeth Luce, Administrative Assistant pro tem.

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EW
Date 12/1/96

The Board met regarding the possible 'Residency Waiver' for two separate admissions to the Nursing Home.

The Board also met regarding a letter from the HOC Union regarding the changes in County Employee Health Insurance for 1997.

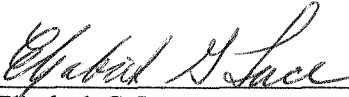
There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session, Commissioner Battles moved to go out of Non-Public Session on a roll call vote., Commissioner Walker seconded and all voted in the affirmative at 2:15 PM.

Commissioner Battles made a motion regarding the first presentation for a residency waiver made by Mr. Sturtevant that a letter be sent to the family informing them that they should proceed with the paper work through their Town as it is the contention of the Board that the applicant may already fill the residency requirement. The motion was seconded by Commissioner Walker and passed by unanimous vote.

Commissioner Battles made a motion regarding the second presentation for a residency waiver made by Mr. Sturtevant that a letter be sent to the family that the Board voted not to waive residency requirements for the Worcester, Massachusetts resident. The motion was seconded by Commissioner Walker and passed by unanimous vote.

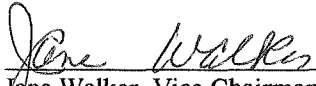
There being no further business to come before the Board of Rockingham County Commissioners in public session, Commissioner Battles made a motion to adjourn at 2:30 PM. Commissioner Walker seconded the motion and all voted in favor.

Respectfully submitted,



Elizabeth G. Luce,
Administrative Assistant, Pro Tem, to the
Rockingham County Commissioners

Approved by,



Jane Walker, Vice Chairman
Rockingham County Commissioners
/egl

Spw
12/16/96
Date 12/16/96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 10, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker. Commissioner Battles had a prior commitment. Also present were Mr. William Sturtevant - Administrator of the Nursing Home, Mr. Roy Morrisette - Personnel Assistant, Mr. Gene Charron, House of Corrections, Mr. Ernest Woodside - Director of Maintenance, and Deputy Michael Alden for the Sheriff's Department.

Also present at the meeting were Commissioner-elect Kate Pratt and Alexander Coolidge from Foster's Daily Democrat.

Commissioner Barka called the meeting to order at 1:05 PM.

REPORT FROM THE SHERIFF'S DEPARTMENT: Deputy Michael Alden

Deputy Alden reported that a member of the Department will be out on Workmen's Comp for a couple of months. He also brought up the subject of removing a wall in the upper floor of the jail to increase the usable space for better access and workability. The work can be done within the existing budget.

REPORT FROM THE DIRECTOR OF MAINTENANCE: Mr. Ernest Woodside

Mr. Woodside reported that everything went well through the storm other than a few leaks in the roof of the Nursing Facility. The generator supplied power for the County Complex for approximately three hours. The Wastewater treatment plant was on generator for about 40 hours. There was also discussion about a defective hot water tank which has been replaced by Yankee Equipment at no cost to the County. The cost to ship and reinstall the new tank will be approximately \$4,000.

Mr. Woodside also told the Board that for the past several years Mary Currier has paid for and donated the annual Christmas tree through the Conservation District. This years tree has been given in memory of John York, a longtime supervisor.

It was also noted that FEMA was unable to attend this meeting but will be at the December 16, 1996 Commissioners Meeting to discuss the need of flood insurance.

REPORT FROM THE NURSING HOME ADMINISTRATOR - William Sturtevant

Mr. Sturtevant reported the census to be 299, with one in the hospital, 15 applications for admission and 98 clients in the Adult Day Care Program.

He also reminded the Commissioners that next Wednesday (12/18/96) is the date for the annual Christmas Buffet. Christmas morning will be the annual Christmas Tour of the Nursing Home with Santa meeting everyone about 9:00 AM in the dining room. The Tour should be over at noontime.

Mr. Sturtevant brought up the fact that the fact that one of the washing machines would soon need a bearing replacement which would cost \$3,100.

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ERRCO
Date 12/16/99

REPORT FROM THE HOUSE OF CORRECTIONS - Gene Charron

Mr. Charron gave the Board a copy of population statistics. The report stated that there are 213 inmates, 190 in the building, 116 pretrial, 97 sentenced, 6 Federal, 13 State, 18 work release, 4 at the State Prison, 1 State Hospital, 17 at Womens State Prison, 1 Hillsborough County and 1 Strafford County for a total of 26 outside.

