

Date MB
1/18/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
January 4, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: County Attorney Jim Reams; Cathy Stacey, Register of Deeds; Gene Charron, Corrections Supt.; Theresa Young, Fiscal Director; Roy Morrisette, Human Resources; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Jennifer Nelson, MIS/Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Linda Andrzejewski and Don Ramsey, Dietary Dept.; Terry Date, Exeter NewsLetter.

Commissioner Barka called the meeting to order at 10:48 a.m.

REPORT FROM THE COMMISSIONERS:

Mr. Sturtevant introduced Linda Andrzejewski and the new Food Services Director, Donald Ramsey who had previously worked at the Harborside Nursing Home in Milford.

Commissioners Pratt and Barka spoke about the 2000 budget. The overall budget was up 1 percent. Commissioner Barka commended several departments for a great budget presentation. He stated that the 2000 county budget would be mailed to the cities and towns tomorrow.

Commissioner Pratt questioned Theresa Young and the other Commissioners about the residential care project, bonding issues, borrowing money versus paying from current appropriations and other matters. She expressed grave concerns about the 14.8% tax increase and protested that she had not been consulted by the other Board members about finalizing the Commissioners' budget. She noted that

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this was the first complete, current budget document the Board had received despite numerous requests since meetings with the departments ended prior to Christmas. She asked if the departments had received this budget document for review and the members present indicated they had not. Mrs. Young stated the departments would receive their copies after 3:00 p.m. today. Commissioner Barka stated he wanted to get the budget out earlier this year. Commissioner Pratt noted the Commissioners budget does not have to be out until January 15 and expressed her belief that this budget requires a full and thorough review by the Board. Commissioner Barka and Barrows stated that the budget can and probably would be changed later by the delegation. Commissioner Pratt stated she would not sign off on this budget document.

REPORT FROM THE COUNTY ATTORNEY:

The County Attorney's office is preparing for year end. Preliminary numbers are available, but not final numbers.

The number of prosecutions in their office are up dramatically in terms of number of indictments returned.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey reviewed her monthly figures with the Commissioners.

Mrs. Stacey had several questions for the Commissioners regarding the CMT's recommendations for employee benefits for the year 2000.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron presented his year end figures with graphs to the Commissioners. The "bracelet" system was discussed. Superintendent Charron stated that the Probation Dept. has that ability. Carroll County also uses this system. This system is used as an alternative sentencing method.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young stated that the year 2000 Commissioners' budget was being sent to the printer today and would be delivered in person to every department after 3:00 p.m..

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Mrs. Young reported that 4 items have had a dramatic impact on this year's budget: Increased health care costs, a \$1.8 million lower fund balance than last year, and loss of revenues of \$1.5 million and an increase in appropriations in the Nursing Home budget.

REPORT FROM HUMAN RESOURCES:

Roy Morrisette stated that Aetna Insurance would be coming to the Commissioners' Meeting later to do a presentation on deferred compensation. They won the State bid on their deferred compensation plan.

Roy Morrisette also reported that the mail order forms for prescription medicines were now in the Human Resources Department.

REPORT FROM HUMAN SERVICES:

Diane Gill stated that she had received a telephone call from Commissioner Favreau's office regarding a date change for the meeting from January 14th to January 20th. Mrs. Gill received a call from Theresa Young yesterday regarding a budget reduction and she has put her response in writing to the Commissioners.

Mrs. Gill received a letter yesterday addressed to all substitute care providers from the director of DCYF Nancy Rollins, with copies to Human Service Administrators notifying them that there will be 3% rate increase retroactive back to October 1. This concerns all group homes, all foster homes, etc. This amount was not accrued for 1999 because accruals were due in December nor is this increase in the proposed 2000 budget. Mrs. Gill called Nancy Rollins and she has not returned the call.

Diane Gill stated that she would be attending the affiliate meeting next Tuesday to go over many new liability issues. Mrs. Gill will also be attending the Association of Counties meeting on Friday to talk about the issues with DYDS and their proposed rate setting.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Several minor problems are being fixed, a mixing valve has been replaced and a water leak in the Underhill wing is being repaired tomorrow. The county went through Y2K with no problems.

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REPORT FROM THE NURSING HOME

Mr. Sturtevant gave the census report, with a population of 257 and 20 new applications for admission.

Bids were opened for gentle rain:

Gulf South
Neighbor Care
McKesson/Redline

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for dish detergent:

Shaheen Bros.
Summit Supply
Ecolab
Ameri-Clean
UNX Inc. - Van Kittridge

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE MIS/TELECOMMUNICATIONS DEPARTMENT:

Jennifer Nelson gave her final Y2K report. Everything went very well and there were no breaks in service. Bell Atlantic is working on some telephone situations, but nothing serious.

AETNA PRESENTATION:

Roy Morrisette introduced Karen Kiley, Tom Manning and Donald Piatt from Aetna. They gave a 20 minutes presentation on deferred

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compensation plans and the switchover from Copeland to Aetna. There are 48 county employees in the Copeland Plan. The Aetna Plan is a 457 Plan and there would be no fees or penalties to employees for switching to the Aetna Plan. There will be a couple of education meetings for employees to view the Aetna Plan. This could be included in a benefits fair. There will be a conversion period from the end of January to February 25 in which all of the data and records will transfer over to Aetna. The enrollment period will end February 14, 2000. Donald Piatt is the local representative and has an office in Bow, New Hampshire. Included in the package is a question and answer sheet.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:15 p.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 2/8/00

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
HUMAN RESOURCES OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
1-12-2000

Present: Commissioner Maureen Barrows, Vice Chairman
Commissioner Katharin Pratt, Clerk

Also Present: Gary Wulf, Labor Negotiator
Gene Charron, Superintendent of Corrections
Martha Roy, Human Resources Director
Bill McCann, State Employees Association
Keith MacMaster, SEA Local Steward
Robert Remick, Correctional Officer

Commissioner Barrows called the meeting to order at 11:10 a.m.

MOVED: Commissioner Pratt made the motion to go into non-public session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barrows,

VOTE: 2 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

MINUTES
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
HUMAN RESOURCES OFFICES
NON-PUBLIC SESSION
Rockingham County Nursing Home
Brentwood, New Hampshire
1-12-2000

Discussion: The Commissioners heard a Union Step IV grievance in Non-Public session.

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MOTION: There being no further business to come before the Board of Rockingham County Commissioners on Non-Public session under RSA Chapter NHRSA 91A:3 II (a) Commissioner Pratt moved to go out of Non-Public session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 2 yea.

Motion passed unanimously in the affirmative.

MOTION: Commissioner Barrows moved to adjourn.

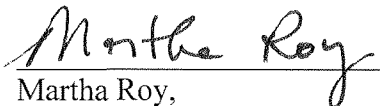
SECONDED: Commissioner Pratt.

VOTE: 2 yea.

Motion passed unanimously in the affirmative.

Meeting adjourned at 12:35 p.m.

Respectfully submitted,



Martha Roy,
HR Director

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date 2/8/00

**PUBLIC HEARING - ROCKINGHAM COUNTY
SUPPORTED RESIDENTIAL CARE CDBG APPLICATION
COMMISSIONERS' CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
January 18, 2000**

Present: Commissioner Ernest P. Barka
Commissioner Maureen Barrows
Commissioner Katharin K. Pratt

Also present: Bill Sturtevant, Nursing Home Administrator; Martha Roy,
Human Resources Director; Mark Nardone, grant writer.

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

OPEN PUBLIC HEARING:

Commissioner Barka opened the public hearing at 9:05 a.m. to be followed by a Commissioners' Session. He stated that this was a public hearing for the State CDBG grant application to the New Hampshire Office of State Planning for County building renovation to establish Supported Residential Care (SRC).

Commissioner Barka introduced Mark Nardone who gave a project status report. (See Attached).

PUBLIC COMMENT.

Commissioner Barka asked for public comment. Commissioner Barrows requested that a list of people who are on the State CDBG Advisory Board be provided to the Board of Commisisoners.

Bill Sturtevant described/reviewed the proposed floor plan of the SRC facility.

Commissioner Barrows requested that Bill Sturtevant research the ability of the County to retain a 300 Nursing Home bed occupancy and add on 30 SRC beds.

CLOSE PUBLIC HEARING.

Commissioner Barka closed the public hearing.

MOTION:

MOVED: Commissioner Pratt that the County apply for, accept and expend money from Community Development Block Grant funds for the proposed Supported Residential Care/Nursing Home Facility, to authorize the Chairman

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of the Board of Commissioners to execute any documents which may be necessary to effectuate this contract, and further to readopt the Housing and Community Development Plan and Anti-Displacement/Relocation Plan.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

ADJOURN:

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Respectfully submitted,



Martha Roy, Human Resources Director

PUBLIC HEARING
CDBG PUBLIC FACILITIES STUDY GRANT APPLICATION

COUNTY BUILDING RENOVATION TO ESTABLISH SUPPORTED RESIDENTIAL CARE

AGENDA

February 18, 2000

9:00 AM

- A. Open Public Hearing for State CDBG Grant Application to the New Hampshire Office of State Planning for County Building Renovation to Establish Supported Residential Care.

- B. Introduction of:
 - County Grant Application Writer: Mark Nardone

- B. Take Public Input on CDBG application, Housing and Community Development Plan and Anti-displacement/Relocation Plan :
 - 1.Public Officials
 - 2.Citizens

- C. Close Public Hearing

- D. **Motion: That the County apply for, accept and expend money from Community Development Block Grant funds for the proposed Supported Residential Care/ Nursing Home Facility and further to authorize the Chairman of the Board of Commissioners, to execute any documents which may be necessary to effectuate this contract.**

To readopt the Housing and Community Development Plan and Anti-Displacement/Relocation Plan.

EXECUTIVE SUMMARY

STATE CDBG HOUSING & PUBLIC FACILITY APPLICATION

RENOVATIONS TO UNDERHILL BUILDING FOR SUPPORTED RESIDENTIAL CARE AND TO DRISCOLL BUILDING (2ND FLOOR) FOR NURSING HOME SPACE

STATE CDBG HOUSING AND PUBLIC FACILITY GRANT PROGRAM

- The State is awarded Community Development Block Grant (CDBG) funds by the U. S. Department of Housing and Urban Development each year. The State CDBG Program, administered by the N. H. Office of State Planning, is targeted to projects that benefit low and moderate-income residents.
- The proposed project is eligible under the Housing and Public Facility Program. Applications for Housing and Public Facility projects are accepted twice annually, in January and June, by the State, and grant awards are made competitively.
- Approximately \$4.5 million is available in 2000 for Housing and Public Facility projects, including approximately \$1.5 million for the upcoming January 2000 funding round.

PROJECT NEED

- State laws and regulations, particularly SB 409, support (with Medicaid funding) the development of residential care services.
- Nursing home stays by residents that could be accommodated in a supported residential care environment could significantly reduce the burden on taxpayers.
- A market study has shown that there is a growing need for supported residential care housing in Rockingham County. This is expected to increase at an even faster rate over the next several decades.
- An architectural analysis undertaken by the County with a separate CDBG Feasibility Grant supports renovating the first two floors of Underhill to house 30 residents for supported care, and renovating the second floor of Driscoll for 25 nursing home beds.

PROJECT GOAL

- To ensure the most efficient and appropriate care is afforded to low and moderate-income residents of Rockingham County.

PROPOSED PROJECT

- This project proposes to use State CDBG funds as a \$1 million match to the County's \$1.7 million contribution. The County's share will come from a bond authorization.
- The project will include final design, plans and specifications to complete the Underhill and Driscoll Building renovations, construction of nursing home space to accommodate 25 residents on the 2nd floor of Driscoll, and renovation of the 1st and 2nd floors of Underhill to house 30 residents for supported residential care.
- The project will provide expanded range of residential care for mostly low and moderate-income residents. Supported residential care is more appropriate for many residents and is less costly than nursing home care. The project will therefore result in long-term savings to the taxpayers.

PROJECT BUDGET

SEE ATTACHED

GRANT DEADLINE

- Monday, January 31, 2000.

HOUSING AND COMMUNITY DEVELOPMENT PLAN

- State CDBG Grant application rules require the adoption of a County Housing and Community Development Plan. This was adopted on January 22, 1998 and subsequently amended on February 17, 1998. Additional public comment was sought on April 21, 1999. Please see attached.

RELOCATION AND DISPLACEMENT PLAN

- State CDBG Grant application rules require the adoption of a County Relocation and Displacement Plan. This was adopted on January 22, 1998. Additional public comment was sought on April 21, 1999. Please see attached.

**ROCKINGHAM COUNTY SUPPORTED RESIDENTIAL CARE FACILITY
GRANT BUDGET -- SOURCES/USES OF FUNDS OVER 30-MONTH LIFE OF PROJECT**

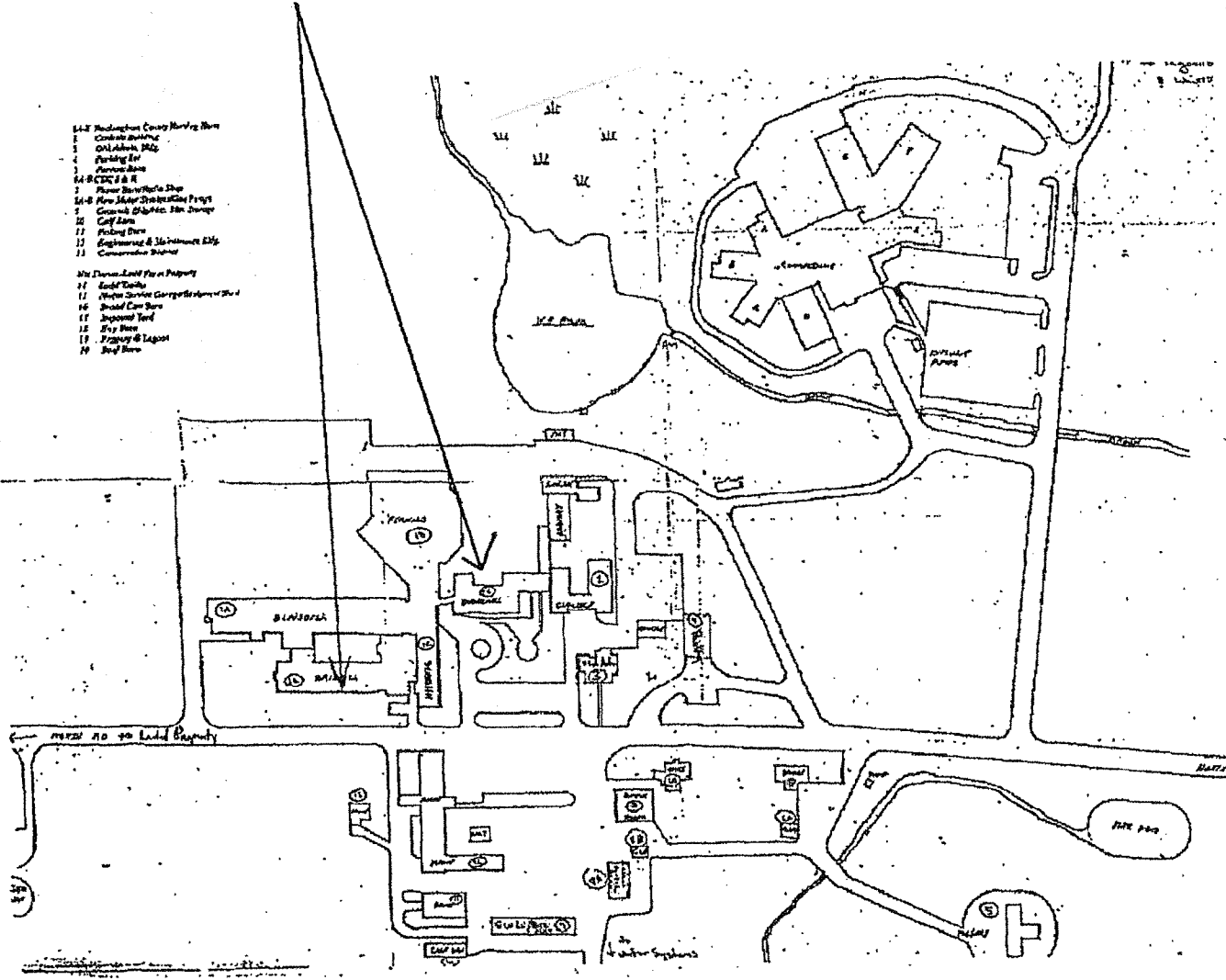
<i>Budget Item</i>	<i>CDBG Amount</i>	<i>County Contribution</i>	<i>TOTAL AMOUNT</i>
Construction Costs (Including contingencies)	\$ 670,000	\$ 1,700,000	\$ 2,370,000
Direct Program Costs -- A&E Services (Including final design, design contingency, plans, specs, construction oversight)	\$ 195,000		\$ 195,000
Direct Program Costs -- Clerk-of-the-works	\$ 58,000		\$ 58,000
SUBTOTAL: OTHER PUBLIC FACILITIES	\$ 923,000	\$ 1,700,000	\$ 2,623,000
SUBTOTAL: RELOCATION	\$ 9,000	\$ -	\$ 9,000
			\$ -
			\$ -
Project Management	\$ 62,000		\$ 62,000
Administrative Overhead -- (Including supplies, equipment, printing, advertising, legal)	\$ 3,000		\$ 3,000
Audit	\$ 3,000		\$ 3,000
SUBTOTAL: ADMINISTRATION	\$ 68,000	\$ -	\$ 68,000
			\$ -
TOTALS	\$ 1,000,000	\$ 1,700,000	\$ 2,700,000

PROJECT LOCATION

ROCKINGHAM COUNTY COMPLEX BRENTWOOD, NH

Underhill & Driscoll Buildings

- 14-2 Rockingham County Sheriff's Office
- 1 Combustible Building
- 1 On-Arrow Bldg
- 1 Parking Lot
- 1 Service Station
- 14-2 CDC/FAE
- 1 Power Substation Shop
- 14-8 New Major Structural Frame
- 1 Concrete Structure. 3rd Floor
- 10 Golf Barn
- 11 Pickling Shed
- 15 Engineering & Maintenance Bldg
- 11 Commercial Building
- 16.1 Towns-land Farm Property
- 11 Field Office
- 11 Water Service Garage/Storage Shed
- 16 School Cam Barn
- 11 Deposition Yard
- 11 Dry Store
- 11 Pulp Mill Logos
- 11 Shed Barn



ROCKINGHAM COUNTY
HOUSING AND COMMUNITY DEVELOPMENT PLAN

JANUARY 1998

While Rockingham County has the authority to plan for the use of land and facilities under its ownership, its legal authority otherwise to implement this plan is limited. Rockingham County does not have any zoning powers or other authority to regulate land use within the municipalities in the County. The County does, however, have the authority to apply for Community Development Block Grants (CDBG) and other grants which would implement this plan and to support the efforts of its communities to improve housing, economic opportunities, and public facilities for lower income families and households.

The thirty-seven communities which comprise Rockingham County are spread amongst three regional planning commissions. All member communities of the Rockingham Regional Planning Commission are contained within Rockingham County. In addition, seven of the Southern NH Planning Commission's thirteen member communities are located in Rockingham County; and three of the Strafford Regional Planning Commission's seventeen member communities are located in Rockingham County.

Rockingham Regional Planning Commission

- Atkinson
- Brentwood
- Danville
- East Kingston
- Epping
- Exeter
- Fremont
- Greenland
- Hampstead
- Hampton
- Hampton Falls
- Kensington
- Kingston
- Newcastle
- Newfields
- Newington
- North Hampton
- Plaistow
- Portsmouth
- Rye
- Salem
- Sandown
- Seabrook
- South Hampton
- Stratham
- Windham

Southern NH Planning Commission

- Auburn
- Candia
- Chester
- Deerfield
- Derry
- Londonderry
- Raymond

Strafford Regional Planning Commission

- Newmarket
- Northwood
- Nottingham

All three regional planning commissions which the County encompasses have prepared Housing Needs Assessments for their regions pursuant to NH RSA 36:47, II. These assessments evaluate the regional need for housing for persons and families of all income levels. In addition to identifying affordable housing needs, these studies highlight techniques and land use strategies to meet housing needs. The planning commissions work with municipalities to incorporate the findings of these Assessments in community master plans to serve as a local goal in meeting affordable housing needs.

Twenty-six of the County's thirty-seven communities are members of the Rockingham Regional Planning Commission and these communities, therefore, have representation on the Commission. Given this, the goals listed below are primarily based on the Rockingham Planning Commission's 1988 *Regional Master Plan*.

The *Regional Master Plan's* purpose is to show how the resources of the region can best be used and managed to meet the expressed needs and wishes of its residents, all of whom reside in Rockingham County. The Plan establishes overall regional goals designed to promote health, safety, and general welfare. The goals are broad statements of intent regarding how future land use and development should occur in the region. The goals, as cited in the *Regional Master Plan*, are as follows:

- Promote the conservation, protection and sound management of the region's natural resources.
- Plan and manage growth and development to minimize adverse impacts and maximize development benefits.
- Provide for a balanced, diverse housing supply which meets the needs of all age and income groups in the region.
- Provide for the safe, convenient and efficient movement of people, goods, and services within the region.
- Provide for the timely and orderly development of public services, facilities, and utilities necessary to support existing and anticipated development.
- Provide adequate passive and active recreation areas and facilities to meet the needs of the region.
- Protect and preserve the region's historic resources.
- Promote public awareness about the importance of sound land use planning and resource management.