There was discussion regarding a letter from Environmental Resource Return Corp. who has employed up to sixteen inmates at time. The letter stated that due to the fact that one of the previous inmates had applied for unemployment in the State of Massachusetts based on the inmates employment by ERRCO, that ERRCO would no longer be able to participate in hiring work release eligible temporary employees from the Rockingham County facility. The Commissioners will discuss possible remedial legislation with Representative David Welch.

There was also discussion regarding the possibility of video arraignment from the HOC rather than transporting inmates to the Courthouse.

Mr. Charron brought up the subject of encumbering monies which were given to HOC for reimbursement of uniform expenses.

REPORT FROM HUMAN RESOURCES - Roy Morrisette

Mr. Morrisette had nothing to report to the Board.

There were bids to be opened for provisions for the Nursing Home:

Shaheen Bros.
Hall, Smith & Cisco
North Center Foods
Food Service Inc.
Donahue Bros.

Commissioner Walker moved that Mr. Sturtevant shop the bid and award it to the company which is the lowest bidder or the one that is in the best interests of the County. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There were bids to be opened for beef for the Nursing Home:

Associated Grocers, the only bid received

Commissioner Walker moved that Mr. Sturtevant shop the bid for beef and decide if he wishes to award the bid or ask for new bids to be submitted. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There were bids to be opened for laundry chemicals for the Nursing Home:

Ecolab Center
Jordan Foods
Nova Chemical Sales
Central Paper Products

Edw
12/16/96
Date 12/16/96

Arnold T. Clement, Inc.
John Danais Co.
Americlean Systems
Summit Supply

Commissioner Walker moved that Mr. Sturtevant shop the bids and come back to the Commissioners with his recommendations. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There were bids to be opened for Workers Comp/Risk Management from the Commissioners' Office:

Liberty Mutual
Constitution State Service Co.
Comp-SIGMA, LTD
Sedgwick James of New England, Inc.
Dunlap Insurance & Bonding
Northern General Services

Commissioner Walker moved that the Commissioners shop the bid. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There was discussion regarding merit checks and merit pool dispersal. All departments must submit a correct, non-changeable list to the Fiscal Office.

There was also discussion regarding a court decision which means that Credit Union membership is no longer available to new employees.

Department heads were asked for information regarding possible additional benefits, other than regular overtime pay, given during the flood.

Commissioner Walker stated that Mr. Hopkins from NYNEX sent a letter stating that the proposed location for the NYNEX building at the Ladd Farm is not suitable because of the proximity to the Gates water well.

Under New Business, Commissioner Walker made the following motion:

Under RSA 28:10a, the Commissioners are charged with the responsibility to adopt and establish rules and procedures for all county employees. Many years ago, the Commissioners allowed other elected officials to have a share in this process by establishing the Personnel Commission. A little over three years ago, the Commissioners dissolved the Personnel Commission. which had been made up of the elected officials. A new Personnel Commission was established at that time to include all the elected officials paid by the County, along with the Division Directors and Chairman of the Employee Advisory Committee. As a Commissioner, I voted to do away with the Personnel Commission because it has always been my belief that the Commissioners should accept the responsibility authorized under RSA 28:10-a.

When employees were placed on the Personnel Commission in numbers that out numbered the Commissioners, reservations were expressed that employees of the Commissioners could bring concerns to the Personnel Commission and get their approval even though the Commissioners did not approve of their actions or request. To keep this from happening, members of the personnel Commission agreed that any issues which needed to be addressed would be placed on the agenda by elected officials, and the employees under the jurisdiction of the Commissioners would first have to have issues approved by the Board of Commissioners and the Board would place the issue on the agenda.

EGW
ETX
Date 12/16/96

At the last Personnel Commission meeting on December 4, 1996, an item was placed on the agenda by a vote of the Board of Commissioners. One of the Division Directors requested the Personnel Commission to allow him to withdraw his request for the upgrade of a position in his department. The request for the regrade at this point was not the employee's request but that of the Board of Commissioners. When the Personnel Commission allowed this action to take place, they made the decision that an employee has more authority than the elected official or Board under which he works, thus disregarding the rules under which the Personnel Commission agreed to operate. The action of this employee taken at the Personnel Commission without going to the Board and asking the Board to reconsider their action, and allow the Board to withdraw the request, was an act of insubordination. Other employees who agreed to this action were in fact acting in the same insubordinate manner. The employees and elected officials made the statement that employees have more authority in setting policies than the Board of Commissioners, who by state law are charged with the responsibility.

At times bad decisions are made for various reasons. It is the opinion of the Board that the employees did not think their actions through and consider the ramifications of their vote and probably did not intend to be insubordinate to the Board. However, since they have the same voting power as the Commissioners, it is imperative that they act as responsible members. Personnel Policies must be enforced in a fair and equal manner, thus guaranteeing that no one will be discriminated against for any reason.

Elected officials who sit on the Personnel Commission and help approve the rules under which employees work, have already stated in writing that after passing the rules, they will not obey them. Policies adopted by the Commissioners for applying for and receiving money on behalf of the County, are also being ignored.

Therefore, I move that the Board of Commissioners dissolve the Personnel Commission in its present make up and authority; that the Personnel Policies be changed to read as approved by the Board of Commissioners; that only regrades which have been approved by the Board of Commissioners be eligible for change in the 1997 budget, and that a new Personnel Advisory Commission be established with the membership being the same as the present Commission but with advisory authority only; and that a letter of reprimand be placed in the file of the employee who made the request and the two employees who voted in favor of the insubordinate request at the December 4, 1996 Personnel Commission meeting. Once the Personnel Advisory Commission has made a recommendation, the recommendation must be acted on by the Board of Commissioners and the vote of the majority of the Board, in a public meeting, will be the final authority. This statement is the official position of the Board of Commissioners for this matter.

The motion was seconded by Commissioner Barka and passed by unanimous vote. Commissioner Battles was absent.

There was discussion about the current telephone system in the Business Office/Commissioners Office which is totally maxed out. The cost of solving the problem needs to be considered in future budgets.

There was also discussion about upgrading the computer system in the Sheriff's Department regarding gas usage.

A motion was made by Commissioner Walker to adjourn. The motion was seconded by Commissioner Barka and passed by unanimous vote. The meeting adjourned at 2:01PM.

EGJ
EGJ
Date 12/14/96

Respectfully submitted,

Elizabeth G. Luce

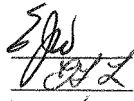
Elizabeth G. Luce,
Administrative Assistant, Pro Tem, to the
Board of Rockingham County Commissioners

Approved by,

Jane Walker

Jane Walker, Vice Chairman
Board of Rockingham County Commissioners

/egl


Date 12/23/96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 16, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, NH. The following were in attendance: Commissioners Barka, Walker and Battles. Also present were High Sheriff Wayne Vetter, Mr. William Sturtevant - Administrator of the Nursing Home, Mrs. Diane Gill - Director of Human Services, Robyn Wojtusik - UNH Cooperative Extension, Mr. Roy Morrisette - Personnel Assistant, Mr. Gene Charron, House of Corrections and Mr. Ernest Woodside - Director of Maintenance.

Also present at the meeting were Commissioner-elect Kate Pratt, Alexander Coolidge from Foster's Daily Democrat, Carl Perreault from the Manchester Union Leader and Steve Jusseaume from the Rockingham County Newspapers.

Commissioner Barka called the meeting to order at 1:10 PM.

REPORT FROM THE DIRECTOR OF HUMAN SERVICES: Mrs. Diane Gill

Mrs. Gill had nothing to report to the Board.

REPORT FROM THE SHERIFF'S DEPARTMENT: Sheriff Vetter

Sheriff Vetter had nothing to report to the Board.

REPORT FROM THE UNH COOPERATIVE EXTENSION: Robyn J. Wojtusik

Robyn Wojtusik had nothing to report to the Board.

REPORT FROM THE DIRECTOR OF MAINTENANCE: Mr. Ernest Woodside

After discussion about funds originally allocated for the Carlisle Building and Laundry, Phase II windows the following motion was made by Commissioner Battles:


That the original bid be amended in order to accommodate the work which needs to be done on the Carlisle Building and Phase II Laundry, to include the Blaisdell building, excluding the area of the Atrium. The motion was seconded by Commissioner Walker and voted unanimously.