It is the policy of Rockingham County that the involuntary displacement of households from their neighborhoods shall be minimized.

ROCKINGHAM COUNTY
DISPLACEMENT AND RELOCATION PLAN

JANUARY 1998

Every effort will be made to avoid temporary or permanent displacement of an individual due to a Community Development Block Grant (CDBG) project undertaken by the County.

However, should the situation arise, Rockingham County will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income, which is involuntarily and permanently displaced as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended.

If the occupied residential property is acquired, converted, or demolished and will not continue to be used for low/moderate income housing under section 104(d) of the Housing and Community Development Act of 1974, as amended, the County's Displacement and Relocation Plan shall provide:

1. One-for-one replacement of low/moderate income dwelling units.
2. Replacement low/moderate income dwelling units may be provided by any government agency or private developer.
3. Units will be sufficient in number and size to house no fewer than the number of occupants who could have been housed in the units demolished or converted (for example, one 2-bedroom unit with two 1-bedroom units).
4. Units will be in standard condition.
5. All units will initially be made available for occupancy during the period beginning one year before the state recipient's submission of the information and ending three years after the commencement of the demolition or rehabilitation related to the conversion.
6. Units will be designed to remain low/moderate income dwelling units for at least 10 years from the date of initial occupancy.
7. Before the State recipient enters into a contract committing it to provide funds under this part for any activity that will directly result in the demolition of low/moderate income dwelling units or the conversion of low/moderate income dwelling units to another use, the County will make public and submit the following information in writing to the State:
 - a. A description of the proposed activity.
 - b. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for low/moderate income dwelling units as a direct result of the assisted activity.
 - c. A time schedule for the commencement and completion of the demolition or conversion.

- d. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission shall identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size shall be submitted and disclosed to the public as soon as it is available.
- e. The source of funding and a time schedule for the provision of replacement dwelling units.
- f. The basis for concluding that each replacement dwelling unit will remain a low/moderate income dwelling unit for at least 10 years from the date of initial occupancy.
- g. Information demonstrating that any proposed replacement of dwelling units (for example, one 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of low/moderate income households in the recipient's jurisdiction.

Rockingham County will provide relocation assistance to each displaced person pursuant to section 104(d) of the Housing and Community Development Act of 1974, as amended.

CERTIFICATION OF COMPLIANCE: Rockingham County anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the County certifies that it will comply with the Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974, as amended.

4-27-99

Date

Ernest P. Barker

Signature

Architectural Feasibility Analysis
Rockingham County Complex
Supported Residential Care Facility (SRC)

Scope of Work & Probable Project Cost Estimate Summary

Alternate #1: Build out Driscoll 2 for 25 IC beds and Renovate Underhill 1 & 2 for 30 SRC beds
 Relocate County Delegation Conference Room & County Human Resource Offices

Phase One: Relocate Offices & Build out Driscoll 2 for 25 IC beds

** Assumption: 30 beds and two tubs will be relocated from Underhill.

	Area Net SF	Cost \$/SF	Budget Total
Build out	10,000	60	600,000
Demolition & Removal	2,750	2	5,500
Office Replacement	2,750	20	<u>55,000</u>

Base Construction 660,500
 Contingency @ 6% 39,630

Estimated Probable Construction Cost Phase One 700,130

Note: Includes \$228,250 for Electrical/Mechanical /Plumbing
 See Engineer Report Attached

Phase Two: Renovate Underhill 1 & 2 for 30 SRC beds

Renovation Area @ 1st & 2nd Floors	13,000	70	910,000
Additions: Elevator/Entry/Solarium	1,270	200	254,000
Hazardous Materials			158,000
Site work & Landscape Allowance			96,000

Base Construction 1,418,000
 Contingency @ 10% 141,800

Estimated Probable Construction Cost Phase Two 1,559,800

Note: Includes \$ 459,500 for Electrical/Mechanical/Plumbing
 See Engineer Report Attached

Total Estimated Construction Cost Driscoll + Underhill 2,259,930

Other Project Costs:

Site Exploration and Inspections			20,000
Furniture and Equipment			85,000
Trellises and Awnings			35,000
Architectural/ Engineering Fees @ avg. 7.8% through construction			176,274.5
Clerk of the Works 18 months @ 40,000 Allowance			30,000
Other Owner Expenses Budget			<u>30,000</u>
	Sub Total		376,275
	Contingency @ 5.5%		<u>20,695.1</u>
	Sub Total other Project Costs		<u>396,970</u>

TOTAL ESTIMATED PROJECT COST 2,656,900



LUCHINI MILFORT GOODELL & ASSOCIATES, INC.

THE MILL • 73 PRINCETON STREET, NO. CHELMSFORD, MA 01863
TEL. (978) 251-9310 • FAX (978) 251-9320

LUCHINI MILFORT GOODELL & ASSOCIATES, INC. are pleased to submit the following report on the mechanical and electrical systems in the Underhill Building and the second Floor of the Driscoll Building. This report is based on site visits, review of available plans and documentation, and input from facilities personnel.

OBSERVATIONS

A. Underhill

1. **Plumbing:**
With the exception of a recently added accessible shower room, the plumbing fixtures in the Underhill building are dated and due for "retirement" Distribution piping should be replaced back to the building service entrance, and the existing sanitary piping for the most part will not be reusable in the proposed renovation scheme.
2. **Fire Protection**
The existing sprinkler system, although functional, will have to be entirely revised to accommodate the new SRC layout. Backflow prevention, etc. will have to be brought up to current codes and standards.
3. **HVAC:**
The building is served by a two-pipe steam system fed from the central plant. Due to its age, and the shift to hot water heating systems throughout the complex, this system should be replaced.

The air conditioning system serving the Central Linen area is in good working condition, and can remain in service. The ventilation systems installed in the attic, while passable, do not allow mechanical ventilation in the winter months (when the outside air temperature drops below 40 degrees or so). The air conditioning systems installed in the dayrooms are recirculating only. The second floor system will not work with the new layout, and although it may be possible to reuse the equipment serving the first floor dayroom, the distribution system would have to be replaced.
4. **Electrical**
The building is fed with multiple normal and emergency power services. Normal power is distributed via load centers located throughout the building. A separate feed was installed for the new air conditioning equipment.

The generator serving the Underhill building (among others) was tested in October of 1998. Although the average load was only 40 percent of the generator and transfer switch capacity, the load test did reveal an unbalance across the phases, and an instantaneous voltage sag/current surge did occur as the load was transferred to the generator.

B. Driscoll 2

1. **Plumbing:**
Driscoll 2 was roughed for plumbing when the building was constructed.
2. **Fire Protection**
The existing fire protection system was designed to result in head locations consistent with the layout on the lower floors.
3. **HVAC:**
Provisions were made for the heating loop for Driscoll 2 when the building was built, and space was allotted in the east penthouse to accommodate ventilation equipment.
4. **Electrical**
The existing electrical panels (normal and emergency) on Driscoll 2 have considerable space remaining. It is likely that additional panels will not be necessary to accommodate a buildout.

RECOMMENDATIONS

A. Underhill

1. **Plumbing:**
Our recommendation is to gut the existing plumbing systems back to main service entrance/exit points and install new systems to accommodate the new SRC layout. Sanitary drainage will be split, approximately half the building will drain to the west and half to the east via the basement of Carlisle.
2. **Fire Protection**
Install new sprinkler distribution piping throughout the first and second floors of the facility. Tie sprinkler alarm equipment into fire alarm system.
3. **HVAC:**
The existing steam heating system should be removed in its entirety. Install a new hot water system, with a steam-to-hot water heat exchanger, pumps, and accessories located in the basement of Carlisle. New hot water radiators will provide heat to individual spaces.

The existing air conditioning systems should be in the attic should be replaced with a variable volume system in order to provide air conditioning in as economical a manner as possible. The new system should incorporate a minimum ventilation air component to supply constant, minimum code required fresh air to the building. Ideally, this ventilation component would take advantage of air-to-air energy recovery technology.

There is an opportunity to reuse, in part, the system that currently serves the first floor day room. However, the system should be upgraded with some add-on equipment to provide mechanical fresh air ventilation, again preferably with energy recovery.

As previously stated, the system serving the Central Linen area can remain in service.

4. Electrical

The existing electrical distribution system should be replaced in its entirety. New main distribution panels (normal and emergency) should be installed on the basement level, and in turn feed floor distribution panels. The emergency power feed to the building will need to be upgraded to accommodate additional loads, such as the new elevator, which will be fed from a shunt trip circuit breaker.

Lighting fixtures will be installed in common areas, bathrooms, etc.; bedroom lighting will be via lamps on switched outlets.

B. Driscoll 2

1. General:

The existing office spaces on the second floor of the Driscoll building will have to be demolished, along with their mechanical and electrical systems, before the floor can be built out for nursing care.

2. Fire Protection

Existing piping/head locations to remain largely as is. Minor modifications may be required in the nursing station/dining area.

3. Plumbing:

New plumbing fixtures are to be installed to match those on the ground and first floors. Roughing is already in place to accommodate a room layout identical to the lower floors. Medical vacuum system shall be extended as required.

4. HVAC:

The existing unit heaters are to be removed, and new radiators installed throughout the renovated space, connected to the existing hot water supply and return mains. A new air handling unit is to be installed in the east penthouse, and distribution ductwork installed throughout the space. Controls shall be identical to those on the lower floors.

5. Electrical
New normal and emergency power distribution and lighting systems shall be installed, similar to the lower floors. Existing nurse call system shall be extended.

OPINION OF PROBABLE COST

A. Underhill

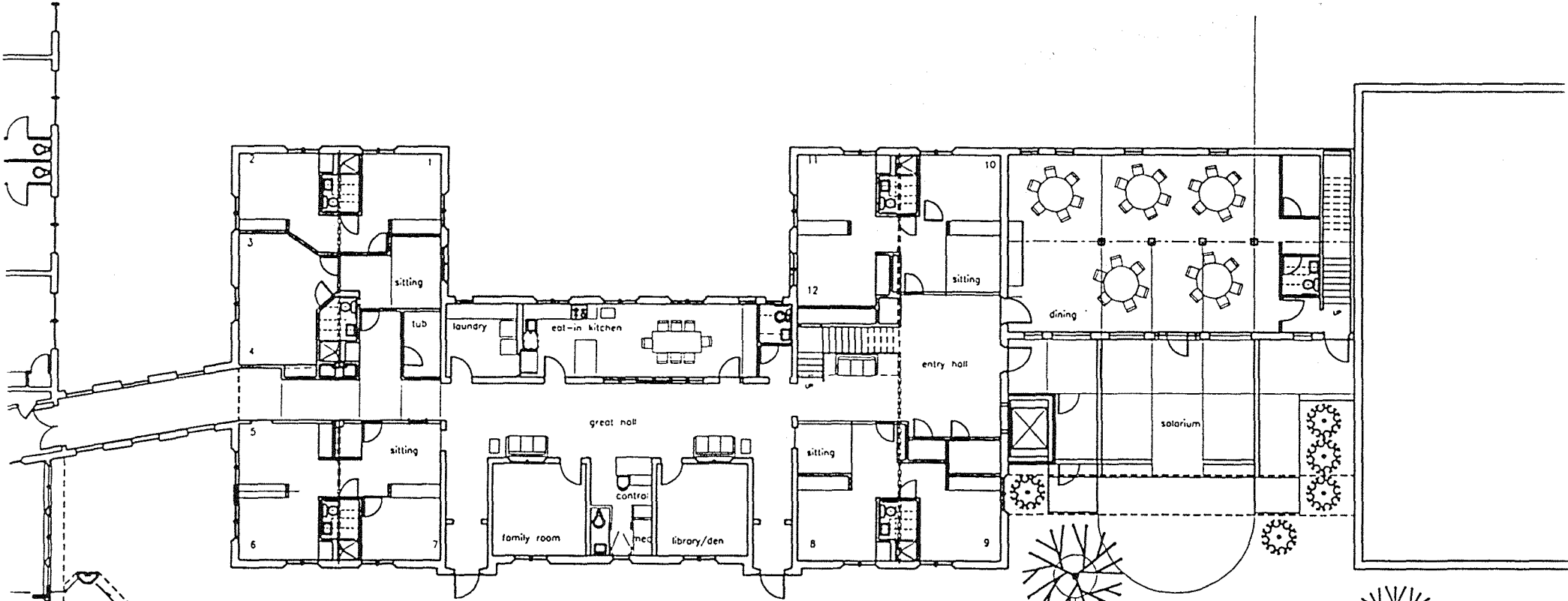
The probable costs of mechanical, electrical, and plumbing systems for the proposed renovation of the Underhill building, including demolition, are as follows:

Mechanical:	\$153,500
Plumbing	139,500
Fire Protection	13,000
Electrical	<u>153,500</u>
Total	\$459,500

B. Driscoll 2

The probable costs of mechanical, electrical, and plumbing systems for the proposed buildout of the second floor of the Driscoll building, are as follows:

Mechanical:	\$ 90,750
Plumbing	55,000
Electrical	<u>82,500</u>
Total	\$228,250



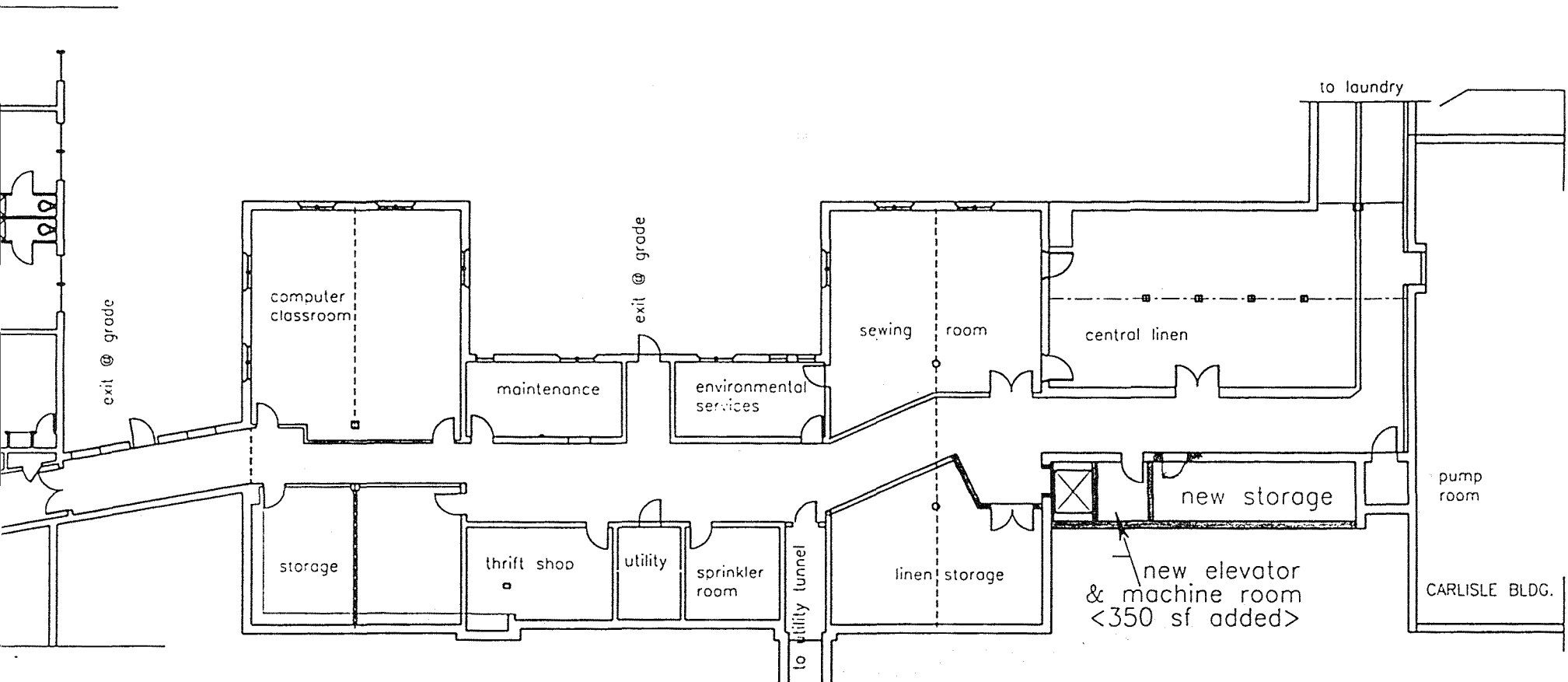
PROPOSED SRC PLAN A
FIRST FLOOR PLAN

TOTAL OF 12 BEDS + 5 FULL BATHROOMS

GROSS FLOOR AREA: 7,000 SF INCLUDING EXTERIOR WALLS
 EXTERIOR PERIMETER: 480 FEET
 NET INTERIOR RENOVATION AREA: 6,500 SF
 SOLARIUM/ELEVATOR ADDITION: 634 SF

TOTAL FIRST AREA: 7,134 SF

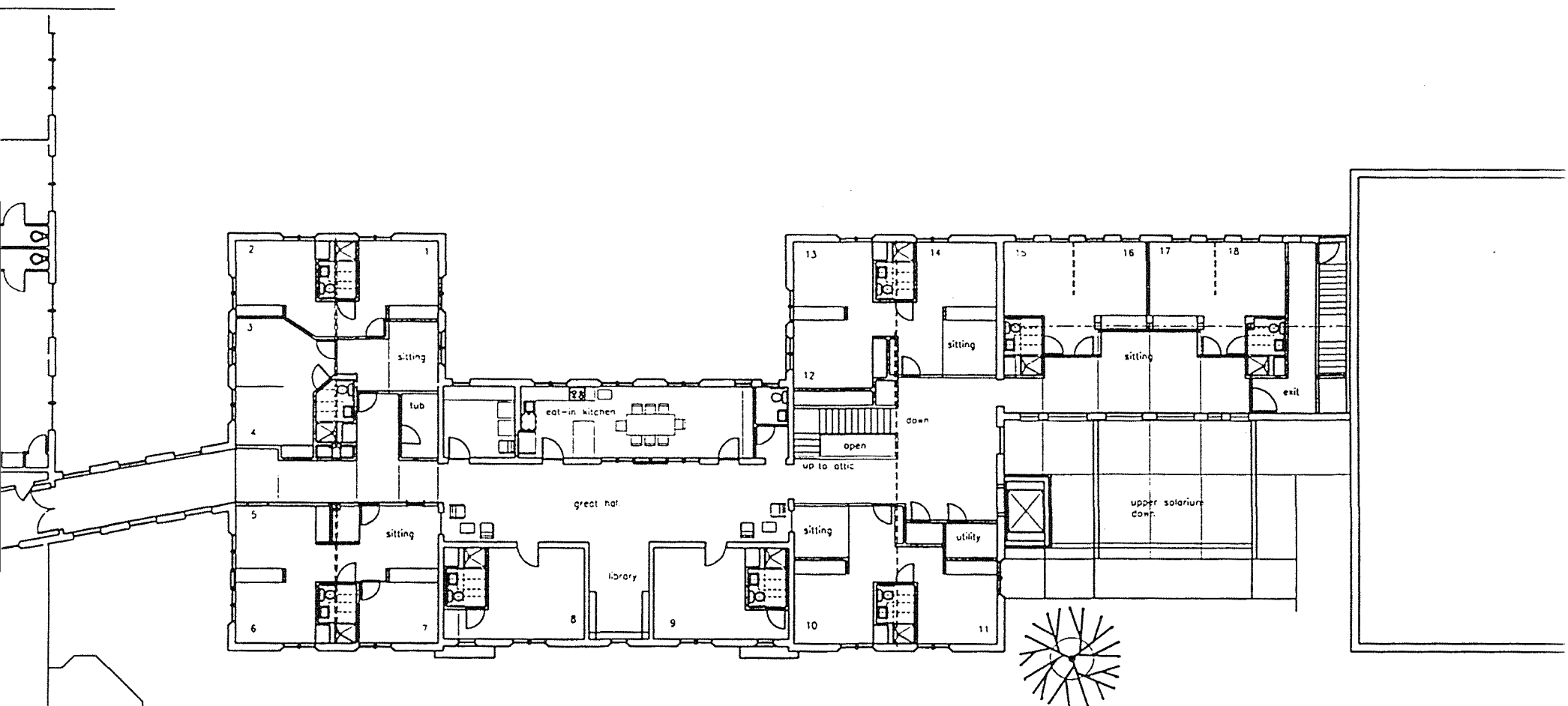
TOTAL PROJECT AREA: 14,700 SF



EXISTING CONDITIONS
GROUND FLOOR PLAN

GROSS FLOOR AREA: 7,100 SF INCLUDING EXTERIOR WALLS
 EXTERIOR PERIMETER: 485 FEET
 NET INTERIOR RENOVATION AREA: 400 SF
 + PLUMBING/HEATING W/CEILING WORK

- THIS APPLICATION IS FOR \$1 MILLION TO MATCH A \$1.7 MILLION BOND FROM THE COUNTY. – TOTAL PROJECT BUDGET = \$2.7 MILLION
- THIS IS A 2 YEAR APPLCIATION – THE STATE ALLOWS THEM FOR PROJECTS LIKE THIS WHICH MAY TAKE LONGER TO COMPLETE.
- THE PROJECT INVOLVES THE CONVERSION OF UNDERHILL 1 & 2 FOR SUPPORTED RESIDENTIAL CARE SPACE TO HOUSE 30 PEOPLE, AND THE COSTRUCTION OF NEW NURSING HOME SPACE FOR 25 PEOPLE ON DRISCOLL 2.
- PRELIMINARY ARCHITECTURAL DESIGN FOR THE PROJECT WAS UNDERTAKEN WITH A CDBG FEASIBILITY GRANT AWARDED TO THE COUNTY LAST YEAR.
- THIS GRANT WILL MATCH CONSTRUCTION COSTS, AND WILL ALSO PAY FOR FINAL DESIGN, PLANS & SPECIFICATIONS, PROJECT MANAGEMENT AND ADMINISTRATIVE COSTS.
- APPLICATIONS TO THE H.P.F ARE SUBMITTED TO THE O.S.P. – CDBG PROGRAM TWICE ANNUALLY – IN JANUARY AND JUNE.
- THE CDBG PROGRAM IS INTENDED TO ASSIST PRIMARILY LMI PEOPLE. THIS PROJECT WILL DIRECTLY BENEFIT 55, MOSTLY LMI PEOPLE.
- APPLICATIONS FOR THE H.P.F PROGRAM ARE DUE ON JANUARY 31, 2000.
- THE CDBG PROGRAM REQUIRES THAT A PUBLIC HEARING BE HELD TO OBTAIN PUBLIC COMMENT ON THE PROPOSAL BEFORE SUBMITTING THE APPLICATION.
- THE PROGRAM ALSO REQUIRES THAT A CURRENT HOUSING AND COMMUNITY DEVELOPMENT PLAN, AND ANTI-ISPLACEMENT/RELOCATION PLAN BE INCLUDED WITH THE APPLICATION. THE COUNTY APPROVED BOTH PLANS IN 1998.
- THE PURPOSE OF THIS HEARING IS TO OBTAIN PUBLIC COMMENT ON THIS GRANT PROPOSAL, THE HCD PLAN, AND THE A-D/R PLAN.



PROPOSED SRC PLAN A
SECOND FLOOR PLAN

TOTAL 18 BEDS + 9 FULL BATHROOMS

GROSS FLOOR AREA: 7,000 SF INCLUDING EXTERIOR WALLS
 EXTERIOR PERIMETER: 480 FEET
 NET INTERIOR RENOVATION AREA: 6,500 SF
 SOLARIUM/ELEVATOR ADDITION: 634 SF

TOTAL SECOND AREA: 7,134 SF

Architectural Feasibility Analysis
Rockingham County Complex
Supported Residential Care Facility (SRC)

Scope of Work & Probable Project Cost Estimate Summary

Alternate #1: Build out Driscoll 2 for 25 IC beds and Renovate Underhill 1 & 2 for 30 SRC beds
 Relocate County Delegation Conference Room & County Human Resource Offices

Phase One: Relocate Offices & Build out Driscoll 2 for 25 IC beds	Area	Cost	Budget
** Assumption: 30 beds and two tubs will be relocated from Underhill.	Net SF	\$/SF	Total
Build out	10,000	60	600,000
<u>Demolition & Removal</u>	2,750	2	5,500
<u>Office Replacement</u>	2,750	20	<u>55,000</u>
			Base Construction 660,500
			Contingency @ 6% 39,630
			Estimated Probable Construction Cost Phase One 700,130
Note:			Includes \$228,250 for Electrical/Mechanical /Plumbing See Engineer Report Attached

Phase Two: Renovate Underhill 1 & 2 for 30 SRC beds

Renovation Area @ 1st & 2nd Floors	13,000	70	910,000
Additions: Elevator/Entry/Solarium	1,270	200	254,000
Hazardous Materials			158,000
Site work & Landscape Allowance			96,000
			Base Construction 1,418,000
			Contingency @ 10% 141,800
			Estimated Probable Construction Cost Phase Two 1,559,800
Note:			Includes \$ 459,500 for Electrical/Mechanical/Plumbing See Engineer Report Attached
			Total Estimated Construction Cost Driscoll + Underhill 2,259,930

Other Project Costs:

Site Exploration and Inspections	20,000
Furniture and Equipment	85,000
Trellises and Awnings	35,000
Architectural/ Engineering Fees @ avg. 7.8% through construction	176,274.5
Clerk of the Works 18 months @ 40,000 Allowance	30,000
Other Owner Expenses Budget	<u>30,000</u>
Sub Total	376,275
Contingency @ 5.5%	<u>20,695.1</u>
Sub Total other Project Costs	<u>396,970</u>

TOTAL ESTIMATED PROJECT COST 2,656,900



LUCHINI MILFORT GOODELL & ASSOCIATES, INC.

THE MILL • 73 PRINCETON STREET, NO. CHELMSFORD, MA 01863
TEL. (978) 251-9310 • FAX (978) 251-9320

LUCHINI MILFORT GOODELL & ASSOCIATES, INC. are pleased to submit the following report on the mechanical and electrical systems in the Underhill Building and the second Floor of the Driscoll Building. This report is based on site visits, review of available plans and documentation, and input from facilities personnel.

OBSERVATIONS

A. Underhill

1. **Plumbing:**
With the exception of a recently added accessible shower room, the plumbing fixtures in the Underhill building are dated and due for "retirement" Distribution piping should be replaced back to the building service entrance, and the existing sanitary piping for the most part will not be reusable in the proposed renovation scheme.
2. **Fire Protection**
The existing sprinkler system, although functional, will have to be entirely revised to accommodate the new SRC layout. Backflow prevention, etc. will have to be brought up to current codes and standards.
3. **HVAC:**
The building is served by a two-pipe steam system fed from the central plant. Due to its age, and the shift to hot water heating systems throughout the complex, this system should be replaced.

The air conditioning system serving the Central Linen area is in good working condition, and can remain in service. The ventilation systems installed in the attic, while passable, do not allow mechanical ventilation in the winter months (when the outside air temperature drops below 40 degrees or so). The air conditioning systems installed in the dayrooms are recirculating only. The second floor system will not work with the new layout, and although it may be possible to reuse the equipment serving the first floor dayroom, the distribution system would have to be replaced.
4. **Electrical**
The building is fed with multiple normal and emergency power services. Normal power is distributed via load centers located throughout the building. A separate feed was installed for the new air conditioning equipment.

The generator serving the Underhill building (among others) was tested in October of 1998. Although the average load was only 40 percent of the generator and transfer switch capacity, the load test did reveal an unbalance across the phases, and an instantaneous voltage sag/current surge did occur as the load was transferred to the generator.

B. Driscoll 2

1. **Plumbing:**
Driscoll 2 was roughed for plumbing when the building was constructed.
2. **Fire Protection**
The existing fire protection system was designed to result in head locations consistent with the layout on the lower floors.
3. **HVAC:**
Provisions were made for the heating loop for Driscoll 2 when the building was built, and space was allotted in the east penthouse to accommodate ventilation equipment.
4. **Electrical**
The existing electrical panels (normal and emergency) on Driscoll 2 have considerable space remaining. It is likely that additional panels will not be necessary to accommodate a buildout.

RECOMMENDATIONS

A. Underhill

1. **Plumbing:**
Our recommendation is to gut the existing plumbing systems back to main service entrance/exit points and install new systems to accommodate the new SRC layout. Sanitary drainage will be split, approximately half the building will drain to the west and half to the east via the basement of Carlisle.
2. **Fire Protection**
Install new sprinkler distribution piping throughout the first and second floors of the facility. Tie sprinkler alarm equipment into fire alarm system.
3. **HVAC:**
The existing steam heating system should be removed in its entirety. Install a new hot water system, with a steam-to-hot water heat exchanger, pumps, and accessories located in the basement of Carlisle. New hot water radiators will provide heat to individual spaces.

The existing air conditioning systems should be in the attic should be replaced with a variable volume system in order to provide air conditioning in as economical a manner as possible. The new system should incorporate a minimum ventilation air component to supply constant, minimum code required fresh air to the building. Ideally, this ventilation component would take advantage of air-to-air energy recovery technology.

There is an opportunity to reuse, in part, the system that currently serves the first floor day room. However, the system should be upgraded with some add-on equipment to provide mechanical fresh air ventilation, again preferably with energy recovery.

As previously stated, the system serving the Central Linen area can remain in service.

4. Electrical

The existing electrical distribution system should be replaced in its entirety. New main distribution panels (normal and emergency) should be installed on the basement level, and in turn feed floor distribution panels. The emergency power feed to the building will need to be upgraded to accommodate additional loads, such as the new elevator, which will be fed from a shunt trip circuit breaker.

Lighting fixtures will be installed in common areas, bathrooms, etc.; bedroom lighting will be via lamps on switched outlets.

B. Driscoll 2

1. General:

The existing office spaces on the second floor of the Driscoll building will have to be demolished, along with their mechanical and electrical systems, before the floor can be built out for nursing care.

2. Fire Protection

Existing piping/head locations to remain largely as is. Minor modifications may be required in the nursing station/dining area.

3. Plumbing:

New plumbing fixtures are to be installed to match those on the ground and first floors. Roughing is already in place to accommodate a room layout identical to the lower floors. Medical vacuum system shall be extended as required.

4. HVAC:

The existing unit heaters are to be removed, and new radiators installed throughout the renovated space, connected to the existing hot water supply and return mains. A new air handling unit is to be installed in the east penthouse, and distribution ductwork installed throughout the space. Controls shall be identical to those on the lower floors.

5. Electrical
New normal and emergency power distribution and lighting systems shall be installed, similar to the lower floors. Existing nurse call system shall be extended.

OPINION OF PROBABLE COST

A. Underhill

The probable costs of mechanical, electrical, and plumbing systems for the proposed renovation of the Underhill building, including demolition, are as follows:

Mechanical:	\$153,500
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B. Driscoll 2

The probable costs of mechanical, electrical, and plumbing systems for the proposed buildout of the second floor of the Driscoll building, are as follows:

Mechanical:	\$ 90,750
Plumbing	55,000
Electrical	<u>82,500</u>
Total	\$228,250

Date MB
2/8/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
January 18, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Cathy Stacey, Register of Deeds; Christine Croto, Sheriff's Dept.; Gene Charron, Corrections Supt.; Judie Milner, Fiscal Office; Martha Roy, Human Resources Director; Dawn Barnes, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Jennifer Nelson, MIS/ Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Terry Date, Exeter NewsLetter.

Commissioner Barka called the meeting to order at 10:37 a.m.

REPORT FROM THE COMMISSIONERS:

MOVED: Commissioner Pratt to approve the minutes of the December 21, December 28, 1999 and January 4, 2000 Commissioners' Meetings.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Pratt raised a question concerning her request to Fiscal on December 28 concerning the minutes of the Delegation Meeting wherein the Merit Pool was discussed. Commissioner Pratt requested those minutes from Judie Milner. Commissioner Barka stated that a resolution was made on that date in question.

MB
Date 2/8/00

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey stated that she had no report. Mrs. Stacey commented on the happenings at the Association of Counties with regarding the most recent House and Senate bills. Mrs. Stacey gave the Commissioners' office a copy of the summary of those bills.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Christine Croto stated that she had no report. The Sheriff was going to Concord to attend a hearing to raise Sheriff's fees.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail. Supt. Charron had several bid waivers for the Commissioners signatures. Commissioner Pratt asked Supt. Charron about the Chris software support bid waiver. This is due in July so Commissioner Pratt declined to sign until that time.

REPORT FROM THE FISCAL DEPARTMENT:

Judie Milner reminded everyone that this is the last 1999 A/P week. If any department has any accruals that they have not received invoices for, please verify with Fiscal that this item is on the department's accrual list for 1999. This will be posted on Saturday.

Subcommittee meetings have begun. The meeting schedule has been distributed to departments.

The Fiscal Department is working on financial statements and should have position listings very shortly.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that the Board of Commissioners held a public hearing this morning on the Community Development Block Grant and approved that application.

The Human Resources Department is currently educating employees who are moving from the Copeland Deferred Compensation Plan to Aetna. They also have a choice to move their funds to PEBSICO or Nationwide.

MB
Date 2/8/00

Those meetings are being held throughout the day today at various locations.

Mrs. Roy stated that Human Resources needs to schedule a meeting with the Commissioners to meet with Neil Lovett regarding short term disability insurance. The Commissioners stated that they could meet with Neil Lovett next Thursday, January 25th at 10:00 a.m. prior to the January 28 Salary Subcommittee Meeting. Commissioner Barrows also noted that Tuesday, February 1 was the primary elections and suggested that no Commissioners' meeting be held.

REPORT FROM HUMAN SERVICES:

Dawn Barnes reviewed with the Commissioners the following 6% Incentive Fund Awards for the year 2000 and requested their vote of approval:

Family Mediation of So. Rock. Cty.	\$19,475.00
Community Diversion Program (reserved pending info)	\$60,000.00
Salem Boys & Girls Club	\$5,000.00
R.C. Parent/Child Mediation	\$53,458.00
R.C. Juvenile Assessment/Diversion	\$24,410.00
The Upper Room	\$51,317.00
Seacoast YMCA	\$6,000.00
C.O.P.E.	\$17,500.00
Upper Room: release reserved funds of \$10,000 from 10/99	\$10,000.00
YMCA/Camp Lincoln	\$12,000.00
Community Alliance for Teen Safety request for extension	
Middle Ground Student Lounge request for extension	
Newmarket Recreation request for extension	
TOTAL NEW AWARDS APPROVED/RESERVED:	\$249,160.00

MOVED: Commissioner Barrows to approve the above incentive funds.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates presented the Commissioners with the 1999 work order summary reports.

Date MB
2/8/00

The Maintenance Subcommittee Meeting was held Monday, January 17. There were no changes made to the proposed Maintenance Department budget.

The weather has kept the Maintenance Department very busy, and the Nursing Home complex alone has been burning 1200 gallons of fuel per day. The Jail is burning about 500 gallons of fuel a day.

REPORT FROM THE NURSING HOME

Mr. Sturtevant gave the census report, with a population of 257. The Nursing Home will slowly begin taking new admissions this week. Staffing is still difficult in certain areas, especially the 11-7 shift. This shift is using a great deal of employment agency personnel. Temporary personnel can elect what hours they wish to work, and not to work weekends.

Mr. Sturtevant stated that at the last Commissioners' Meeting in 1999 he had requested the Board of Commissioners vote to write off certain bad debts. Mr. Sturtevant would requested that the Commissioners reconsider changing that amount from \$145,632.82 to \$138,106.53. The reason for this reduction is that one account was listed twice and another amount was previously written off in 1998.

MOVED: Commissioner Barrows to reconsider changing the amount for bad debts to be written off for the Nursing Home for the year 1999 from \$145,632.82 to \$138,106.53.

The Nursing Home Subcommittee Meeting is scheduled for Friday, January 21 at 9:00 a.m. in the Nursing Home Conference Room.

Mr. Sturtevant requested a non-public session with the Commissioners.

MOVED: Commissioner Barrows to award the bid for dishwashing detergent to Summit Supply, the low bidder, in the amount of \$8,351.52 per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Date MB
2/8/00

MOVED: Commissioner Barrows to award the bid for gentle rain body wash and shampoo to McKesson Health Care Products per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE MIS/TELECOMMUNICATIONS DEPARTMENT:

Jennifer Nelson had no report.

Commissioner Barrows announced that Gay Bridgham, formerly of the Human Services Department passed away. Funeral services are to be held tomorrow at 10:00 at the United Methodist Church of Exeter.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (c) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
January 18, 2000**

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, Judie Milner and Maryann Brickett.

Discussion: Nursing Home liens.

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 Pratt moved to go out of Non-Public Session on a Roll Call vote.

MB
Date 2/8/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

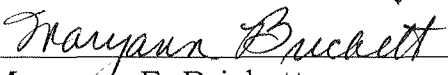
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 11:15 a.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date 2/8/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
February 1, 2000**

Present: Commissioner Ernest Barka

Also present: Bill Sturtevant, Nursing Home Administrator; Nancy Lang, Asst. Nursing Home Administrator.

Commissioner Barka called the work session to order at 1:20 p.m.

NURSING HOME:

Bids were opened for fish:

Springfield Food Service
Shaheen Brothers
Cambridge Packing Company

Bids were opened for frozen meats:

U.S. Foodservice
Cambridge Packing
Hallsmith/Sysco
Alliant Foods
Essem Packing
North Center Foodservice
Springfield Foodservice
Shaheen Brothers

Bids were opened for frankfurts:

Shaheen Brothers
Cambridge Packing Company
Essem Packing

Bids were opened for paper products:

Allied Supply Company

Date 2/8/00

Portsmouth Paper
Interboro Packing
Concord Paper & Chemical
Hallsmith/Sysco
McKesson HBOC
Morley Office Supply
North Center Foodservice
Central Paper

Commissioner Barka directed Mr. Sturtevant to evaluate the bids and make a recommendation to the Commissioners at the February 8, 2000 Commissioners' Meeting. If Mr. Sturtevant determined that the items to be awarded were needed sooner, then he may proceed to award in the best interest of the County.

Meeting adjourned at 1:30 p.m.

Respectfully submitted,



Nancy Lang
Assistant Nursing Home Director

Date MB
2/25/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
February 8, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: County Attorney Jim Reams; Cathy Stacey, Register of Deeds; Gene Charron, Corrections Supt.; Theresa Young, Fiscal Office; Martha Roy, Human Resources Director; Dawn Barnes, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Jennifer Nelson, MIS/ Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Rep. Warren Henderson; Terry Date, Fosters.

Commissioner Barka called the meeting to order at 10:37 a.m.

REPORT FROM THE COMMISSIONERS:

Martha Roy introduced Representative Warren Henderson who is the Chairman of the Board of Directors of the Rockingham Economic Development Corporation. The planning of this project commenced in 1992 with an organization called Overall Economic Development Plan (OEDP). Commissioners Barrows and Barka were on the Board of Commissioners at the time. This was the beginning of the REDC. The OEDP plan has now been replaced by what is now called CEDS, Comprehensive Economic Development Strategy.

Rep. Henderson gave a status report of the proposed re-development of the Wentworth Hotel in New Castle. If this project succeeds it will be largely due to the efforts of the Commissioners, the REDC and the State of New Hampshire. Hopefully the project will still go forward.

MB
Date 2/22/00

The CEDS Program is being funded by a Federal grant with matching funds from the Town of Salem. The purpose is to assist the community and employees who are to be laid off with the closing of Compaq Computer Corporation. There will be three regional groups that will work on assessing the efforts of the State with the County. Executive Director Marie Cappello has worked extensively on this endeavor. Steve Geller, Rockingham Community Action is also a part of this Steering Committee. The grant funds provide all the funding that this project needs.

There will be a kick-off event on Wednesday, February 16 from 7-9 p.m. at the Holiday In Ballroom in Salem, NH.

MOVED: Commissioner Pratt to approve the minutes of January 12, 2000 Commissioners' Meeting.

SECONDED: Commissioner Barrows.

ABSTAIN: Commissioner Barka who was not present.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to approve the minutes of January 18, 2000 Commissioners' Meeting and CDBG Public Hearing.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY:

County Attorney Jim Reams had no report.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey stated that she had no report.

The Commissioners signed a bid waiver in the amount of \$7,360 for additional hard drives for the Register of Deeds office.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail.

MB
Date 2/22/00

Mr. Charron requested a bid award for paper/plastic products per his spreadsheet.

MOVED: Commissioner Pratt to award the bid for paper/plastic products per the recommendation of Mr. Charron.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The Commissioners and Mr. Charron discussed several newspaper articles regarding treatment of inmates in New Hampshire prisons. Mr. Charron stated that the standards used at the Jail are set by the Association of Counties. Commissioner Barka commended Supt. Charron for the outstanding job he has done at the Jail over the years. People would rather come to Rockingham County for their trial and incarceration than the State Prison.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young stated that she had several issues to report on.

The Fiscal Office is very busy preparing financial statements to be delivered to the auditors on Friday.

The Subcommittee reports are not all in yet so Fiscal has not finished the Subcommittee proposals, but expects it will be ready by Friday morning.

The Treasurer had stated that they will be moving forward with the borrowing this month of \$6.5 million dollars. The Commissioners asked, and Mrs. Young replied that the rate would be around 4.5%.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that several problems have risen with the health insurance 800 mail-in prescription plan. A different company answered the telephone - IPS of New Royalton, Ohio instead of Comprehensive Pharmaceutical Services. Mrs. Roy has called the insurance consultant and when more information is available, Human Resources will send out notices to all departments.

MB
Date 2/22/00

Mrs. Roy next addressed the rules change for CDBG grants. Perhaps the Commissioners would like to meet with Councilor Griffin. Mrs. Roy will coordinate everyone's schedule with Maryann.

Martha Roy requested a Non-Public Session.