It was noted that by this action the County has saved \$32,000.00 in this year's budget.

Mr. Woodside reported that the replacement hot water tank for the laundry is enroute.

REPORT FROM THE NURSING HOME ADMINISTRATOR - William Sturtevant

Mr. Sturtevant reported the census to be 298, with one in the hospital, one death this morning, 11 applications for admission and 99 clients in the Adult Day Care Program.


Date 12/23/96

Mr. Sturtevant stated that he is still reviewing the bids for the annual contract for laundry supplies. If the County goes with the low bidder there should be significant savings. He is waiting to get references from a local facility which uses the same product.

He also reminded the Commissioners that next Wednesday (12/18/96) is the date for the annual Christmas Buffet. Christmas morning will be the annual Christmas Tour of the Nursing Home with Santa meeting everyone about 9:00 AM in the dining room. The Tour should be over at noontime. Mr. Sturtevant stated that the 'Giving Tree' has been very successful this year, especially after the publicity in the newspapers. Every resident will receive at least one large gift because of the generosity of many organizations, staff, families and the 'Giving Tree'.

Bid Waiver requests for the Annual Memorandum of Understanding for Medical Director, Staff Physicians and Dental services, the kitchen equipment maintenance agreement and a 90 day extension for the laundry equipment service contract were presented for action at the next Commissioners' meeting.

Mr. Sturtevant stated that after talking with Mr. Rines regarding the possible replacement of bearings in one of the washing machines it was felt that the repairs could wait and be included in the 1997 budget.

REPORT FROM THE HOUSE OF CORRECTIONS - Gene Charron

Mr. Charron gave the Board a copy of population statistics. The report stated that there are 210 inmates, 186 in the building, 122 pretrial, 88 sentenced, 6 Federal, 13 State, 19 work release, 4 at the State Prison, 0 State Hospital, 17 at Womens State Prison, 1 Hillsborough County and 3 Strafford County for a total of 25 outside.

There was further discussion about the employment of work release inmates working at ERRCO and the problems caused by a previous inmate applying for Workmen's Comp in the State of Massachusetts. Commissioner Battles suggested that the NHAC draft some sort of legislation, backed by all the Counties, which would eliminate the problem. Commissioner Battles asked Mr. Charron to write a letter to NHAC asking for the endorsement of the affiliate for such legislation.

REPORT FROM HUMAN RESOURCES - Roy Morrisette

Mr. Morrisette had nothing to report to the Board.

REPORT FROM THE NURSING HOME ADMINISTRATOR - William Sturtevant

There were bids to be opened for provisions for the Nursing Home:

- Alliant
- Shaheen
- Food Services, Inc.
- North Center
- Twomey
- Hall, Smith & Cisco
- Jordans

A motion was made by Commissioner Battles that Mr. Sturtevant shop the bids and award it to the lowest bidder or the one that is in the best interests of the County. The motion was seconded by Commissioner Walker and passed unanimously.

EGL

Date _____

The Commissioners requested that Human Resources work with them to redo the job description for the Administrative Assistant in the Commissioners office.

Budget schedules and times for the departments to meet with the Commissioners were read by Commissioner Battles.

Commissioner Battles stated that in regards to requested equipment the bidding process might change slightly and that unless complete specifications are supplied to the Commissioners with the request for any equipment the, item will not be included in the budget. Commissioner Barka concurred with the statement. The purpose is to coordinate and facilitate purchasing.

A motion was made by Commissioner Walker to approve the minutes of December 2, 1996 and December 10, 1996. The motion was seconded by Commissioner Barka with the minutes of December 2, 1996 being passed by unanimous vote and the minutes of December 10, 1996 passed by two yea votes with Commissioner Battles abstaining.

Under old business Commissioner Battles wanted it recorded that, given that he was unavailable for the December 10, 1996 Commissioners' meeting, he objected to the vote to eliminate the Personnel Commission. A motion was then made by Commissioner Battles that the Board of Commissioners would eliminate any references to employees actions as insubordinate, and further, that no actions of reprimand occur. The motion died for want of a second.

There was no report from the Telecommunications Sub-Committee.