The last day for training for the Employee Assistance Program will be Thursday, February 17. Training will begin at 7:15 and end at 4:15 at half hour intervals throughout the day.

REPORT FROM HUMAN SERVICES:

Dawn Barnes stated that she had several grant issues to discuss. First, the Town of Raymond Climbing Wall. Dawn Barnes suggested that the Commissioners present the check when the project is completed.

Dawn Barnes provided Commissioners Barrows and Pratt with information regarding the Community Diversion Program and wished to speak with them about this.

MOVED: Commissioner Barrows to approve the release of the reserved funds to the Town of Raymond for the Climbing Wall grant upon completion of the project.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to accept the Alexander Eastman Foundation grant award in the amount of \$1,500.00.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Commissioner Pratt requested to have a Non-Public Session with Jude Gates.

Jude Gates reported that per a letter from the Board of Selectmen of the Town of Brentwood revisions are being made to the flood plain map. It is

MB
Date 5/22/08

an interim map and does not include the improvements that the County will be making. They called Jude as a courtesy to inform her that they had a deadline to meet. There will be an interim map revision coming out which shows the flood plain going through the Jail. Jude has spoken with George Musler regarding the Letter of Map Revision. The County has received a year's extension to the contract to complete the mitigation project. The Feds (USGS) hired a survey team to revise the map. They spoke with the Maintenance Department to obtain information in conjunction with the revisions. It is hoped that the mitigation efforts will take the Jail out of the flood plain altogether.

REPORT FROM THE NURSING HOME

Bids were opened for milk:

Crowley Foods
West Lynn Creamery

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for cranberry juice:

Donahue Bros.
Alliant Foods
Springfield Food Service
Hallsmith Sysco
North Center Food Service

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for orange juice:

MB
Date 2/25/00

U. S. Foods
Springfield Food Service
North Center Foods
Hallsmith Sysco
Alliant Foods
West Lynn Creamery

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for health shakes:

Bernard Foods
North Center Foods
Ross Laboratories

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant gave the census report, with a population of 253 and 31 applications for admission.

Bids were opened last week for fish, frozen meats, frankfurters and paper products. The recommendations are on file and the Commissioners voted Mr. Sturtevant's recommendations.

MOVED: Commissioner Pratt to award the bids for fish, frozen meats, frankfurters and paper products per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 2/22/00

Mr. Sturtevant announced that there would be a Winter Carnival next week and would include ice sculpting on Wednesday.

Mr. Sturtevant received a letter from the Office of Health Planning and Review. The Nursing Home has filed their letter of intent to decertify 30 nursing home beds to be replaced with 30 supported residential care beds. There is a hearing scheduled for Friday, February 25 at 9:30 a.m. in Concord on Hazen Drive. Mr. Sturtevant requested that the Commissioners attend the hearing.

Mr. Sturtevant requested a Non-Public Session on two issues.

REPORT FROM THE MIS/TELECOMMUNICATIONS DEPARTMENT:

Jennifer Nelson had no report but wished to thank all the department heads for their past support.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that a community profile was conducted for the Town of Salem two weeks ago. Approximately 100 persons showed up and a warrant article is proposed to change their town to a city form of government.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (c) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

MS
Date 2/22/00

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
February 8, 2000**

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Jude Gates, Martha Roy, Theresa Young, Bill Sturtevant and Maryann Brickett.

Discussion: A lease issue and the architectural study of the proposed residential care facility.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Martha Roy, Theresa Young, and Maryann Brickett.

Discussion: A personnel matter.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (c) Commissioner Pratt moved to go out of Non-Public Session on a Roll Call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to authorize the County Attorney to send an official letter to Aring Associates regarding the proposed direction of the architectural study.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

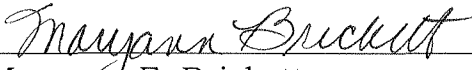
SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 2/22/06

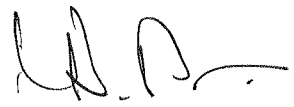
Meeting adjourned at 12:35 p.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date _____

BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

**ROCKINGHAM COUNTY NURSING HOME
Brentwood, New Hampshire
Minutes
2-17-2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows

Also present: Nancy Lang, Assistant Nursing Home Administrator and Martha Roy, HR Director.

Commissioner Barka called the meeting to order at 12:45 p.m.

FORMULATION OF COUNTY REPRESENTATION TO GRIEVANCE PANEL:

MOVED: Commissioners Barrows that Supt. Gene Charron and Commissioner Pratt would be the County representatives to the grievance panel recently requested by the Union.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

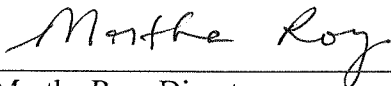
MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:48 p.m.

Respectfully submitted,



Martha Roy, Director
Human Resources

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 3/7/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
February 22, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Sheriff Dan Linehan, Christine Croto; Tim Dempsey, Assistant Treasurer; Gene Charron, Corrections Supt.; Kathy Nikitas, Fiscal Office; Martha Roy, Human Resources Director; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE COMMISSIONERS:

MOVED: Commissioner Pratt to approve the minutes of February 8, 2000 Commissioners' Meeting.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

MOVED: Commissioner Barrows to approve the minutes of February 17, 2000 Commissioners' Meeting.

SECONDED: Commissioner Barka.

ABSTAIN: Commissioner Pratt who was not present.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to have the County enter into a 15-year lease renewal with the Interstate Emergency Unit contingent upon ratification by the Delegation.

Date MB
3/7/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan stated that he had no report.

REPORT FROM THE TREASURER:

Tim Dempsey stated that he would be receiving bids for the Tax Anticipation Notes via fax at 11:00.

MOVED: Commissioner Pratt to accept the recommendation of the Assistant Treasurer to award the bid for Tax Anticipation Notes to Fleet Securities in the amount of \$6,500,000 at an interest rate of 4.46%.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barka and Commissioner Barrows will be available Thursday morning to sign the notes.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail.

Commissioner Barka requested that a site visit to the Jail be scheduled with the Commissioners. Commissioner Barrows suggested Tuesday, February 29 at 10:30 a.m. A report would be sent to the Attorney General's office.

REPORT FROM THE FISCAL DEPARTMENT:

Kathy Nikitas stated that the auditors are here today working on the yearly audit. The Fiscal office will be contacting all departments with a request that the Executive Committee made on Friday. They wish reports on how much money has been budgeted for positions that have been open in January and February.

mb
Date 3/7/00

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that Rep. Zolla contacted her regarding Senate Bill 415, which is now in the Senate Insurance Committee. This bill allows for non-Group II employees to receive health insurance subsidies from the State Retirement System upon retirement. There would be a special fund to cover these amounts according to Suzanne Collins, County Administrator, Coos County. It has not been determined how much this will cost. It is claimed that a special fund that has been set up through RSA 153-A will cover the costs. Theresa Young believes that this will increase the employees and possibly employers rates. Commissioner Pratt questioned if the New Hampshire Association of Counties had this item on their agenda for a future meeting. Commissioner Pratt requested that Martha Roy call the Association office to take a look at this matter for the Legislative agenda this year and ask lobbyist Ed Dupont to analyze it for us.

REPORT FROM HUMAN SERVICES:

Diane Gill reported that she received the December State bill, finished it last week and forwarded to the Fiscal Department. Her monthly report includes year-end totals for parental reimbursement, and Dawn Barnes' court diversion report.

Mrs. Gill has met with YDC staff, with the Division for Youth Developmental Services fiscal staff, and Health and Human Services staff about the YDC rates. They have analyzed July-December 1999 figures and proposed a rate which is \$15 lower than the current proposed rate. They are basing the rate solely on expenditures and the number of juveniles in beds. They have been asked to analyze previous expenditures back to 1998 and Mrs. Gill will present these figures to the Commissioners shortly. Mrs. Gill has also requested that Rosemary Faretra of Health & Human Services Finance Office provide the relevant statute that allow DYDS to do its own rate setting. It is further proposed that the counties will pay a \$50 per day limit for them to use as they wish.

Commissioner Barka stated that he was expecting a notice of nursing home rate increases in February but have not heard anything to date.

MB
Date 3/7/00

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that the dietary floor repairs have been completed, speed bumps have been installed in some placed in the jail showers, and the hot water storage tanks at the jail are being replaced tomorrow.

Mary Currier received a letter from FEMA confirming that the county has until the end of October to complete the mitigation efforts. FEMA has not yet met regarding the county's request for additional grant funds in the amount of \$43,800. They should be meeting in the next few weeks and will let us know. Commissioner Barka suggested asking Councilor Ruth Griffin to assist us in this matter. The county set aside \$14,000 as their share in the project budget. Commissioner Barka requested that Mrs. Gates monitor the progress of this issue for the Commissioners. Mrs. Gates is planning to attend the meeting when it is scheduled. Commissioner Pratt requested that Mrs. Gates get together with Theresa Young to discuss any Conservation District issues for the Friday meeting with the Non-County Specials Subcommittee.

REPORT FROM THE NURSING HOME

Mr. Sturtevant gave the census report. Mr. Sturtevant had several bid award recommendations.

MOVED: Commissioner Pratt to award the bids for milk, cranberry juice, orange juice and health shakes per the recommendations of Mr. Sturtevant. Milk-West Lynn Creamery for \$3,243.95/weekly; Alliant Foods-cranberry juice; Springfield Foods-orange juice; Ross Labs-health shakes.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant reminded the Commissioners that on Thursday at 11:00 a.m. the Office of State Planning will be conducting a site review visit for the CDBG grant for supported residential care here at the Nursing Home.

Mr. Sturtevant reminded the Commissioners that on Friday at 9:30 a.m. there is also a meeting of the Certificate of Need Board (Health Services Planning and Review Board). The Commissioners will note that the

MB
Date 3/7/08

Rockingham County Nursing Home conversion of beds item is #10 on the agenda. Commissioner Pratt stated that she would attend the meeting with Mr. Sturtevant. Commissioner Barka stated that he had a conflict on Friday and could not attend.

Mr. Sturtevant further reminded the Commissioners that on Wednesday morning, March 1, he will be participating with the Seacoast Leadership panel on Health & Human Services at Riverwoods. In the afternoon, half of the panel will be here at the Nursing Home for a tour.

Bids were opened for mental health services:

Specialized Health Management
Center for Life Management

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for provisions:

C. S. Woods
Springfield Food Service
Shaheen Bros.
Donahue Bros.
U. S. Foods
Alliant Foods
North Center Food Service

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for bakery supplies:

U. S. Food Service

mb
Date 9/7/06

Alliant Foods
Donahue Bros.
Springfield Food Service
Shaheen Bros.
C. S. Woods
North Center Foods

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for canned/frozen foods:

U. S. Foods
Alliant Foods
Donahue Bros.
Springfield Food Service
Shaheen Bros.
C. S. Woods
North Center Food Service

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bids to the lowest bidder or in the best interest of the county.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

Date MB
3/7/00

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
February 22, 2000**

Those present for NHRSA 91A:3 II (a) and (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Nancy Lang, Mary Ashcroft, Attorney Steve Schulthess, Sheriff Linehan and Maryann Brickett.

Discussion: Workers comp matters and legal matters.

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, and Maryann Brickett.

Discussion: Legal matters.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (e) Commissioner Pratt moved to go out of Non-Public Session on a Roll Call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to approve settlement on two workers comp cases.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to settle a lawsuit per the recommendation of the county's attorney.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

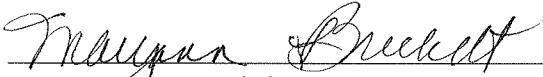
MB
Date 3/7/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 12:15 p.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
3/7/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
February 29, 2000**

Present: Commissioner Ernest Barka and Maryann Brickett,
Executive Assistant to the Commissioners.

Commissioner Barka called the work session to order at 1:35 p.m.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Bids were opened for institutional supplies:

Walter Stephens, Jr.
Robinson Textiles
ATD-American Co.
Bob Barker Company
Star Linen, Inc.
M. R. Nyren, Company
Textile Sales, Inc.
HBD Greenbrook

Superintendent Charron will evaluate the bids and make a recommendation to the Commissioners.

Bids were opened for bakery personal care items:

Command Supply, Inc. (No bid)
Bob Barker Company
AmerCare Products
Justice Packaging
HBD Beline (No bid)
ATD American Co.
Barber Razor Blade Co.

Work session adjourned at 1:55 p.m.

Date 3/7/00
mb

Respectfully submitted,

Maryann Brickett
Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,

Ernest P. Barka
Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 3/21/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
March 7, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows

Also present: Sheriff Dan Linehan, Christine Croto; Cathy Stacey, Register of Deeds; Gene Charron, Corrections Supt.; Cheryl Hurley, Delegation; Theresa Young, Fiscal Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Nancy Lang, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Rep. Laura Pantelakos; Terry Date, Fosters.

Commissioner Barka called the meeting to order at 10:45 a.m.

REPORT FROM THE COMMISSIONERS

Rep. Laura Pantelakos and Chief Larry Wahl spoke about the renewal of the I.E.U. lease. Commissioner Barka and Chief Wahl signed the renewal of the I.E.U. lease with minor changes. This item will be on the agenda for the Delegation Meeting for Saturday, March 11, 2000.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey had no report.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan stated that he had no report.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail.

mB
Date 3/21/00

MOVED: Commissioners Barrows to award the bids for personal care items and institutional supplies to the low bidders per the recommendations of Gene Charron.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Superintendent Charron discussed the sudden need for the Department of Corrections to purchase an additional photocopier for the Booking Area and the need to transfer funds to make this purchase.

MOVED: Commissioner Barrows to move the sum of \$2,472.00 in the Jail budget from line 53500 to line 53502 for the purpose of leasing a new Minolta copier for the Booking Area and to have the Chairman of the Board of Commissioners sign said lease pending the transfer of funds.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Gene Charron discussed a letter he received from Bell Atlantic requesting an extension of the deadline for the response to the Jail's RFP titled "Computer Based Law Enforcement System/Inmate Telephone System.

MOVED: Commissioner Barrows to extend the deadline for the response to the Jail's RFP titled "Computer Based Law Enforcement System/Inmate Telephone System. Mr. Charron will notify the other vendors who respond to this RFP.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young reminded everyone that the Delegation Meeting will be at 10:00 a.m. Saturday, March 11.

Mrs. Young requested to meet with the Commissioners for a few minutes for a budget update.

Date MB
3/21/80

Rep. Ken Weyler has called about the bond vs. capital improvement issues and wishes to have a public meeting in April. Rep. Ron Nowe will be coming in to talk about salary and payroll issues.

REPORT FROM HUMAN RESOURCES:

Martha Roy reminded everyone that the next CMT Meeting is to be Tuesday, March 14 at 10:00 a.m. The only item so far on the agenda is changes to the Personnel Policies & Procedures.

The Fiscal Dept. and Human Resources will be sending out shortly a draft pay plan including all proposed Delegation approvals. Mrs. Roy requested that everyone review this.

Earned time training sessions are being held Wednesday, March 8 at various times.

REPORT FROM HUMAN SERVICES:

Diane Gill submitted her January monthly report to the Commissioners.

MOVED: Commissioner Barrows to award and release the sum of \$55,000 to the Community Diversion Program contingent upon their 1999 grant being accounted for in full.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mrs. Gill stated that there is a meeting Friday of the Association of Counties. Commissioner Shumway will be in attendance. Cathy Stacey emphasized that this meeting would be very important and someone from Rockingham County should attend.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that last week she sent a check to the Fiscal Department in the amount of \$55,936 from the state reimbursing the County for expenses which were incurred in 1989 and 1990 for the #6 oil release.

The Waste Water Treatment Plant recently passed the toxicity test 100%.

MB
Date 9/31/00

The carpet in the Commissioners' Conference Room will be replaced next Monday. The Maintenance crew will be doing prep work this afternoon. The carpeting project will be completed next Wednesday at the latest.

Mrs. Gates recommended holding a yard sale this summer instead of an auction to dispose of surplus equipment. Department heads should submit a list of equipment their department wishes to dispose of to Mrs. Gates. There are also a number of uninspectable vehicles which could be sold at this yard sale. The Commissioners will declare the items surplus prior to this sale.

REPORT FROM THE NURSING HOME

Nancy Lang stated that there were several applications for the Commissioners' signature and bid awards from a previous meeting.

MOVED: Commissioner Barrows to award the bid for bakery supplies to the low bidders per the recommendations of Mr. Sturtevant.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion unanimously passed in the affirmative.

MOVED: Commissioner Barrows to award the bid for provisions to the low bidders per the recommendations of Mr. Sturtevant.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE UNH COOPERATIVE EXTENSION

Roland Barnaby stated that there is to be an inspection by the USDA civil rights compliance inspector.

MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:35 a.m.

MB
Date 3/31/00

Respectfully submitted,

Maryann Brickett

Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,

Ernest P. Barka

Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 4/4/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
March 21, 2000**

Present: Commissioner Ernest Barka
Commissioner Kate Pratt

Also present: Sheriff Dan Linehan; Cathy Stacey, Register of Deeds; Jennifer Nelson, County Attorney's office; Gene Charron, Corrections Supt.; Kathy Nikitas, Fiscal Office; Roy Morrisette, Human Resources; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Nancy Lang, Assistant Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Terry Date, Fosters.

Commissioner Barka called the meeting to order at 10:25 a.m.

REPORT FROM THE COMMISSIONERS

MOVED: Commissioner Pratt to approve the minutes of the February 22 and March 7, 2000 Commissioner's Meetings.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Liz Lisk, Micro Credit of New Hampshire, a peer lending program, gave the Commissioners an update on the project. There are 3 charter groups in Rockingham County-Derry, Portsmouth and Plaistow. Micro Credit will be going back to the Office of State Planning for funding by applying for another CDBG grant (the Micro Enterprise Fund) and will request a vote from the Commissioners at that time.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

The County Attorney's office had no report.

Date MS
4/4/00

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey had no report.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan had no report .

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail. Gene Charron stated that about 2 weeks ago he went to the Navy Yard and returned with 400-500 sets of new sheets, 400-500 new t-shirts, new pants, outer shirts, uniforms, boots, book cases and dental chairs. The old naval prison is slated to be remodeled.

Gene Charron discussed the Earned Time Program while keeping track of hours both earned time and regular. Commissioner Pratt asked whether or not the earned time hours are being funded. Kathy Nikitas replied that she would get an answer for the Commissioners for the next Commissioners' Meeting.

Commissioners Barka and Barrows inspected the Jail several weeks ago and received great reports from several guards and prisoners alike. Superintendent Charron is doing a great job.

Superintendent Charron stated that there were bids to open for dishwashing and laundry chemicals. Bids were received from:

Summit Supply Corp.
Central Paper Products Co.
Ecolab Center
John Danais Co.
Americlean Systems Inc.

MOVED: Commissioners Pratt to have Superintendent Charron evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

173
Date 4/4/00

Gene Charron discussed the use of the (800) telephone number at the Jail. The number is apparently being given out and his telephone bill has increased dramatically. Nancy Lang suggested getting a new (800) number and having it be unpublished. She will check to see if a new unpublished (800) number could be obtained, what the options are and report back to Mr. Charron.

REPORT FROM THE FISCAL DEPARTMENT:

Kathy Nikitas reported that Theresa Young and Judie Milner were attending training this week in Concord and will be back in the office Wednesday afternoon. The training is for governmental financial offices association training for the new county requirements.

Commissioner Pratt requested the monthly printouts of the A/P reports for January and February and for the end of each month on a monthly basis. Kathy Nikitas responded that these reports would be provided to Commissioner Pratt.

REPORT FROM HUMAN RESOURCES:

Interviews for the MIS Manager will be conducted Friday, March 31 from 8:00 - 10:00 a.m. Commissioner Pratt asked if the MIS portion and the Telecommunications portion of the job description will become separate. Nancy Lang stated that she was doing the Telecommunications portion on a temporary basis, it is very technical, is a great deal of work and she did not have the experience for this. Commissioner Pratt recommended that this question be decided prior to the interviews.

MOVED: Commissioner Pratt to approve the amendments to the CBA contract as outlined in the memo to the Commissioners dated March 1, 2000.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt that the Commissioners accept the recommendations of the CMT Committee to approve amendments to the Personnel Policies & Procedures, Petition numbers 990-995.

Date MB
4/11/00

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Roy Morrisette stated that Human Resources would need a Non-Public Session.

REPORT FROM HUMAN SERVICES:

Diane Gill stated that her department continues to deal with the Health and Human Services elderly care billing system.

Everyone expressed their grief at the death of Commissioner Shumway's son.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that she is putting together a stock list for spring projects. She has the final draft of the engineer's plan for the Jail mitigation project. She will be filing the wetlands application and dam permit within the next week or so.

REPORT FROM THE NURSING HOME

Nancy Lang stated that Mr. Sturtevant recommends that the bid for Medical Health Services to Specialized Health Management.

MOVED: Commissioner Pratt to accept the recommendation of Mr. Sturtevant to award the contract for Medical Health Services to Specialized Health Management in the amount of \$5,200.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Bids were opened for lids:

Alladin
Central Paper

MOVED: Commissioner Pratt to evaluate the bids for lids and make a recommendation to the Board of Commissioners.

Date 12/3
4/4/08

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Bids were opened for coffee:

New England Coffee Co.
Alliant
Donahue Bros.

MOVED: Commissioner Pratt to evaluate the bids for coffee and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Bids were opened for preventive maintenance:

Harrison Enterprises
Dowling Corporation
Portsmouth Refrigeration (returned)

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bid for the Preventive Maintenance contract and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Bids were opened for occupational health:

Business Health Management

MOVED: Commissioner Pratt to evaluate the bids for occupational health and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Nancy Lang requested a Non-Public Session.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
March 21, 2000**

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Pratt, Roy Morrisette, Nancy Lang, and Maryann Brickett.

Discussion: A residency waiver.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Pratt, Jude Gates, Roy Morrisette, and Maryann Brickett.

Discussion: A personnel matter.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Pratt, Roy Morrisette, and Maryann Brickett.

Discussion: Personnel matters.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (c) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MB
Date 4/4/00

MOVED: Commissioner Pratt to approve a residency waiver.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to approve a Leave Without Pay Request for a Nursing Home employee.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to approve a Leave Without Pay Request for a Nursing Home employee.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt deny the request of an employee of the County Attorney's office to have health insurance coverage for the period of February and March 2000 for a non-eligible college age student.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:40 a.m.

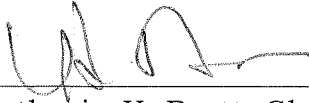
Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

AB
Date 4/4/00

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 5/2/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
April 4, 2000**

Present: / Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: Christine Croto, Sheriff's Dept.; Gene Charron, Corrections Supt.; Theresa Young, Fiscal Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Terry Date, Fosters.

Commissioner Barka called the meeting to order at 10:40 a.m.

REPORT FROM THE COMMISSIONERS

Commissioner Barka reminded all departments that their annual reports are now due.

MOVED: Commissioner Pratt to approve the minutes of the March 21, 2000 Commissioner's Meeting.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Christine Croto stated that Sheriff Linehan was at a meeting in Concord.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail.

Date MB
6/2/00

Superintendent Charron stated that he was preparing a document to renegotiate the rate for Federal prisoners.

Supt. Charron and Bill Sturtevant discussed an idea to display some of the prisoners' artwork in the gift shop, and when sold donating the proceeds to E.F.F.O.R.T.S.

Supt. Charron requested a Non-Public Session under NHRSA 91A:3 II (a).

Gene Charron, Theresa Young and the Commissioners discussed how earned time would be funded. It was decided that a separate set of leave records would no longer be necessary.

Superintendent Charron stated that there were bids to open for computer based law enforcement system/inmate telephone systems. Bids were received from:

T-Netix Inc.
Digital Solutions, Inc.

MOVED: Commissioners Pratt to have Superintendent Charron evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron stated that the Census 2000 would be coming to the Jail tomorrow. The Human Services staff will be sworn in to conduct the census.

A group of Superior Court judges would be attending a "Myth & Reality" meeting at the Jail. This is the first time a group of Superior Court judges have visited the Jail for a meeting and a tour. There is a cell group in each county. Supt. Charron has been looking into alternative sentencing and had a presentation last week on the bracelet. It doesn't cost the County anything and the cost is paid by inmates. It is Supt. Charron's hope to get the courts to support this idea. Supt. Charron will give a presentation to the judges and conduct a tour of the facility.

m.B
Date 5/2/00

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young stated that she was waiting for one more piece to the audit report which would then be completed for inclusion in the county's annual report.

Mrs. Young reminded everyone that there is a bond meeting on Concord tomorrow. The First Quarter Review Meeting is April 21.

REPORT FROM HUMAN RESOURCES:

Martha Roy circulated an employment law legislative update to all departments.

REPORT FROM HUMAN SERVICES:

Diane Gill gave the Commissioners a status report on the YDC rates and invoices issues. Discussion at Friday's Association of Counties Meeting would involve the counties gathering information based on accounting information given to them from YDC. Every county has attempted to reconcile the invoices they have been holding with YDC invoices. Many discrepancies have been found. The new rate will be based on the amount of bed days divided into their actual operating costs. Mrs. Gill and the other counties will make their original offer to YDC based on these discrepancies, \$220 and \$186/day, 10% over the 1997 rates.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Bids were opened for uniforms:

Alltex Uniform Rental Service, Inc.
Uniformly Yours

MOVED: Commissioner Barrows to have Jude Gates evaluate and award the bid to the low bidder or in the best interest of the County.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Jude Gates reported that the Maintenance Department is breaking down the boiler for the annual rebuilding.

Date MB
5/8/08

Mrs. Gates has a meeting next week in Concord with the FEMA OSP task team to request additional funding for the Jail mitigation. She met with a member of the board last week for a site review.

Boy Scout Troop 322 has made a request of the Commissioners to camp at the Brentwood Fire Training facility from April 6-9. Commissioner Barrows suggested coordinating any activities with the I.E.U. coordinator.

Mrs. Gates commented that spring cleanup of the county grounds was taking place.

REPORT FROM THE NURSING HOME

Mr. Sturtevant gave the census report.

Mr. Sturtevant stated that there was only one bidder on the occupational health contract, our current contractor. For the 2-year contract, they have increased their rate from \$60 to \$66/hour and a 2% increase the second year. They are the only firm that provides services 7 days a week, 24 hours a day instead of 5 days and 40 hours per week.

MOVED: Commissioner Barrows to award the contract for occupational health to Business Health Management per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to award the coffee bid to Donahue Bros. per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to award the bid for the refrigeration preventative maintenance contract to Dowling refrigeration per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

MB
Date 5/2/00

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to award the bid for lids to Aladdin Products for \$18.75/case per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for milk and juice coolers:

Northeast
American
Holyoke

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for skillets:

Northeast
American
Holyoke

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for gas convection ovens:

Northeast
American
Holyoke

Date MB
5/2/00

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The Nursing Home is getting ready for the annual state/federal survey, with a mock survey currently being conducted in house.

The Nursing Home will be participating at a Job Fair tomorrow with the New Hampshire Nurses Association. It is targeted toward new graduates.

Mr. Sturtevant stated that negotiations on the health care lawsuit have begun again. Mr. Sturtevant will be participating in a conference call this evening at 6:45 p.m. Mr. Sturtevant is anticipating a request for an additional assessment at the Friday's County Association Meeting to continue funding the counties' defense of this lawsuit.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (c) and (e).

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that Robin Wojtusik will be leaving the department as of May 1. He will be traveling to Prince Edward Island next weekend to conduct research.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a), (c) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

Date MB
5/2/00

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
April 4, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Gene Charron, and Maryann Brickett.

Discussion: Security and personnel matters.

Those present for NHRSA 91A:3 II (c) and (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, and Maryann Brickett.

Discussion: Personnel and legal matters.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a), (c) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

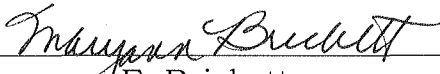
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.


VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:15 p.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners


~~4-21-00~~ 5/2/00

Date ms
5/2/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
April 18, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: Cathy Stacey, Register of Deeds; Christine Croto, Sheriff's Dept.; Jennifer Nelson, County Attorney's Office; Gene Charron, Corrections Supt.; Theresa Young, Fiscal Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:45 a.m.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Bids were opened for electronic filing systems:

PIF Technologies, Inc.
Multimedia Systems, Inc.

MOVED: Commissioners Pratt to have the County Attorney's office evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to declare certain Polaroid equipment in the County Attorney's office as surplus.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Date MB
5/5/08

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey submitted her Annual Report to the Commissioners. Mrs. Stacey extended an offer to the Commissioners to visit her office to observe the new imaging system.

Mrs. Stacey's Subcommittee Meeting was held Monday and she demonstrated to everyone how the imaging system operates. Her office is working with a full staff.

Mrs. Stacey, the Sheriff's Department and several employees at the courthouse building attended a meeting for a demonstration of the Heart Start machine. The Sheriff's Dept. and the courthouse are considering acquiring a machine for the courthouse facility. The Exeter Hospital will be purchasing about 20 machines and giving them out to several local facilities. The machines are very user friendly and guide the user step by step. Everything is recorded on a computer chip for the further use by the paramedics.

Mrs. Stacey requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM THE SHERIFF'S DEPARTMENT:

Christine Croto stated that the Sheriff was attending a 911 Commission Meeting in Concord.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the Jail.

MOVED: Commissioners Pratt to award the bid for dishwashing and laundry chemicals to Summit Supply Company per the recommendation of Superintendent Charron.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron discussed a lease for a new vehicle, which has been reviewed by the County Attorney's office and requires the signature of the Chairman of the Board of Commissioners. The new vehicle is scheduled to be picked up Friday.

Date MB
5/5/10

MOVED: Commissioners Pratt to authorize the Chairman to sign the vehicle lease for the Department of Corrections on behalf of the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron stated that a local business owner was interested in acquiring inmate labor to set up a Jail industry. Supt. Charron is considering this possibility as a source of revenue. The gentleman concerned will present Supt. Charron with a proposal. The inmates would be required to pay restitution and room and board to the County from their earnings. There also needs to be a profit made for the County. Supt. Charron would like to use the basement of the G Block during the pilot stage for the possible location of this concept.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young stated that as a follow-up to Supt. Charron's discussion concerning the leased vehicle, G.E. Capital has requested that Rockingham County consider sending copies of all vehicles leases for review. They perhaps could save the County some money by using one entity.

Copies of all new vehicles leases should be provided to Judie Milner for the audit.

The 1999 audit is nearly complete, except the single audit piece which will be completed by the end of April. The Medicare portion is done, and the Medicaid portion is due May 31.

The Treasurer has requested a meeting Friday, April 21 at 9:00 a.m. with the Commissioners, the County Attorney and the Fiscal Officer to discuss the checking account matter for the County Attorney's office. Following that meeting is the First Quarter Review Meeting at 9:30 a.m. in the Hilton Auditorium.

The finance offices from the 10 New Hampshire counties are meeting on Thursday.

Date MB
5/2/0

Rep. Ken Weyler has requested that the County contact Priorities Dental with regard to reviewing the County's dental program with EBPA. They are a newly formed corporation that might provide us with a lower rate.

Cathy Stacey asked about forming a committee to review and study the issues of being self-insured and how the plan was working out. Mrs. Young suggested this would be a great topic of discussion for the next CMT meeting.

Martha Roy stated that the Human Resources Dept. had some concerns with the administration of the County self-insured plan, which were addressed at a meeting this morning with CBA, HCVM and Restat. They will provide us with further information by the end of the week. Mrs. Young stated that she believes there are really very few issues and things overall are going smoothly.

REPORT FROM HUMAN RESOURCES:

Martha Roy requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM HUMAN SERVICES:

Diane Gill submitted her February monthly report. Mrs. Gill attended an Affiliate meeting last week. DEAS people were in attendance to discuss the DeFosses settlement. The end date for receipt of complaints by the State is June 13 so Mrs. Gill will not have any further information in terms of what Rockingham County owes the State until after that time, perhaps in the fall.

There is an amendment to House Bill 1469. The bill concerns studying the issue of transferring some DCYF functions over to the Department of Youth Developmental Services. There is a floor vote Thursday and the general feeling is that it will pass. Mrs. Gill has called Rep. Ken Weyler and Rep. Pat Dowling about this bill. Thursday it will go to the Finance Committee. It started out last year as House Bill 200 which incorporated some other issues as well. Mrs. Gill will go to Concord Thursday to listen to the discussions. Mrs. Gill has concerns about DYDS being capable of handling the responsibility if 3,000 additional cases as they can not handle the 400 cases they already handle.

Date mb
8/3/00

REPORT FROM THE MAINTENANCE DEPARTMENT:

The Dietary Dept. lost a compressor on the kitchen hood recently. Mrs. Gates will require a line item transfer to replace this item.

Last weekend during a storm, a tree fell on North Road eliminating power for approximately 10-12 hours. The generators worked very well during this period. The phone service at the hut is not protected by a generator. Mrs. Gates and Captain Akerley discussed resolving this issue.

Mrs. Gates was in Concord last week and spoke with people from OEM and FEMA about the additional funding which has been approved for the flood mitigation project.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. No bids were received for the long distance carrier. Mr. Sturtevant will rebid this item.

Bids were opened for paper:

Portsmouth Paper
Interboro
Central Paper
Allied Supply

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for copiers:

NBM
Minolta Business Systems
Conway Office Products

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Commissioners.

M.B.
Date 5/2/10

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to award the bid for the convection oven in the amount of \$4,700 and the tilting skillet in the amount of \$6,100 to Northeast Food Service per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for the milk cooler, but Mr. Sturtevant received a donation so he would request that the bids be rejected on that basis.

MOVED: Commissioner Barrows to reject the milk cooler bids per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The MIS Manager position was reposted and closes tomorrow. Mr. Sturtevant has received 6 applications. These will be narrowed down to 3 possible candidates for interviews early next week. He will make copies of all the resumes and forward to each Committee member for review.

Mr. Sturtevant is drafting the RFP for the construction manager on the supported residential care project which will be going out soon. The County was not awarded the CDBG grant for this. The Commissioners requested that the County file an appeal.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (c).

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (c) on a roll call vote.

SECONDED: Commissioner Barrows.

Date MB
5/5/00

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
April 18, 2000

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Cathy Stacey, Martha Roy and Maryann Brickett.

Discussion: Personnel matter.

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Martha Roy, Bill Sturtevant, and Maryann Brickett.

Discussion: Negotiating payment on a partially completed contract.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (c) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to file an appeal for the CDBG grant money.

SECONDED: Commissioner Barka.

OPPOSED: Commissioner Barrows.

VOTE: 2 Yea. 1 Nay. Motion passed in the affirmative.

MO
Date 5/2/00

MOVED: Commissioner Barrows to approve Amendment #2 to the Rockingham County Employee Benefit Plan.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett
Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 5/30/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
May 2, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: Cathy Stacey, Register of Deeds; Sheriff Dan Linehan; Jennifer Nelson, County Attorney's Office; Al Wright, Corrections Dept.; Theresa Young and Judie Milner, Fiscal Office; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:45 a.m.

REPORT FROM THE COMMISSIONERS' OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the April 4 and 18, 2000 Commissioners' Meetings.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

MOVED: Commissioners Pratt to award the bid for the electronic filing system to PIF Technologies in the amount of \$24,387 per the recommendation of the County Attorney's office and to authorize the Chairman to sign the credit application on behalf of the Board.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 5/20/00

The County Attorney's office congratulated Commissioner Barrows for being nominated for the Athena Award.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey distributed her department's report for the first quarter, stating that the number of documents was down about 30%, transfer tax stamp revenues were up 106%. There has been a significant slow down in the real estate market due to the lack of inventory and a slowed refinancing market caused by the increase in interest rates. Mrs. Stacey anticipated this when making projections for the year 2000 budget.

The computer system is running smoothly. The Maintenance Dept. made shelves to raise the PCs.

Mrs. Stacey's office is hosting a continuing education course for the Seacoast Board of Realtors this evening. They will have the opportunity to view the new computer system.

There is a NH Association of Counties Meeting on Friday. Their administrative assistant will be resigning as of June 1. Mrs. Stacey urged a member of the Board of Commissioners to attend to express their support for the proposed restructuring of the Association.

Bids were opened for film to disk conversion:

- OmniSys Corp.
- Connor & Connor
- Lason
- Digital Scanning Inc.

MOVED: Commissioner Pratt to have Mrs. Stacey evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan had no report.

Date 5/30/00^{MS}

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Al Wright gave the census report for the Jail as Supt. Charron was meeting with members of INS.

MOVED: Commissioner Barrows to award the bid for paper/plastic to Portsmouth Paper Company and Interboro Company per the recommendation of Supt. Charron.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Al Wright mentioned that the new Social Security Agreement was up for renewal and wished Commissioner Barka to sign on behalf of the Board of Commissioners. There has been one change. The amount of \$400 can be collected by the Jail when Social Security recipients, including pre-trial inmates who are in the Jail have been identified. This has resulted in over \$11,000 in revenues.

MOVED: Commissioner Pratt to authorize Commissioner Barka sign the new Social Security Agreement on behalf of the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barka signed the new Social Security Agreement on behalf of the Board of Commissioners.

Al Wright stated that the Department of Corrections is expecting a letter from the Belknap County Board of Commissioners relative to holding some of their prisoners during Motorcycle Weekend.

MOVED: Commissioner Pratt to authorize the Chairman of the Board of Commissioners to sign a letter authorizing the Rockingham County Department of Corrections to house Belknap County inmates during Motorcycle Weekend for a period of no longer than 5 days.

SECONDED: Commissioner Barrows.

MB
Date 5/30/08

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young discussed the issue of self insurance. It was suggested that this would be a good topic for a NH Association of Counties Meeting. Cathy Stacey stated that Strafford County Administrator Ray Bower would be a good person to consult as Strafford County has been self-insured for several years.

Mrs. Young stated that the bank wishes to have a conference call with Fiscal and Tim Dempsey regarding the final portions of the audit.

Theresa Young stated that the single audit is scheduled to be completed on May 12.

REPORT FROM HUMAN RESOURCES:

Jude Gates stated that the Human Resources Dept. wished to declare a fax machine as surplus. The yard sale is to be held June 17. Every department needs to have a list of items to be declared surplus for the yard sale to her as soon as possible.

MOVED: Commissioner Pratt to authorize the Board of Commissioners to declare certain Human Resources Dept. equipment as surplus.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM HUMAN SERVICES:

Diane Gill requested that the Commissioners award the incentive funds as follows:

Seacoast YMCA	\$ 5,400.00
Girls, Inc. of NH	\$17,100.00 reserve
YMCA/Camp Lincoln	\$15,000.00
R.C. Cooperative Extension	\$ 6,980.00
Boy Scouts of America	\$ 7,000.00
Northwood Teen Center	\$ 5,000.00
Family Mediation Program: Change in Grant Request from 1/00	
Rockingham Community Action: COMPASS	\$20,000.00 denied

MB
Date 5/30/00

Ecumenical Transportation, Hampton	\$ 4,000.00
Nottingham Recreation Dept. (release up to \$15,000.00)	\$22,000.00
Total Awards/Reserved	\$75,480.00

MOVED: Commissioner Pratt to approve the distribution of incentive funds per the recommendation of 6% Incentive Grant panel, subject to conditions specified in letter of award from the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Diane Gill discussed a memo she will be taking to the Association Meeting on Friday regarding setting the YDC rates. YDC quotes statute 181:24 for their rate setting authority. The Human Services Affiliate disagrees with this and recommended a proposal of a 5% rate increase for 2 years or 10% over \$198, (\$220/day) for 1999, and for fiscal year 2000 a 3% rate increase over FY 1999 (\$226.60/day). These rates are consistent with DCYF residential providers. Diane Gill has asked each affiliate to take this to their own Boards before Friday's meeting.

MOVED: Commissioner Barrows to give Diane Gill authority to present this proposal on behalf of the Rockingham County Board of Commissioners regarding YDC rates.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Diane Gill discussed House Bill 1469 which is the bill that would transfer JSOs and their case loads over to DYDS. Diane Gill attended the House floor vote last Thursday and the bill passed. Ms. Gill also attended the finance hearing. There is little confidence in Commissioner Favreau's ability to handle over 3,000 cases. Ms. Gill testified on behalf of her concerns.

The Commissioners commended Mrs. Gill for her efforts on behalf of the counties regarding these issues.

Date MB
5/30/10

REPORT FROM THE MAINTENANCE DEPARTMENT:

The Commissioners signed a bid waiver for the Maintenance Dept. for energy management services for the RCNH and the Jail for a one year period (4/1/00-3/31/01) in the amount of \$16,850.

Mrs. Gates is working on the details for the June 17 yard sale, including surplus item lists and advertising.

Bids were opened for HVAC system cleaning:

Ductbusters
Fire Pro

MOVED: Commissioner Pratt to have the Maintenance Department evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for the hay kicker:

Delekto Brothers, Inc.
R. N. Johnson

MOVED: Commissioner Pratt to have the Maintenance Department evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Pratt expressed her concerns and reservations about having the County continue in the haying business.

Bids were opened for water softeners:

Aquafax Inc.
Allied Clearwater, LLC
Lindsay Water Conditioner Inc.

MB
Date 5/30/10

MOVED: Commissioner Pratt to have the Maintenance Department evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for crane valves:

Standard Plumbing & Heating Supply, LLC
Plumbers Edge Inc.

MOVED: Commissioner Pratt to have the Maintenance Department evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Jude Gates stated that Joe Ganzzar of Brentwood Farms Greenhouse has donated his services for the landscape design for the new Driscoll courtyard which is the location of the new gazebo.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report.

Mr. Sturtevant recommends awarding the photocopier bid to Minolta in the amount of \$10,495.

MOVED: Commissioner Barrows to award the bid for the copier to Minolta in the amount of \$10,495 per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for paper to Central Paper Products and Portsmouth Paper, the low bidders, per the recommendation of Mr. Sturtevant.

MB
Date 5/30/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for a long distance carrier:

BLD

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bid and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for janitorial supplies:

Hygienic Technologies
Eastern Bag & Paper
Advanced Maintenance
Central Paper
Arnold T. Clements Co., Inc.