Commissioner Walker stated that because the EBPA office in Hampton Falls is closing (the administrator of Dental Claims) and is transferring all claims to Health Source of Ohio, the Commissioners should sit down and discuss possible problems or differences in premiums with EBPA.

After discussion regarding the possible transfer of a laser printer from the County Attorney's office to the Bailiff's section of the Superior Court House a motion was made by Commissioner Battles to allow the County Attorney's request to transfer the laser printer to the Sheriff's Department to be used by Deputy Barry Peacock with the stipulation that it is not to be used in a room which is not included in the current lease between the County and the State of New Hampshire. The motion was seconded by Commissioner Barka and passed with two yeas. Commissioner Walker abstained from the vote.

A motion was made by Commissioner Walker to adjourn. The motion was seconded by Commissioner Barka and passed by unanimous vote. The meeting adjourned at 1:46 PM.

Respectfully submitted,

Elizabeth G. Luce

Elizabeth G. Luce,
Administrative Assistant, Pro Tem, to the
Board of Rockingham County Commissioners
Approved by,

Jane Walker

Jane Walker, Vice Chairman
Board of Rockingham County Commissioners

Egw
WJL
Date 12/30/96

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 23, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker. Commissioner Battles had left a message that he was unable to attend. Also present were Mr. William Sturtevant - Administrator of the Nursing Home, Mrs. Diane Gill - Director of Human Services, Mr. Gene Charron, House of Corrections and Mr. Ernest Woodside - Director of Maintenance.

Also present at the meeting were Alexander Coolidge from Foster's Daily Democrat and Steve Jusseaume from the Rockingham County Newspapers.

Commissioner Barka called the meeting to order at 1:06 PM.

REPORT FROM THE DIRECTOR OF HUMAN SERVICES: Mrs. Diane Gill

Mrs. Gill reported that she had heard from the Derry Mediation Program that a \$250.00 donation has been made to the program by The Hampshire Chemical Co. of Nashua to recognize time donated by Judy Wood from Londonderry, an employee who is a volunteer in the Derry Mediation Program.

REPORT FROM THE DIRECTOR OF MAINTENANCE: Ernie Woodside

There were bids to be opened for the Dissolved Oxygen Meter for the Waste Water Treatment Facility:
Cole Palmer Instrument Co.
VWR Scientific Products
Fisher Scientific

A motion was made by Commissioner Walker that Mr. Woodside shop the bids and come back to the Commissioners with his recommendations. The motion was seconded by Commissioner Barka and voted unanimously with two Commissioners in attendance.

Commissioner Walker asked that the request for a bid waiver regarding the replacement parts for the gasoline tracking system be brought up at the 12/30/96 Commissioners' meeting.

REPORT FROM THE NURSING HOME ADMINISTRATOR - William Sturtevant

Mr. Sturtevant reported the census to be 299, with one in the hospital, 12 applications for admission and 97 clients in the Adult Day Care Program.

Egw
Date 12/30/96

There was a bid to be awarded for Laundry Chemicals for a two year contract. Mr. Sturtevant recommended that the bid be awarded to Nova Chemical Systems at 76.9 cents per pound for 1997 and 79.3 cents per pound for 1998. Commissioner Walker moved that the two year contract be awarded to Nova Chemical Systems. The motion was seconded by Commissioner Barka and passed by unanimous vote with two commissioners in attendance.

Commissioner Walker moved that the following Bid Waivers be approved, contingent upon the third Commissioners approval, Annual Memorandum of Understanding for Medical Director, Staff Physicians and Dental services, the kitchen equipment maintenance agreement and a 90 day extension for the laundry equipment service contract. The motion was seconded by Commissioner Barka and passed by unanimous vote with two commissioners in attendance.

There were bids to be opened for frankforts:
One bid received - Lionel Lavallee

Commissioner Walker moved that the Board take Mr. Sturtevant's recommendation to reject the bid and that the bids be resubmitted. The motion was seconded by Commissioner Barka and passed by unanimous vote with two commissioners in attendance.

There were bids to be opened for beef:
One bid received - Associated Grocers

Commissioner Walker moved that Mr. Sturtevant shop the bid and award the bid if he feels it is in the best interests of the County or reject the bid if it is not. The motion was seconded by Commissioner Barka and passed by unanimous vote with two commissioners in attendance.