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bids to the low bidder or in the best interest of the county.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for dryers:

Tri State Laundry
Yankee Equipment Systems

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 5/30/00

Mr. Sturtevant circulated a schedule for Nursing Home Week. The annual buffet is Wednesday, May 17 from 11:30-2:00.

Three interviews for the MIS manager are scheduled for Monday at 9:00 a.m.

The annual Medicare/Medicaid inspection is currently being conducted this week. It should be over by day end Thursday.

Mr. Sturtevant reminded the Commissioners that he will be on vacation from May 5-13.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a) and (c).

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (c) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
May 2, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant and Maryann Brickett.

Discussion: Personnel matter.

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant and Maryann Brickett.

Discussion: A residency waiver.

MB
Date 5/30/00

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (c) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to approve the termination of a Nursing Home employee.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to approve a residency waiver per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:00 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

MB
Date 5/30/00

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
5/16/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
May 16, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: Cathy Stacey, Register of Deeds; Sheriff Dan Linehan;
Jennifer Nelson, County Attorney's Office; Gene
Charron, Corrections Supt.; Kathy Nikitas, Fiscal
Office; Martha Roy, Human Resources Director; Diane
Gill, Human Services Director; Jude Gates, Asst.
Director of Engineering and Maintenance; Bill
Sturtevant, Nursing Home Administrator; Maryann
Brickett, Executive Assistant to the Commissioners.

Also present: Steve Haberman, Portsmouth Herald.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE COMMISSIONERS' OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the May 2, 2000
Commissioners' Meetings.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Bids were opened for photocopiers:

Hancock/MBS
Ikon Office Solutions
MacDurgin Business Systems, Inc.
Danka
Northern Business Machines, Inc.
Conway Office Products Inc.

Date 5/29/08 ^{MJG}

MOVED: Commissioners Pratt to have the County Attorney's office evaluate the bids and make a recommendation to the Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey stated that she was losing a staff member and the position will be posted soon.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan stated that the Chairman of the Board of Commissioners signed a request for a grant from the Federal government for \$25,000 for a bomb dog. Due to the increase in bomb calls, the Sheriff's Department could really use this dog.

The Sheriff's Dept. is also losing staff and he thanked Jennifer Nelson for providing computer testing which has been very helpful for screening applicants.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Supt. Charron gave the census report for the jail.

His department is short 5 staff. Supt. Charron stated that his pre-trial number is not moving in spite of the fact that sentencing numbers are going down. The Myth and Reality Committee is studying alternative sentencing methods, i.e. the electronic bracelet. The inmate would pay for this service. Several public defenders, judges and members of the County Attorney's office are on the Myth and Reality Committee. Commissioner Barrows suggested that Dawn Barnes attend the next Commissioners' Meeting to discuss her program of working with pre-sentenced inmates. Supt. Charron believes the issue of who should be allowed to wear the bracelet should be decided between judges and corrections. They are studying this issue at the Corrections Academy. Merrimack County uses this system. There are certain requirements involved with this program. Cathy Stacey stated that the video arraignment program is still being studied.

Date 5/30/00

Supt. Charron will be on vacation for a week commencing May 18.
MOVED: Commissioner Pratt to award the bid for janitorial supplies to Advanced Maintenance Products Co., Central Paper Products Co. and the Eastern Bag & Paper Company per the recommendation of Supt. Charron.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE FISCAL DEPARTMENT:

Kathy Nikitas stated that the auditors were in on Friday for the final piece of the audit. The audit statements will be forwarded to the Fiscal office this week. The exit interview is scheduled for June 16 at 10:00 a.m. if this time works for the Commissioners.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that Human Resources will be sending out the RFP for the EAP program this week with a bid opening for the June 13 Commissioners' Meeting.

On May 22 Mrs. Roy will be calling all departments to find out the results of the EAC vote. There are no volunteers from the County Attorney's office and Register of Deeds office. Martha Roy stated these positions will remain vacant until someone volunteers.

Commissioner Pratt requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM HUMAN SERVICES:

Diane Gill gave an update on the YDC rates. Mrs. Gill met with Donna Severance and Rosemary Faretra to present their proposal. Mrs. Gill was told that they were getting an opinion from the Attorney General's office and that this matter would most likely go to litigation. Commissioner Barka suggested getting a grant to have Rockingham, Hillsborough and Strafford Counties house these children regionally.

Mrs. Gill stated that she has received the March state bill and there were problems just receiving the bill. EDS sent the information to the wrong

MB
Date 5/30/00

address. When they did receive the information, it was for the month of January.

The resolution to House Bill 1469 may be a name change only. The JSOs will have a name change to Juvenile Probation & Parole Officers. There will also be an advisory board created made up of 8 people. There will be no transfer of personnel over to DYDS. Commissioner Favreau did not attend any of the hearings.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the installation of the awnings has begun. The process has been interrupted because the bucket truck, which is very old, needs some repairs. It should be operational by next week. The residents really like the awnings and they are making a big difference in the residents' rooms.

Jude Gates made several bid recommendations.

MOVED: Commissioner Pratt to award the bid for HVAC system cleaning to Fire Pro in the amount of \$3,240 per the recommendation of Jude Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to reject the bid for the hay kicker due to lack of response per the recommendation of Jude Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for water softeners to Aquafax in the amount of \$3,775.50 per the recommendation of Jude Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 5/30/00

MOVED: Commissioner Pratt to award the bid for crane valves to Standard Plumbing & Heating Supply, LLC in the amount of \$7,805.37 per the recommendation of Jude Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to declare as surplus certain lists of inventory from various departments and any subsequent lists that may be received by Mrs. Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows requested that County employees be able to purchase items at the yard sale on June 16 a couple of hours prior to the towns. The yard sale will be open to the public on June 17.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report.

The Nursing Home is still experiencing staffing shortages. Mr. Sturtevant is using nursing agencies to assist with this shortage. Mr. Sturtevant has placed newspaper ads and will be holding a Job Fair June 1. Mr. Sturtevant invited other departments to join in this Job Fair. The Nursing Home is down 11 ½ nurses, 23 nursing assistants, not including resignations.

Mr. Sturtevant recommends awarding the dryer bid to Yankee Equipment in the amount of \$6,155.

MOVED: Commissioner Barrows to award the bid for the dryer to Yankee Equipment in the amount of \$6,155 per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 5/30/00

Mr. Sturtevant commented that this was about a 30% savings over MCI, our current long distance carrier. If rates go down, our rate will go down, but it will not go any higher than \$.069 per minute. This rate also applies to the (800) numbers which we did not have with MCI. MCI's rate was \$.16 per minute. BLD offers \$.069 for out-of-state calls and \$.079 for in-state calls. They will also break down all the billing, thus decreasing staff costs for the Nursing Home. Calling cards have a flat rate of \$.175 with no surcharge and a federal charge of \$.35 if the call is made from a pay phone. They will switch services over from MCI within 3 business days after signing the contract. Mr. Sturtevant further stated that this will save county wide about \$1,000 per monthly billing cycle on just long distance calls. Commissioner Barrows suggested to Mr. Sturtevant that he place "Quest" on his list for any future bids.

MOVED: Commissioner Pratt to award the bid for the long distance carrier to BLD at a guaranteed maximum billed rate of \$.069 per minute for out-of-state and (800) calls, \$.079 per minute for in-state calls, \$.175 for calling cards (with no surcharge and a federal charge of \$.35 for pay phone calls) per Mr. Sturtevant's recommendation and to authorize the Chairman of the Board of Commissioners to sign the contract and necessary papers.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The interviews for the MIS director are going well. One individual is being considered for the position and the references are being checked. After this process is complete, a recommendation will be made to the Board of Commissioners.

The State annual Medicare/Medicaid inspection has been completed. There were six deficiencies, mostly minor paperwork issues. New federal requirements for nursing home standards went into effect last July. However, the Nursing Home received many compliments in the areas of patient care and its professional staff.

Mr. Sturtevant announced that National Nursing Home Week began May 15. The staff appreciation luncheon will be Wednesday, May 17.

Bids were opened for frankfurters:

Date MB
5/30/00

U. S. Food Services
Essem/Schultz
Cambridge Packing

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bid to the lowest bidder or in the best interest of the county.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
May 16, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Neil Lovett, Tracey Harvey, Martha Roy, Roy Morrisette, Bill Sturtevant, Theresa Young and Maryann Brickett.

Discussion: Personnel issues.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

MB
Date 5/30/00

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt that the Board of Commissioners request an amendment to the Health Plan document to reflect paying "at charge" ancillary services which are initiated through an in-network hospital or doctor (including balance billing) effective June 1, 2000.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to revert to a one-month open enrollment period (the month of November) for health and dental insurance.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt authorize additional temporary staffing in the Human Resources Department to cover a maternity leave, in an amount not to exceed \$8,000.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Date MB
5/30/00

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 6/13/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
May 30, 2000**

Commissioner Pratt called the meeting together at 10:15 a.m.

Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 2 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
May 30, 2000**

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Steve Schulthess, Dan Linehan, Jim Reams and Maryann Brickett.

Discussion: Legal issues.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to authorize the County's attorneys to pursue the discovery process in certain legal matters.

mb
Date 6/13/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

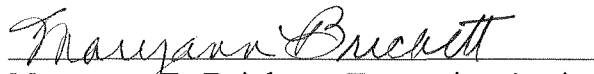
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 10:45 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,

Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
6/13/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
May 30, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: Cathy Stacey, Register of Deeds; Sheriff Dan Linehan;
County Attorney Jim Reams; Gene Charron,
Corrections Supt.; Theresa Young, Fiscal Officer; Roy
Morrisette, Human Resources; Diane Gill, Human
Services Director; Jude Gates, Asst. Director of
Engineering and Maintenance; Bill Sturtevant, Nursing
Home Administrator; Maryann Brickett, Executive
Assistant to the Commissioners.

Also present: Sheridan Brown, Congressman Sununu's office; Terry
Date, Fosters; Steve Haberman, Portsmouth Herald.

Commissioner Barka called the meeting to order at 11:00 a.m.

REPORT FROM THE COMMISSIONERS' OFFICE:

MOVED: Commissioner Barrows to approve the minutes of the May 16,
2000 Commissioners' Meetings.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows introduced Sheridan Brown from Congressman
Sununu's office. Mr. Sturtevant asked questions about the health care
finance industry and proposed new rules for calculating the upper limit
of Medicare, the use of those limitations and how it affects pro share
dollars.

Commissioner Barka commented that he believed Congressman Sununu
has done a good job for the State of New Hampshire.

Date MB
6/13/00

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

County Attorney Jim Reams stated that the Governor and the Attorney General will sponsor their annual Domestic Violence Conference this Thursday and Friday.

Their office is still reviewing the photocopier bids and will most likely make a recommendation for an award at the next Commissioners' meeting.

Charlie Thayer has announced that he will not seek re-election. Rep. Andrew Christie has announced that he will run for the position.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey stated that she has some information on the bids that were opened several weeks ago and she is ready to make a recommendation, Connor & Connor in the sum of \$211,400.00 for the 3-stage process. They met the specs in all respects and she did negotiate a lower price.

MOVED: Commissioner Barrows to award the bid for film to disk conversion to Connor & Connor in the amount of \$211,400.00 per the recommendation of Mrs. Stacey.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mrs. Stacey reminded everyone that the Association of Counties meeting has been postponed to Friday, June 9 at 10:00 a.m.

Mrs. Stacey announced that she would be seeking a bid for paper supplies if any other department wished to place an order as well.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan requested that the Commissioners sign a Certificate of Vote for the bailiff security services which will allow the Sheriff's Department to enter into a contract with Division of Administrative Services. This will allow them to pay the Sheriff's Department for their services rendered.

Date MB
6/13/00

The second item on the Sheriff's agenda is the surplus vehicles which the Sheriff's Department wishes to trade in on a step van for the Sheriff's Department.

MOVED: Commissioner Pratt to authorize the Sheriff's Department to enter into an Agreement with the Department of Administrative Services to provide bailiff security services and to authorize the Chairman of the Board of Commissioners to sign the Certificate of Vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows asked several questions concerning the surplus vehicles and the trade. Sheriff Linehan stated that Burke's Truck Sales would take the 9 uninspectable vehicles in trade of the step. Jude Gates confirmed that these vehicles were not able to pass inspection and the Maintenance Department mechanic has already removed any useful equipment from these vehicles. Sheriff Linehan stated that he would otherwise not be able to receive any monetary value for these 9 vehicles. The Commissioners requested that the Sheriff's Department seek other bids before the Commissioners would sign a bid waiver.

MOVED: Commissioner Barrows to declare certain Sheriff's Department Department vehicles as surplus.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Supt. Charron gave the census report for the jail.

Supt. Charron requested that the Commissioners sign a bid waiver in the amount of \$8,000 for the contract with Dade Behring, a sole source vendor for drug testing for inmates. Dade Behring provides the drug testing machine (valued at \$32,000) at no charge provided the County guarantees spending \$8,000 for drug testing supplies.

MB
Date 6/13/10

MOVED: Commissioner Barows to authorize the Department of Corrections to renew the contract with Dade Behring and authorize the Chairman of the Board of Commissioners to sign the contract and bid waiver.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed in the affirmative.

REPORT FROM THE FISCAL DEPARTMENT:

Theresa Young reminded everyone that there is a 12:00 p.m. hearing in Concord tomorrow concerning elected officials salaries & benefits and re-vote on the capital bond. Commissioner Pratt, Commissioner Barows, Cathy Stacey, Jude Gates, Bill Sturtevant, Cheryl Hurley, and herself would be attending.

There is also to be a Treasurer's meeting tomorrow afternoon. Reports would be placed in the Commissioners' mailboxes.

The single audit reports and management letter have been done in draft and will be finalized later in June.

REPORT FROM HUMAN RESOURCES:

Roy Morrisette announced that Martha and Paul Roy had a beautiful baby girl, Jeannine Renee, born 5/27 at 12:10 a.m., weighing 7 lb. 10 oz. and 20.25" long. Mother, father and baby are all doing well and should be home this afternoon.

Roy Morrisette discussed Amendments #3, #4 and #5 to the CBA contract. Amendment #3 deals with the payment of ancillary out-of-network services. Amendment #4 concerns out-of-network services for well care which is not covered in the contract as written. Amendment #5 concerns the open enrollment period being changed to the month of November.

MOVED: Commissioner Pratt to approve Amendments #3, #4 and #5 to the CBA contract and have the Chairman sign the necessary documents.

SECONDED: Commissioner Barows.

VOTE: 3 Yea. Motion passed in the affirmative.

Human Resources is also requesting an extension to the EAP provider contract for a 3-month period until a decision is made with the RFP that was sent out recently.

MOVED: Commissioner Barrows to approve a 3-month extension to the contract with Resource Management Consultants and to authorize the Chairman of the Board of Commissioners to sign the contract extension.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM HUMAN SERVICES:

Diane Gill updated the Commissioners on the YDC rates. Mrs. Gill has not received any notice from the Attorney General's office. Her office is still holding bills and has made no payments.

Concerning the Juvenile Accountability Incentive Block Grant (JAIBG) that is given to the State of New Hampshire, Commissioner Barka has forwarded information to Mrs. Gill that Rockingham County is eligible to receive about \$11,000 for 2 years, 1998/1999 for juvenile prevention programs. There are also other towns in Rockingham County that are eligible, Hampton, Portsmouth, Salem and two other towns. The police departments from those towns went to the informational meeting. Rockingham County can waive their award and give the money to a designated town who has a program. Mrs. Gill will contact the Police Chiefs who went to the meeting to see if they have a program in mind. Rockingham County at the moment has no program planned.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates gave a status report on several maintenance projects. The awnings have been completely installed. The courtyard design project is nearly completed. The HVAC cleaning at the Jail is progressing well.

Bids were opened for key/file cabinets:

Lund
Craftmaster Hardware Co., Inc.

MB
Date 12/13/00

MOVED: Commissioner Pratt to have Mrs. Gates evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for vinyl siding:

J&R Gutters
Kinney Roofing

MOVED: Commissioner Pratt to have Mrs. Gates evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mrs. Gates stated that the wetlands application for the mitigation project was finalized last week. Lise McNaughton from the Brentwood Conservation Commission came down and reviewed all the plans. She signed off on the paperwork which Mrs. Gates mailed to Concord. Copies are available in the Maintenance Department. One of the goals is to remove the Jail from the flood plain through the berm and other structures. Once that work is completed, they will review the site again. Mrs. Gates also made application to New Hampshire Water Resources for the work on the dam. The berm needs a dam application also. Permits should be finalized in 30 days.

The renovations on the Daycare I & II buildings are nearly completed to accommodate the relocation of several departments.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report.

The Job Fair for nursing and dietary personnel will be held Thursday from 3-7 p.m. in the Atrium. The Department of Corrections will also be participating in the Job Fair.

The life safety inspection began this morning.

MB
Date 6/13/10

June 21 is the next theme day "the lazy crazy days of summer." There will be water games and other activities. July 4 festivities are also being planned, including the annual fireworks display on the night of July 4.

Mr. Sturtevant has received all the reference checks for the candidate for the MIS/Telecommunications position. Mr. Sturtevant needs to meet with the Board to discuss this matter.

Bids were opened for ice cream:

West Lynn Creameries
Crowley (no bid)
Lago

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for ginger ale:

Connor Bottling
North Center Foods
Pepsi Cola

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a).

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

Date MB
6/13/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
May 30, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, and Maryann Brickett.

Discussion: 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 (a) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to make an offer to a job candidate pending certain contingencies.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:25 p.m.

MB
Date 6/13/10

Respectfully submitted,

Maryann Brickett
Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,

K.K. Pratt
Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
6/13/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
June 13, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: County Attorney Jim Reams; Capt. Joe Akerley and Christine Croto, Sheriff's Dept.; Gene Charron, Corrections Supt.; Kathy Nikitas, Finance Office; Roy Morrisette, Human Resources; Dawn Barnes, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Steve Haberman, Portsmouth Herald.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE COMMISSIONERS' OFFICE:

MOVED: Commissioner Barrows to approve the minutes of the May 30, 2000 Commissioners' Meetings with amendments.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

County Attorney Jim Reams stated that their office was still reviewing the bids for the new photocopier and they are currently testing one model. They should be ready to make a decision shortly.

The County Attorney requested a Non-Public Session under NHRSA 91A:3 II (a).

Date MB
6/13/00

REPORT FROM THE SHERIFF'S DEPARTMENT:

Captain Akerley requested a correction in the minutes of the May 30 Commissioners' Meeting regarding the surplus vehicles. The Commissioners again requested that the Sheriff's Department speak with other vendors before they could sign a bid waiver on behalf of the Sheriff's Department.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Supt. Charron gave the census report for the jail.

Supt. Charron reported that the computer system went down completely a few days ago and thanked Frank Stoughton and Mr. Sturtevant for assisting with the recovery of data. The staff is re-entering data from June 1 forward.

The Department of Corrections recently sent out an RFP for software for the inmate booking system. The company they currently use no longer markets their system, nor do they provide technicians to service problems that may arise. Consequently, Supt. Charron has reserved approximately \$15,000 in their M.I.S. budget line. Three vendors responded to the RFP, but only one can provide the program Supt. Charron needs. The program is about \$68,000. Supt. Charron may acquire roughly \$75,000 worth of software/hardware and a new file server in exchange for a five-year contract for the inmate telephone system. Supt. Charron requested the Commissioners permission to enter into negotiations with Digital Solutions Inc. for the software. Commissioner Pratt requested a cost analysis of all equipment and services involved.

MOVED: Commissioner Barrows to authorize Supt. Charron to enter into negotiations with Digital Solutions Inc. for a Correctional Facility software system and inmate telephone system. The Superintendent, as a representative for the Commissioners, at his discretion may cancel negotiations as he sees fit or to continue negotiating to the point of a proposed contract. When the proposal is completed, it will be brought before the Board of Commissioners for review and either accepted, rejected or amended in the best interest of the County.

SECONDED: Commissioner Pratt.

MB
Date 6/13/10

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FINANCE DEPARTMENT:

Kathy Nikitas stated that she was representing the Finance Dept. today as Mrs. Young and Cheryl Hurley are at the moment working to resolve some bond issues.

Kathy also reminded the Commissioners that the auditors will be here on Friday for the exit conference at 10:00 a.m.

The Finance Dept. is working with Jude Gates to provide petty cash for the weekend yard sale.

REPORT FROM HUMAN RESOURCES:

Roy Morrisette requested a Non-Public Session under NHRSA 91A:3 II (a).

Bids were opened for EAP services:

Magellan Behavioral Health
Resource Management Consultants

MOVED: Commissioner Pratt to have the Human Resources Department evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barows.

VOTE: 3 Yea. Motion passed in the affirmative.

Bids were opened for administration of the Wentworth CDBG grant:

Donna Kerwin Lane
Pamela Kelley
Mark Nardone

MOVED: Commissioner Pratt to have the Human Resources Department evaluate the bids and make a recommendation to the Board of Commissioners.