There were bids to be opened for the 2500 Kent Burnisher:
George T. Johnson, Co.
Central Paper
Salem Paper
Brite, USA
Arnold T. Clement

Commissioner Walker moved that Mr. Sturtevant shop the bids and come back to the Board with his recommendations. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

Mr. Sturtevant requested a non-public session at the end of the regular meeting.

REPORT FROM THE HOUSE OF CORRECTIONS - Gene Charron

Mr. Charron gave the Board a copy of population statistics. The report stated that there are 216 inmates, 192 in the building, 132 pretrial, 84 sentenced, 7 Federal, 13 State, 18 work release, 4 at the State Prison, 0 State Hospital, 17 at Womens State Prison, 1 at Hillsborough County and 2 at Strafford County for a total of 24 outside.


Date 12/30/96

There was further discussion about the employment of work release inmates working at ERRCO and the problems caused by a previous inmate applying for Workmen's Comp in the State of Massachusetts. Commissioner Walker suggested that because this could also be a national problem that NACO be contacted, possibly through Commissioner Marge Webster of Carroll County.

Commissioner Walker asked that Mosler contract for replacement of the camera system in the HOC be placed on the agenda for 12/30/96.

A motion was made by Commissioner Walker that the Board allow Mr. Charron to fill the position of Deputy Superintendent for the HOC, even though filling the position means more than a 6% increase, it is a new job and a new responsibility. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

A motion was made by Commissioner Walker that a new PCN (Personnel Change Notice) be created, using a different color, which would come back to the Board for approval to take care of all the cases that require approval because of a proposed increase which is over 6% above the average increase. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

A motion was made by Commissioner Walker that the phrase "Approved by the Board" means approved by the majority of the Board in an official, public, posted meeting of the Board. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

A motion was made by Commissioner Walker that the bid waiver for the installation of the replacement hot water tank by Tupen Rigging be granted, contingent upon the third Commissioner's approval. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

Commissioner Barka directed that the upgrade of the Administrative Assistant's position in the Commissioners' office be placed on the 12/30/96 agenda.

A motion was made by Commissioner Walker to approve the minutes of December 16, 1996. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

There was no report from the Telecommunications Sub-Committee. Commissioner Walker requested that this item be placed on the 12/30/96 agenda.

The Commissioners discussed the Health Insurance Program regarding the HOC union and the balance of County employee benefits.

The Business Health Management contract was discussed. The fact was noted that Dr. Hoffman will not be available until after January 8, 1997 to discuss terms of the contract.

The purchase of a shredder was also discussed.

Commissioner Walker asked that each department review their purchases from Sam's Club. There is a need to determine if the savings realized offset the cost of the yearly administrative fee (\$100) plus the cost of cards (\$25 for 1st card + \$10 for each additional card).

EGL
EW
Date 12/30/96

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker made the motion to go into Non-Public Session under NHRSA 91A:3 II (f) - Nursing Home - Residency Requirements. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 1:50 PM.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
DECEMBER 23, 1996

The Board of Rockingham County Commissioners met in Non-Public Session. Those in attendance were Commissioners Barka and Walker, Mr. William Sturtevant and Elizabeth Luce, Administrative Assistant, Pro Tem.

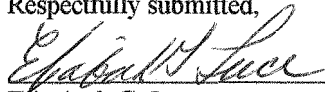
The Board met regarding the possible 'Residency Waiver' for an admission to the Nursing Home.

There being no further business to come before the Commissioners in Non-Public Session, Commissioner Walker moved to go out of Non-Public Session on a roll-call vote. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 1:56 PM.

A motion was made by Commissioner Walker to deny the request for a 'Waiver of Residency' to bring an individual from Ohio to the Nursing Home. Commissioner Barka seconded the motion, the motion passed by unanimous vote with two Commissioners in attendance.

Commissioner Walker wished everyone a Merry Christmas then made the motion to adjourn. The motion was seconded by Commissioner Barka and passed by unanimous vote. The meeting adjourned at 1:58 PM.

Respectfully submitted,



Elizabeth G. Luce,
Administrative Assistant, Pro Tem, to the
Board of Rockingham County Commissioners
Approved by,



Jane Walker, Vice Chairman
Board of Rockingham County Commissioners

EW
EW
Date 1/6/97

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
December 30, 1996

A meeting of the Board of the Rockingham County Commissioners was held on this date in the Commissioners Conference Room of the Rockingham County Nursing Home in Brentwood, NH. The following were in attendance: Commissioners Barka and Walker and Battles. Also present were Mr. William Sturtevant - Administrator of the Nursing Home, Mrs. Diane Gill - Director of Human Services, Deputy Superintendent Al Wright - House of Corrections, Mr. Roy Morrisette - Human Resources, Mrs. Theresa Young - Fiscal Officer and Mr. Bob Gilbert - Adjutant Foreman for Maintenance.

Also present at the meeting were Commissioner-elect Kate Pratt, Alexander Coolidge from Foster's Daily Democrat, Steve Jusseaume from the Rockingham County Newspapers and Carl Perreault from the Manchester Union Leader.

Commissioner Barka called the meeting to order at 1:06 PM.

REPORT FROM THE MAINTENANCE DEPARTMENT: Bob Gilbert

Mr. Gilbert reported that contracts were in for the windows for County Extension, the Laundry and the outside of Blaisdell. The dates work will be done are: Extension - January 13th through the 17th, Laundry - January 20th and the outside of Blaisdell will be January 27th.

The hot water tank riggers (laundry hot water tank replacement) are due to come in the week of January 6th, meantime the original tank has been taken off line because of considerable leakage. There was discussion regarding the fact that the Maintenance Department has qualified employees who would have been able to install the water tank but that the County lacks the proper equipment.

Mr. Gilbert also reported that the hazardous waste disposal is complete.

A motion was made by Commissioner Walker that a bid waiver be granted for the replacement parts and repairs to the gasoline tracking system. Megatronics International Corp. (formerly Tel-Star System) will do the repairs in an amount not to exceed \$4,000.00. The motion was seconded by Commissioner Battles and passed by unanimous vote.

A motion was made by Commissioner Walker that a bid waiver be granted for the purchase of miscellaneous flooring and flooring installation materials from New York Carpet World. The motion was seconded by Commissioner Barka and passed by unanimous vote.

There was a bid to be awarded for the Dissolved Oxygen Meter. Because the bids were not submitted in the proper form a motion was made by Commissioner Walker to reject the bids and send the bids out again with specific instructions from the maintenance department as to exactly how they want the bids completed. The motion was seconded by Commissioner Battles and passed by unanimous vote.

EWJ
EWJ
Date 1/6/97

REPORT FROM THE HOUSE OF CORRECTIONS: AI Wright

Mr. Wright gave the Board a copy of the population statistics. The report stated that there are 212 inmates, 190 in the building, 109 pretrial, 79 sentenced, 7 Federal, 13 State, 16 work release, 4 at the State Prison, 0 in State Hospital, 15 at Womens State Prison, 1 at Hillsborough County and 2 at Strafford County for a total of 22 outside.

There were questions from the Commissioners regarding the proposed Mosler contract which calls for \$7,300 for a service contract plus \$68,000 for installation of a Javilin Closed Circuit Video System equipment in the HOC.

REPORT FROM THE DIRECTOR OF HUMAN SERVICES: Mrs. Diane Gill

Mrs. Gill reported that if revenues continue to come in at the anticipated rate, her department will have 1.1 million dollars to go back into the general fund.

REPORT FROM THE NURSING HOME ADMINISTRATOR - William Sturtevant

Mr. Sturtevant reported the census to be 297, with two in the hospital, one death, 18 applications for admission and 97 clients in the Adult Day Care Program.

There was a bid to be awarded for a 2500 Floor Burnisher. Bids were received from Arnold T. Clement for \$1,345., Brite USA for \$1,445., Salem Paper Co. for \$1,295., Central Paper for \$1,095. and George T. Johnson Co. for \$1,449. Based on the low bid of \$1,095. from Central Paper Co. and the recommendation of Mr. Sturtevant, Commissioner Walker moved that the bid be awarded to the Central Paper Co. in the amount of \$1,095.00. The motion was seconded by Commissioner Battles and passed by unanimous vote.