MB
Date 6/13/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Martha Roy has requested that Mr. Sturtevant, Mrs. Young, Cindy Hayden and Linden Kelly participate in the selection of the grant administrator for the Wentworth project. Cindy Hayden has indicated she would serve on this committee.

REPORT FROM HUMAN SERVICES:

Dawn Barnes updated the Commissioners on the Adult Diversion Program. Ms. Barnes spent the first three months of this year planning, meeting, creating a policy manual and accepting referrals. Judge Warhall from Derry is very interested in having this program offered in his court. Ms. Barnes is meeting this afternoon with Chief Garone (Derry), Chief Ryan (Londonderry) and Chief Wagner (Chester). Ms. Barnes is meeting on July 6 with a representative from the Attorney General's office to conduct an on-site review of the progress of the program and to review the program files and expenditures.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reminded everyone that the yard sale is to be held this Friday and Saturday. Several other items have been added to the previous list. The yard sale has been advertised in the newspapers. The list of items was sent to all the towns in Rockingham County last week and they were invited to come at noon on Friday. The Sheriff's Department has agreed to provide a cruiser for security purposes.

Installation of the water softeners in the Jail, the boiler plant and the water plant is being finalized today. They will be on line by the end of the week. A significant amount of money will be saved, provide better tasting water and be better for the pipes by sending harder water through the pipes.

The duct work at the Jail is completed and this should make a big difference in the indoor air quality.

The walkways, benches and flower beds are being completed in the RCNH North Road courtyard. Mr. Sturtevant has a function scheduled in the courtyard for June 21. While the flower beds were being laid, the

17 B
Date 6/13/10

Maintenance Dept. used the opportunity to lay conduit lines for electricity for Christmas lights.

The electrical and gas piping to the pavilion is being finalized this week. It will be ready for the July 4 activities.

Jude Gates updated the Commissioners on the buildings on North Road that are being renovated. Mrs. Gates issued a purchase order for the carpeting for the building at the top of the hill. The move of Conservation personnel should take place by the mid to end of July. The move of Nutrition personnel should take place by the mid to end of August. The Conservation Dept. can be moved as soon as the carpeting is installed. The assisted living project will commence in January after all the County department moves are completed.

Bids were opened for design/build ventilation/exhaust:

Palmer & Sicard

MOVED: Commissioner Pratt to have Mrs. Gates evaluate the bid and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for key files and accessories to the lowest bidder, Craftmaster, in the amount of \$3,397.50 per the recommendation of Mrs. Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for windows/vinyl siding to Kinney Roofing Co. Inc. for \$42,646.00 per the recommendation of Mrs. Gates.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 6/13/00

Jude Gates requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 4 applications for admission.

Mr. Sturtevant discussed the RFP which was sent out for dental services. The only response was a "no bid" call from one vendor. Mr. Sturtevant requested authorization to continue the current contract with Lamprey Dental on a month-to-month basis until another RFP could be sent out and responded to.

MOVED: Commissioner Pratt to continue the current dental contract with Lamprey Dental until Mr. Sturtevant has had an opportunity to send out an RFP for dental services and make a recommendation.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for ginger ale to Pepsi Bottling Co. at \$5.50/case per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the one-year contract for ice cream to the lowest bidder, Lago, per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a).

Date MB
6/13/00

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby discussed the tremendous population growth in Rockingham County. The increase of single-family homes is causing taxes to increase. There are over 100 building permits in Brentwood alone. The other issue is the loss of open space. Phil Auger, the County Forester has been working with land trusts and conservation organizations attempting to purchase land for conservation, or have land donated through wills and trusts.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
June 13, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Roy Morrisette, and Maryann Brickett.

Discussion: A personnel issue.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jude Gates, Roy Morrisette, and Maryann Brickett.

Discussion: A personnel issue.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Roy Morrisette, and Maryann Brickett.

MB
Date 6/13/00

Discussion: A personnel issue.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, Roy Morrisette, and Maryann Brickett.

Discussion: 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 (a) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to authorize the payment by manual check of a 1999 Merit Pool disbursement to an employee in the County Attorney's office.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to authorize a step increase for an employee of the Maintenance Department.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to approve the recommendation of Supt. Charron and Human Resources to make an adjustment in the rate of pay for two Corrections employees.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

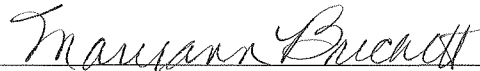
Date MB
6/13/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
8/22/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
June 27, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Kate Pratt

Also present: County Attorney Jim Reams; Cathy Stacey, Register of Deeds; Sandy Buck, Treasurer; Christine Croto, Sheriff's Dept.; Al Wright, Dept. of Corrections; Theresa Young, Finance Officer; Roy Morrisette, Human Resources; Diane Gill, Human Services; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Jennifer Nelson, County Attorney's office; Cheryl Hurley, Delegation Coordinator; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Terry Date, Fosters.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE COMMISSIONERS' OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the June 13, 2000 Commissioners' Meeting.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Jennifer Nelson stated that the County Attorney's office was prepared to make a recommendation for the photocopier bid.

MOVED: Commissioner Pratt to award the photocopier bid to Conway Office Products in the amount of \$17,280 per the recommendation of the County Attorney's office.

MB
Date 8/22/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The County Attorney requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM THE REGISTER OF DEEDS:

Mrs. Stacey is expecting a very busy month in July for transfer taxes. She has filled two positions in the office.

The imaging project is moving along well. The new system is operational and people are very pleased with it.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Christine Croto requested that the Commissioners sign a bid waiver for the Sheriff's Department stating that the Sheriff's Department had followed up with several telephone calls to other vendors. There were no such vehicles available to trade in the department's vehicles for. This offer then would be a sole source vendor.

MOVED: Commissioner Barrows to authorize the Commissioners to sign the bid waiver for the Sheriff's Department for the trade of several Vehicles for a GMC walk-in utility truck.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE TREASURER

The Treasurer, Sandy Buck had no report.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Al Wright gave the census report for the jail. There has been a lot of additional activity with the 4th of July holiday coming.

Lt. Herbert Stevens is officially retiring from the Department of Corrections this week after 22 years of service.

MB
Date 8/20/00

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young stated that there was no cash meeting this week, but reports are ready.

The money for the bonds will be available in about 2 ½ weeks. The interest rate will be about 4.75%. The auditor's report is needed before the bank will release the funds.

Pro share monies should be coming in today and the transfer will proceed in the amount of \$975,277. This amount is lower than the amount budgeted.

REPORT FROM HUMAN RESOURCES:

Roy Morrisette stated that he has spoken with Catholic Medical Center today and they are still working on health care plan issues (i.e. emergency room billing). These bills will be covered and their chief medical doctor is working with the anesthesiologists to see if they can be included in the network.

The Comp Funds of New Hampshire is providing a workshop "creating an effective web site." The county may wish to send several employees to the workshop. Commissioner Pratt stated she believed the new MIS Manager should be the one to attend these workshops.

Mr. Sturtevant, Theresa Young and Mr. Morrisette will be meeting today to consider recommendations on two RFP's, the Employee Assistance Program and the Wentworth Project grant administrator. They should be prepared to make a recommendation at the next Commissioners' meeting.

Roy Morrisette requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM HUMAN SERVICES:

Diane Gill stated there was an item on the agenda for the Commissioners to vote on incentive funds awards.

MOVED: Commissioner Barrows to authorize the release of funds to the C.O.P.E. Program for an additional \$17,500 and the Rockingham County

MB
Date 8/22/00

Mediation Programs for an additional \$53,458 for the year 2000, for a total of \$70,958 (reserved funds).

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mrs. Gill presented the Commissioners with her department's March monthly report.

Commissioner Barka and Mrs. Gill discussed a letter from the Attorney General's office concerning YDC payments and rates. Mrs. Gill included relevant statutes and noted that she could find no rate setting authority as stated in the letter. Mrs. Gill recommended no payment at this point and to have an attorney review the letter. The Human Services Affiliate meets on Tuesday, July 11 and they will discuss it at that time. There is no Association meeting in July. The next meeting is in August. Mrs. Gill will call Commissioner Panagoulas to see if there are funds available to hire an attorney.

MOVED: Commissioner Barrows to have Mrs. Gill send the New Hampshire Association of Counties a letter recommending that they consult an attorney to research this issue.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mrs. Gill next discussed the Desfosses lawsuit settlement. Mrs. Gill has kept the Commissioners updated as to Rockingham County's obligations in this suit. The cut-off date for receipt of claims is actually August 16, 2000. The County's liability will continue until that date. Mrs. Gill has spoken to Jim Monahan about the letter that was sent to Commissioner Shumway regarding the County's questioning if they were in fact responsible for the interest. The Belknap County Commissioners voted at their last meeting not to pay interest charges.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that the yard sale was a great success and her department alone made over \$6,000.

MB
Date 8/22/00

The last quarterly sprinkler inspection turned up some problems. The inspector noticed some deterioration on several dry fire sprinklers in the Carlisle and Underhill buildings need to be replaced. This is a life safety issue and replacement parts have been ordered.

Mrs. Gates received a letter from the wetlands board. They have some issues with the County's application for the Jail mitigation project. Mrs. Gates has had several telephone conversations with the inspector assigned to the project and he will come out to the County Thursday. He feels the County did not use the correct application forms. Mrs. Gates will re-file using a new application form. The form is titled "Minimum Impact Expedited." They feel the extent of this project does not qualify. Per square foot, the cost to the County to file the new application will be approximately \$3-4,000. Mrs. Gates is working with a deadline of October 31 for the funding. The inspector is well aware of this deadline.

The Maintenance Department has begun haying and they hope to have off the ground for parking purposes by the 4th of July celebrations. The outside electricity and gas have been made ready for the celebrations.

Mrs. Gates answered several questions concerning recent reports that air quality in Rockingham County are poor. She stated that was outdoor air quality, not indoor. The DES is getting very strict with regard to pollution, emissions, the County's boiler plant, etc. The source of much pollution is actually from the Mid-west. Large sums of money have just been made available to the State to follow up on pollution issues.

Bids were opened for automatic doors:

Door Control, Inc.
Automatic Doors

MOVED: Commissioner Pratt to have Jude Gates evaluate and award the bids to the low bidder or in the best interest of the County.

SECONDED: Commissioner Barrows.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 8/22/00

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There is one admission scheduled for the morning. There were two deaths over the weekend.

Mr. Sturtevant has the application for renewal of the license to operate as a nursing home for a Commissioner's signature.

July 4 activities will take place on Tuesday, July 4. The fireworks display will be at 9:00 p.m.

The RFP's for the supported residential care project have gone out. There is a site visit scheduled for July 12 at 10:00 a.m. Proposals are due by August 7, to be opened at the August 8 Commissioners' Meeting. Commissioner Barrows suggested taking pictures of the proposed space to be converted to be presented at the hearing.

Bids were opened for canned fruit:

Donahue Bros.
U. S. Foods
Alliant Foods
Springfield Food Service
Hall/Smith Sysco

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for frozen vegetables:

Shaheen Bros.
Alliant Foods
Springfield Food Service
Hall/Smith Sysco
C. S. Woods

MB
Date 8/22/07

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bids in the best interest of the County.

SECONDED: Commissioner Barrows.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for bakery supplies:

- U. S. Food Service
- Springfield Food Service
- Hall/Smith Sysco
- Donahue Bros.
- Alliant Foods
- C. S. Woods

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bids in the best interest of the County.

SECONDED: Commissioner Barrows.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for frozen meat:

- Alliant Food Service
- U. S. Foods
- Springfield Food Service
- Hall/Smith Sysco
- Cambridge Packing

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the bids in the best interest of the County.

SECONDED: Commissioner Barrows.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a).

mb
Date 8/22/00

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
June 27, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Roy Morrisette, and Maryann Brickett.

Discussion: A personnel issue.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Cathy Stacey, Roy Morrisette, and Maryann Brickett.

Discussion: A legal question.

Those present for NHRSA 91A:3 II (a) and (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Theresa Young, Bill Sturtevant, Roy Morrisette, and Maryann Brickett.

Discussion: A personnel issue and a residency waiver.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Roy Morrisette, and Maryann Brickett.

Discussion: 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

MB
Date 8/22/00

II (a) and (c) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to authorize the Human Resources Dept. to consult legal counsel relative to a personnel issue up to a sum of \$500.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to authorize a residency waiver for an admission to the Nursing Home.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt not to authorize additional medical benefits for a County employee.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

MB
Date 8/22/00

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 8/22/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
July 11, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows

Also present: Cathy Stacey, Register of Deeds; Sandy Buck, Treasurer; Gene Charron, Supt., Dept. of Corrections; Cheryl Hurley, Delegation Office; Theresa Young, Finance Officer; Roy Morrisette, Human Resources; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Nancy Adams, UNH Cooperative Extension; Maryann Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE REGISTER OF DEEDS:

Mrs. Stacey distributed her monthly report noting that June was a record breaking month with over \$3,000,000 in revenue stamps, with over \$308,000 for the County's portion. Transfer taxes are up 70% over last year. Documents are down 27% over last year.

Mrs. Stacey will be on vacation next week.

REPORT FROM THE TREASURER

Treasurer Sandy Buck reported that the bids for the TAN borrowing for \$7,000,000 will take place next Tuesday July 18 at 11:30 a.m. via fax. The Commissioners' signatures will be required the following day. Monday, July 24, the funds should be received. A notice for a special Commissioners' Meeting will be posted.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail.

Date MB
8/22/00

The Commissioner of Corrections, Phil Stanley, will be visiting the facility August 21. Gene Charron met with Phil Stanley at the Superintendents Affiliate Meeting. He will be coming to the Rockingham County Jail for a tour.

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young stated that there is one more document to be transferred between bond counsel and the Delegation office before the transfer of funds. The financial statements for 1999 were provided directly from the auditor to the bank. The Finance Office does not have their copy yet.

The budgets have been provided to departments. Mrs. Young requested that if any department notices an error, please let her know.

REPORT FROM HUMAN RESOURCES:

Roy Morrisette stated that Human Resources is recommending a two-year contract with the current provider Resource Management Consultants for the Employee Assistance Program RFP in the amount of \$17,951.16 for the first year and \$18,504.72 for the second year.

MOVED: Commissioner Barrows to award the contract for the Employee Assistance Program to the current provider Resource Management Consultants in the amount of \$17,951.16 for the first year and \$18,504.72 for the second year per the recommendation of the Human Resources Department.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mr. Morrisette reported that Human Resources is still working on the CDBG grant and are waiting for additional information from one of the candidates. Commissioner Pratt wishes to discuss some issues when she returns from the conference.

The Commissioners recommended that the Human Resources Department handle a medical reimbursement issue.

MB
Date 8/22/08

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that the bid for the automatic doors was awarded to Door Control in the amount of \$7,935.00. The order has been placed and Mrs. Gates has urged them to complete the project as soon as possible so the residents will have access to the courtyard while the weather is nice.

Mrs. Gates conducted a site review with the inspector from the Wetlands Board. Although there is nothing firm to report, Mrs. Gates feels that there are no issues with most of the work that has been requested under the Wetlands Act. Mrs. Gates believes that the brook work requested will not be granted. She has requested that the brooks be cleared to improve water flow. There are a significant number of beaver dams downstream which restricts water flow. A better course of action would be to maximize the water storage behind the Jail. The dam and berm work will most likely move forward to take care of that problem.

Some minor repairs are being done in the Nursing Home. The fire alarm company will be here today to replace some clappers on the fire sprinklers.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 9 applications for admission.

MOVED: Commissioner Barrows to award the bid for canned fruit to the low bidders, Alliant Foods, Donahue Bros. and Springfield Food Service, per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barka.

VOTE 2 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant stated that the Nursing Home applied for and received a grant from the Piscataqua Community Foundation to supplement art therapy for the residents in the amount of \$1,275 for use toward the purchase of supplies. The grant paperwork will require the signature of the Chairman of the Board of Commissioners in order to receive the check.

MOVED: Commissioner Barrows for the Rockingham County Nursing Home to accept the grant from the Piscataqua Community Foundation in the amount of \$1,275.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant stated that the July 4 activities were a great success. A total of nearly \$4,000 was raised for E.F.F.O.R.T.S. Approximately \$5,700 total was taken in.

There will be a site visit by the architects and contractors tomorrow morning at 10:00 a.m. in the Hilton Auditorium for the supported residential care project. Jude Gates and Mr. Sturtevant will be there to hand out information. Mr. Sturtevant had placed a call to the CON Board to arrange for an appointment.

Bids were opened for paper products:

- Sysco
- Arrow Paper Corp.
- Interboro Packaging Corp.
- Central Paper
- Eastern Bag & Paper
- Portsmouth Paper

MOVED: Commissioner Barrows to have Mr. Sturtevant evaluate and award the bid to the low bidder or in the best interest of the County.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a).

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Nancy Adams gave an update on the Master Gardener Program. This is the 4th year of the program. Nancy displayed the acorn symbol of the program. To date 30 trees, 75 shrubs, 17 perennials, 40 yards of

MB
Date 8/22/00

compost and about \$1,300 have been donated to the project. The value of the donated materials is about \$5,500.

The first open house-educational day will be held July 22 from 9-12 p.m. A brick walk will be installed for this event. Master gardeners will be present to do presentations.

The Extension is in the process of beginning grant fund raising for this project. They are meeting with a couple of landscape architect design firms that have worked on botanical gardens around the country. They will discuss the overall concept and determine the cost of each phase.

Nancy invited the departments to call her and walk across the street for a view of the project. The project will be looking for funding from grant, several corporate local sponsors, i.e. The Fuller Foundation and Fisher Scientific. Nancy thanked Jude Gates, her staff and Theresa Young for all their assistance with the project. The fund raising goal will be in the multi-million dollar range at some point. The future plans call for an educational building for year-round classes. There is no botanical garden in the state. The grand opening should be next spring or summer with a ribbon cutting, etc. A press release will be going out for the open house Saturday, July 22.

There being no further business to come before the Commissioners, Commissioner Barrows made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
July 11, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Theresa Young, Bill Sturtevant, and Maryann Brickett.

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Discussion: 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 (a) Commissioner Barrows moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to accept the recommendation of Bill Sturtevant and Theresa Young for the MIS Manager position.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

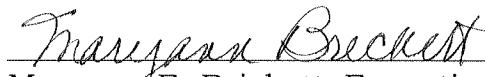
MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:30 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 8/22/00

**COMMISSIONERS MEETING
COMMISSIONERS OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
July 18, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows

Also present: Edward Buck, Treasurer.

Commissioner Barka called the meeting to order at 11:30 a.m.

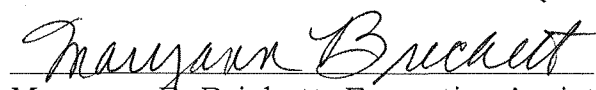
Bids were opened for tax anticipation borrowing:

Commerce Capital
CIBC
Eastern Bank
TGH Securities
State Street Bank
Fleet Securities

Edward Buck made a recommendation for tax anticipation borrowing which recommendation the Commissioners will vote to accept at the July 25 Commissioners Meeting. Edward Buck, the Treasurer recommended to award the RFP for tax anticipation borrowing to Commerce Capital in the amount of \$7,000,000 at a rate of 4.50% with a premium of \$2.940 and NIC of 4.4029%.

Meeting adjourned at 11:35 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

MB
Date 8/22/00

Received by,

Ernest P. Barka

Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 8/22/00

**COMMISSIONERS MEETING
COMMISSIONERS OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
July 18, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows

Also present: Edward Buck, Treasurer.

Commissioner Barka called the meeting to order at 11:40 a.m.


MOVED: Commissioner Barrows to accept the recommendation of the Treasurer for tax anticipation borrowing and authorize Commissioner Barka to sign as Chairman on behalf of the Board of Commissioners.

SECONDED: Commissioner Barka.

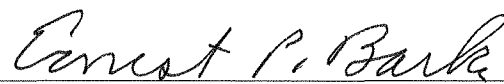
VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:45 a.m.

Respectfully submitted,


Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,


Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 8/22/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
July 25, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Sheriff Dan Linehan, Christine Croto, Sheriff's Dept.;
Cathy Stacey, Register of Deeds; Sandy Buck,
Treasurer; Gene Charron, Supt., Dept. of Corrections;
Theresa Young, Finance Officer; Martha Roy, Human
Resources Director; Diane Gill, Human Services
Director; Jude Gates, Asst. Director of Engineering
and Maintenance; Bill Sturtevant, Nursing Home
Administrator; Maryann Brickett, Executive Assistant
to the Commissioners.

Also present: Terry Date, Fosters; Dawn Sousa, Eagle Tribune.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE REGISTER OF DEEDS:

Mrs. Stacey requested that county employees fill out nomination forms for the New Hampshire Association of Counties Conference this year.

REPORT FROM SHERIFF'S DEPARTMENT:

Sheriff Linehan requested the Commissioners sign a bid waiver in the amount of \$11,880 for the state wide radio initiative. Sheriff Linehan is a member of the Criminal Justice Information Systems Subcommittee for the Chiefs of Police. They will determine how \$10,000,000 in grant money will be spent. Senator Gregg was very instrumental in obtaining this grant from the Federal Government. The funds should begin to be released as early as the Fall of this year.