A motion was made by Commissioner Walker to approve the new PCN form for salary actions which go beyond the normal range of changes. The form requires two out of three Commissioners' signatures and is to be printed on yellow colored paper. The motion was seconded by Commissioner Battles and passed by unanimous vote.

A motion was made by Commissioner Walker to allow an individual to take a position in the Sheriff's Department which would result in more than a 6% above the average in a year. The motion was seconded by Commissioner Battles and passed by unanimous vote.

REPORT FROM THE FISCAL OFFICE - Mrs. Theresa Young

Mrs. Young announced that the Delegation Executive Committee will be meeting on January 10, 1997 to work on department requests for over expenditures and line item transfers. Commissioner Battles asked that Mrs. Young please be sure to notify all elected officials and department heads that all 1996 accounts payable warrants and line item transfer requests must be sent in as soon as possible.

Mrs. Young also announced that Delegation Sub-committee meetings will be held on Mondays and Fridays.


Date 1/6/97

A motion was made by Commissioner Walker that the Board approve the three year ladder and the organization of the fiscal office and the positions as listed. The motion was seconded by Commissioner Barka and passed by two yeas with one nay.

A motion was made by Commissioner Battles that the Administrative Assistant position in the Commissioners' office be upgraded to Executive Assistant. The motion was seconded by Commissioner Barka and passed by two yeas with Commissioner Walker abstaining.

In response to a request from the Employees Advisory Committee, Commissioner Walker recommended that the letter be sent to the Personnel Advisory Committee for their recommendation for the percentage of salary increase, the merit pool and what is to be done with step 10 employees. A meeting of the Personnel Advisory Commission has been scheduled for January 9, 1997 at 9:00 AM.

There was discussion regarding the composition of some sort of group or Board to interview the applicants for a Human Resources Director.


A motion was made by Commissioner Walker that the Board engage the services of Gary Wulf as a labor relations specialist to handle labor negotiations between the County and the Sheriff's Department. The motion was seconded by Commissioner Barka and passed by unanimous vote.

A motion was made by Commissioner Walker to approve the minutes of December 23, 1996. The motion was seconded by Commissioner Barka and passed by unanimous vote with two Commissioners in attendance.

The decision was made to stay with Sam's Club Direct for purchases because the savings seem to outweigh the administrative charges, plus the convenience of being able to send someone directly to Sam's for purchases.

Commissioner Battles asked that the discussion regarding equipment used by Commissioners and its disposition be tabled until the 1/6/97 meeting.

Commissioner Walker stated that the following were her personal property and would be taken by her when she leaves the office: a TV, a refrigerator, a scanner, oak coat tree and some paintings. Commissioner Battles stated that for the record, Commissioner Walker did indeed own the above and should take them with her.


Date 1/6/97

There being no further business to come before the Board of Rockingham County Commissioners, Commissioner Walker made the motion to go into Non-Public Session under NHRSA 91A:3 II. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 2:12 PM.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
ROCKINGHAM COUNTY NURSING HOME
DECEMBER 30, 1996

The Board of Rockingham County Commissioners met in Non-Public Session. Those in attendance were Commissioners Barka, Walker and Battles, Commissioner-elect Pratt, Mr. Roy Morrisette and Elizabeth Luce, Administrative Assistant, Pro Tem.

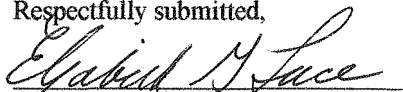
The Board met regarding the hiring of an attorney to handle labor negotiations for the County.

There being no further business to come before the Commissioners in Non-Public Session, Commissioner Battles moved to go out of Non-Public Session on a roll-call vote. Commissioner Barka seconded the motion and all voted in the affirmative on a roll call vote at 2:38 PM.

A motion was made by Commissioner Barka to employ the services of Gary Wulf to handle all union negotiations for the County. The motion was seconded by Commissioner Battles and passed by unanimous vote.

A motion was made by Commissioner Barka to adjourn. The motion was seconded by Commissioner Battles and passed by unanimous vote. The meeting adjourned at 2:43 PM.

Respectfully submitted,



Elizabeth G. Luce,
Administrative Assistant, Pro Tem, to the
Board of Rockingham County Commissioners
Approved by,



Jane Walker, Vice Chairman
Board of Rockingham County Commissioners