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REPORT FROM THE TREASURER:

Treasurer Sandy Buck reported that the Treasurer's Office will be putting out a request for banking services in the next couple of weeks to all the major banking institutions in the state. The money from the TAN borrowing was received Monday, July 24.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail. There is currently a population of 292. Approximately \$2,600 per day in revenue is being generated for Federal prisoners.

Supt. Charron is filing paperwork with the government requesting an increase in the per diem rate for any government prisoners.

August 11 there will be an inspection of the facility by the Department of Justice. The Rockingham County Jail was reaccredited by the National Commission of Correctional Health Care.

During the 2nd Quarter Review Meeting, the staffing shortage was discussed. The Jail is currently short 7 personnel and will require a line item transfer for overtime payments.

Supt. Charron is continually looking into methods of alternative sentencing.

MOVED: Commissioner Barrows to award the bid for paper/plastic to Portsmouth Paper Company and Interboro Company as recommended by Supt. Charron.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron and Martha Roy discussed the employee drug testing process used by the County which is currently paid for through the Occupational Health budget. Currently the County purchases on-site drug testing kits and off-site gas chromatography verification tests at a cost of \$45.00 each. The Department of Corrections can provide a comparable service at a cost of less than \$2.00/test. The results of the

MB
Date 8/22/00

Department of Corrections' test will be forwarded to the Occupational Health Office.

MOVED: Commissioner Barrows to approve the recommendations of Supt. Charron and Martha Roy for the new drug testing procedure.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron requested a Non-Public Session under NHRSA 91A:3 II (e).

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young stated that the TAN funds were received yesterday, \$3,000,000 of that amount would be going out today, and the Finance Office will need Commissioners' signatures on several warrants.

The management letter that comes with the audit report needs to be revised before it is finalized.

The Finance Office would like to schedule a meeting with the Commissioners to review the internal services fund. The Finance Office has committed to an August deadline. An August 3 meeting at 10:00 a.m. was scheduled between the Commissioners and the Finance Office.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that the CDBG Administrator Selection Committee unanimously voted to recommend Donna Kerwin Lane to serve the County as the Community Development Block Grant Administrator for the Wentworth project at a total contract cost of twenty-one thousand dollars (\$21,000). Commissioner Pratt commented about discussions with Roy Morrisette and Bill Sturtevant and cautioned that all sub-recipient agreements need to be in place. Commissioner Barka commented that the CDBG Administrator Selection Committee unanimously voted to recommend Donna Kerwin Lane. Commissioner Pratt further commented that the Office of State Planning also has some concerns that the road not be moved unless the hotel redevelopment is also completed.

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MOVED: Commissioner Barrows to award the contract to Donna Kerwin Lane to serve as the Community Development Block Grant Administrator for the term of the Wentworth project for a total contract cost of twenty-one thousand dollars (\$21,000) effective July 25, 2000. This award is contingent upon a contract with the CDBG Administrator that clarifies the sub-recipient agreements and contract.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE HUMAN SERVICES DEPARTMENT:

Diane Gill distributed her April report. Mrs. Gill updated the Commissioners on DYDS matters. Commissioner Panagoulas attended the last Affiliate meeting. They discussed the letter from the AG's office regarding YDC rates. Ed Dupont will give the letter and copies of the statutes to an attorney in Concord for review. YDC has set new rates for fiscal year 2001 and notified Mrs. Gill. They are slightly higher and based on actual costs. Mrs. Gill will review their budget and the new rates.

Mrs. Gill met last week with Nancy Rollins and Judge Edwin Kelly, the administrative Judge for the district courts, about the parental reimbursement protocol being worked on since May of 1997. Judge Kelly has given permission to have the court clerks become involved in the process of giving financial affidavits, family information sheets, etc. He will notify the courts and DCYF will conduct a training session.

Mrs. Gill has been asked to make two nominations to the DYDS Advisory Board, a new legislatively created board. Mrs. Gill will contact these two individuals to see if they are in agreement with being nominated. The nominations will be made at the next Association meeting.

Mrs. Gill received word from Bob Mullen, who works for the Office of Finance, that he would like to reinstitute interest charges with the July State bill. Mrs. Gill has responded to this with a letter outlining why the Affiliate feels this is not appropriate. Mrs. Gill has invited Assistant Commissioner John Wallace to attend the next Affiliate meeting.

MB
Date 8/22/00

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that an inspection was performed last week on the water tower. The interior will need to be redone. It was last repaired in 1993. This will raise some budget issues. The exterior will need to be repaired next year. The company that did the work in 1993 is no longer in business and usually only a 1-3 year warranty is given. Mrs. Gates will meet with the Finance Officer to discuss budget matters. Mrs. Gates expects to send out an RFP for the interior work first. The Maintenance Dept. budgeted \$200,000 for the exterior repairs. It is expected that the entire project will be double the expense of the exterior alone.

An Arjo tub has been relocated from the Underhill II building to the Blaisdell I building.

The conservation Dept. has been relocated to their new offices. That project is almost complete. Mrs. Gates requested that the Commissioners walk through the empty building with her for an inspection. The new Nutrition offices will be complete for the move by mid-August. By September plans should be finalized for the old Admin building and shortly for the Delegation building.

Bids were opened for lithonia fluorescent fixtures:

General Electric
Ralph Pill
Graybar

MOVED: Commissioner Pratt to have Mrs. Gates evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 12 applications for admission.

The new MIS/Telecommunications Manager, Frank Stoughton, will begin work on Monday, July 31.

MB
Date 8/25/10

During the Executive Committee meeting Friday, July 21, the Nursing Home had a follow up visit from the Medicare/Medicaid survey team for the purpose of viewing how the plans of corrections submitted were being implemented. They cleared all the deficiencies with a 100% compliance status.

RFPs on the residential care project are due by Monday, August 7 by 3:00 p.m. The RFPs will be opened at the next Commissioners Meeting August 8. The bidders are invited to observe the opening at 11:30 a.m. following the Commissioners Meeting in the Commissioners Conference Room.

Mr. Sturtevant stated that money has been set aside in this year's budget for scholarships. Mr. Sturtevant has been drafting wording to enable the County to give up to 8 \$500 scholarships, eligible to employees who have worked at the Nursing Home for at least a year for a minimum of 24 hours per week, are enrolled in a credit course in an accredited institution of higher education, submit an application and are recommended by his or her department head. The applications would include their name, the course they are taking, when it starts, what other courses they may have taken, outlining their goal, etc. Applications will be reviewed by a Committee of non-Nursing Home employees, i.e. 3 Division Directors not related to the Nursing Home. Theresa Young and Judie Milner will research whether or not this money is taxable. Interest has been accumulating on these funds (\$30,000) in a bank account. Mr. Sturtevant will send the draft criteria to the Commissioners for review and input.

MOVED: Commissioner Barrows to endorse a scholarship program and to direct Mr. Sturtevant to draw up a plan of implementation.

SECONDED: Commissioner Pratt.

VOTE 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant advised the Commissioners the Chaplain Rev. Vendt has given his notice and will be leaving in mid-August. Interviews are currently being conducted.

Mr. Sturtevant has received notice from Health & Human Services that shortly they will be doing an acuity based rate adjustment to Nursing Home rates effective September 1.

MB
Date 8/22/00

Mr. Sturtevant requested a Non-Public Session under NHRSA 91A:3 II (a).

Bids were opened for linen:

Textile Sales
Victor Rome Sales Corp.
Star Silk & Woolen Co.
Poseidon Supply Co.
Acme Supply Co.
ATD American Co.
Linen Enterprises
Phoenix Textile

MOVED: Commissioner Barrows to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
July 25, 2000

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Gene Charron, Martha Roy, and Maryann Brickett.

Discussion: Two lawsuits.

MB
Date 8/22/00

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, Theresa Young, Martha Roy, and Maryann Brickett.

Discussion: A personnel matter.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 12:00 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 8/22/00

**COMMISSIONERS MEETING/WORK SESSION
HUMAN RESOURCES CONFERENCE ROOM
Brentwood, New Hampshire
July 28, 2000**

Present: Commissioner Ernest Barka
Commissioner Katharin Pratt

Also present: Martha Roy, HR; Roy Morrisette, HR

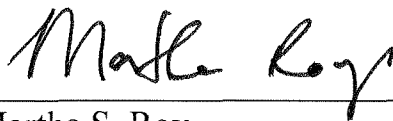
Commissioner Barka called the work session to order at 12:30 p.m.

The Board discussed the July 24th letter from the Executive Committee.
They further directed:

- ◆ That a letter be written to the Fiscal Department, delaying payment to a County Attorney employee pending clarification of matters raised in that letter.
- ◆ That the Commissioners meet next week with Fiscal, Human Resources and the County Attorney to review.
- ◆ That the Commissioners draft a response as requested in the July 24th letter.

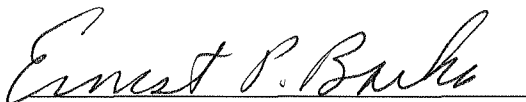
Meeting adjourned at 12:55 p.m.

Respectfully submitted,



Martha S. Roy

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

Date 8/22/00

**COMMISSIONERS MEETING
COMMISSIONER BARROWS' OFFICES
Rockingham County Nursing Home
Brentwood, New Hampshire
August 3, 2000**

Present: Commissioner Ernest Barka
Commissioner Katharin Pratt

Also present: Sheriff Linehan; Christine Croto; Martha Roy; Theresa Young; Judie Milner.

Commissioner Barka called the meeting to order at 10:05 a.m.

Billing and accounting matters were discussed between the Sheriff and Finance Department.

The Finance Officer's recommendations for the Internal Service Funds were reviewed.

MOVED: Commissioner Barka to approve the Finance Officer's recommendations as presented.

SECONDED Commissioner Pratt.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

The minutes of the July 21 Executive Committee Meeting were discussed.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (c) on a roll call vote.

SECONDED: Commissioner Barka.

Date 8/22/00

VOTE: 2 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
August 3, 2000**

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Pratt and Martha Roy.

Discussion: Personnel matters, records and documents.

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 Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

The Commissioners expressed concern that a document containing confidential personnel information appeared to have been released and circulated. They requested that everyone present research how this had occurred.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:55 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date 8/22/00

Received by,

Ernest P. Barka

Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 9/19/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
August 8, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Sandy Buck, Treasurer; Tim Dempsey, Assistant Treasurer; Gene Charron, Supt., Dept. of Corrections; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Jude Gates, Asst. Director of Engineering and Maintenance; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Also present: Dawn Sousa, Eagle Tribune.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE TREASURER:

Treasurer Sandy Buck had no report.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail. There is a cap on the number of females at the Women's State Prison.

Supt. Charron stated that there would be an inspection of the Rockingham County Jail Friday by the Bureau of Prisons.

County Attorney Jim Reams has reviewed the contract with ITI for the inmate telephone system and noted a couple of items to address in the contract. If these items can be resolved, Supt. Charron will request that the Commissioners approve the new contract.

Supt. Charron requested a Non-Public Session under NHRSA 91A:3 II (c) and (e).

MB
Date 9/19/00

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young stated that the revised Management Letter has been received. Copies were circulated to every department. Commissioner Pratt questioned references in the Letter to previous years items.

Mrs. Young addressed the scholarships and educational assistance issue. Educational assistance up to \$500 is not taxable. Commissioner Pratt requested that Mr. Sturtevant put the proposed criteria in writing for the Commissioners.

Mrs. Young informed the Commissioners that she will be out next week. Judie Milner will be handling fiscal matters.

Mrs. Young requested a Non-Public Session under NHRSA 91A:3 II (e) to discuss a legal issue.

REPORT FROM HUMAN RESOURCES:

Martha Roy had no report.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the Conservation District offices have been relocated. On August 22, the Nutrition offices will also be relocated. There are several remodeling and related issues remaining.

Jude Gates requested that the RFP for lithonia light fixtures be awarded to Ralph Pill.

MOVED: Commissioner Barrows to award the RFP for lithonia light fixtures be awarded to Ralph Pill.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Jude Gates stated that the land around the Jail involved in the flood mitigation project has been surveyed by an engineer and the application will be resubmitted.

MB
Date 9/12/00

Mrs. Gates received a call last week from the DES. They are working with a large pool of volunteers who are monitoring the health of the Lamprey River. They have requested the assistance of one of the county's employees, John Harnden because of his expertise in this area. They take 6-8 samples every week during the swimming season as the State lab in Concord is very busy.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 12 applications for admission.

Bids were opened for frankfurters:

Cambridge Packing
Essem

MOVED: Commissioner Barrows to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for frialators:

Direct Supply
Calico Industries
Grainger
Heritage Food Services (returned)
Holyoke Equipment
NorthEast Food Services

MOVED: Commissioner Barrows to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 9/19/00

MOVED: Commissioner Barrows to award the bid for linen to Star Silk & Woolens, Textiles Sales, Inc., Victor Rome, and Acme Textile Company, Ltd., the low bidders, per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant stated that he has an appointment for Thursday with the Certificate of Need Board to discuss the Residential Care Project.

The rate adjustment for the Nursing Home rates is now expected to go into effect around October 1.

Mr. Sturtevant discussed the upcoming elections and that the County usually hosts election results coverage. The Commissioners office will send letters to the media and the Town Clerks with that information.

MOVED: Commissioner Barrows to authorize Rockingham County to host election night coverage for the September and November elections.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant discussed the issue of having nursing students from surrounding technical schools this fiscal year. He has met with the Salary Subcommittee and Rep. Weyler wrote a letter to the Commissioner of the Technical College system and have been in negotiations with Merrimack Valley College. The Nursing Home will be hosting Freshman year students this October. The Finance Dept. and Human Resources have copies of the resolution regarding hiring bonuses.

Bids were opened for Design/Construction Management for the Residential Care Project. Bids were received from:

Wrenn Associates, Inc.
Eckman Construction
Whitcher Builders
Hutter Construction Corporation
Bonnett, Page & Stone
Pro Con Construction, Inc.

Date MB
9/19/00

Brookstone Builders
North Branch
Horne Construction

MOVED: Commissioner Barrows to have a Jury Committee select 3 finalists from the above bidders who responded to the RFP and make a recommendation to the Board of Commissioners for interviews.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows and Commissioner Pratt volunteered to serve on the Committee to review bids. Mr. Sturtevant will contact Romet Aring about serving on this Committee.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that he is working on telephone maintenance problems with the Maintenance Dept. The Maintenance Dept. has been installing the air conditioning system in their offices.

Terri Schoppmeyer, the Expanded Food & Nutrition Education Program Coordinator, has received an award for the Jolly Green Giant Garden Project for children.

REPORT FROM SHERIFF'S DEPARTMENT:

Bids were opened for Sheriff's Department uniforms:

Galls Incorporated
Ben's Uniforms
Neptune, Inc.

MOVED: Commissioner to have the Sheriff's Department evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner .

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 9/19/00

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (c) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
August 8, 2000**

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Gene Charron, Martha Roy, and Maryann Brickett.

Discussion: Legal matters.

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Gene Charron, and Maryann Brickett.

Discussion: Contracts.

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, Theresa Young, Sandy Buck, Tim Dempsey, Jude Gates and Maryann Brickett.

Discussion: Financial contract matters.

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) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 9/19/00

MOVED: Commissioner Barrows to authorize the County to make a counter offer of \$5,500 on two lawsuits.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

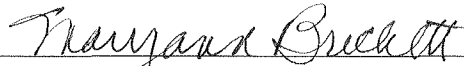
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:55 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
9/19/00

**COMMISSIONERS MEETING
COMMISSIONER BARROWS' OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
August 10, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Sandy Buck, Treasurer; Tim Dempsey, Assistant
Treasurer; Theresa Young, Finance Officer; Martha
Roy, Human Resources Director; Bill Sturtevant,
Nursing Home Administrator.

Commissioner Barka called the meeting to order at 11:00 a.m.

REPORT FROM THE TREASURER'S OFFICE:

Bids were opened for Bond Anticipation Notes:

TGH Securities
Eastern Bank
Fleet Securities

MOVED: Commissioner Barrows to award the Bond Anticipation Note to Fleet Securities, the low bidder, in the amount of \$1.5 million dollars, at the rate of 4.75% with \$3,300.00 premium and a net rate of 4.53% per the recommendation of the Edward Buck (County Treasurer), Theresa Young, (Finance Officer) and Cinder McNerney (Fleet Bank Boston).

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant also discussed with the Commissioners his meeting August 10 with CON staff.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (e) on a roll call vote.

Date MB
9/19/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONER BARROWS' OFFICE
ROCKINGHAM COUNTY NURSING HOME
August 10, 2000**

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, and Bill Sturtevant.

Discussion: Health Care Association lawsuit.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Martha Roy and Bill Sturtevant.

Discussion: Personnel matters.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to authorize the Human Resources Director to provide information requested by the Delegation Office's Right To Know inquiry stipulating that no confidential personnel information/ documents be released.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 9/19/00

MOVED: Commissioner Pratt to deny a request for exception to the hiring bonus protocol.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

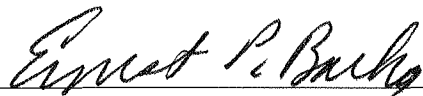
Meeting adjourned at 12:20 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 9/19/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
August 22, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Captain Joe Akerley, Sheriff's Dept; Supt. Gene Charron, Department of Corrections; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/ Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Maryann Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:35 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the June 27, July 18, July 25 and August 3, 2000 Commissioners' Meetings.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to approve the minutes of the July 11, 2000 Commissioners' Meeting.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Jim Reams expressed an interest in working with Gene Charron's staff to relieve the female population problem at the Jail.

Date mb
9/19/00

REPORT FROM THE SHERIFF'S DEPARTMENT:

Joe Akerley requested that the Commissioners sign a bid waiver for firearms equipment to Riley's Sport Shop, Inc. in the amount of \$16,109.20.

The Sheriff's Department recommended the uniform bid be awarded to Neptune Supply, the lowest bidder, in the amount of \$13,000.

MOVED: Commissioner Pratt to award the uniform bid to Neptune Supply, the lowest bidder, in the amount of \$13,000 per the recommendation of the Sheriff's Department.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail.

Supt. Charron stated that Phil Stanley, the new Corrections Commissioner, visited the female facility in Goffstown and the cap on female prisoners is still in effect.

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young reminded everyone that there is an Executive Committee Meeting Friday, September 8 at 9:30 a.m.

Based on the conference Mrs. Young attended, it is advisable to have a meeting between the County and the auditors in November to discuss Statement 34 as was previously discussed at the exit conference.

REPORT FROM HUMAN RESOURCES:

Martha Roy reported on the status of the Wentworth CDBG grant. There are outstanding permits that Ocean Properties needs, a driveway permit and a permit from the Office of State Planning for coastal consistency. Renovations are expected to begin this Fall and be completed by January 2002.

MB
Date 9/19/00

Human Resources is conducting a Supervisors Academy I training session on September 28, and a Supervisors Academy II training session on October 19. The topics are being developed. Sexual harassment training and NH Retirement System training are also being planned.

A blood drive will be held here September 1. Donors will receive a free T-shirt.

Martha Roy requested a Non-Public Session.

REPORT FROM THE HUMAN SERVICES DEPARTMENT:

Diane Gill stated that Rockingham County's portion of the \$2,000,000 credit from DEAS will be \$342,692.

Diane Gill updated the Commissioners on the DesFosses case settlement.

Regarding the DYDS rate setting, Diane Gill stated that when she meets with the Governor, she will state that the Association is willing to pay \$220/day. Rosemary Faretra has declined this offer.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the Nutrition Program is moving today. The new Delegation Department building renovations are going well and a new conference table is being ordered from the State Prison. The wiring and network plans are under way. Jude and Martha Roy will be doing a walk through of the old Admin Building on Friday.

Jude Gates requested a Non-Public Session.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 15 applications for admission.

Mr. Sturtevant recommended the frankfurter bid be awarded to Essem.

MOVED: Commissioner Pratt to award the bid for frankfurters to Essem in the amount of \$2.24 per pound per the recommendation of Mr. Sturtevant.

MB
Date 9/19/00

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for eggs:

Seigel

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for wheelchair parts:

Miriam Graves
Charron Medical
Life Plus
Rehabilitation Equipment

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for oxygen:

Life Plus
Keene Medical Products
American Home Care

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MB
Date 9/19/00

Bids were opened for gloves:

Brent Lyons
Oak Technical
Mr. & Mrs. Ronald Sirois
Pro Staff
Justice Packing
Safety Equipment (returned)
MedLine
Central Paper
Red Line
Carriage Hill

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant discussed the educational assistance program. Educational assistance is not taxable. Mr. Sturtevant hopes to award the assistance funds before the end of the year for the fall semester. Employees are required to submit a copy of the course and registration.

Mr. Sturtevant stated that he would be on vacation the following week.

The "Under The Tent" in-service program will be held September 14.

Mr. Sturtevant discussed the Health Care Association lawsuit filed against the State Department of Health & Human Services and possibly the Counties. A new suit has now been filed in Federal District Court. Rumor has it that a Motion has been filed with Superior Court in Merrimack County to have the State proceeding withdrawn without prejudice. The Counties are only named as defendants to certain Counts. At the next Association Meeting, September 15, there will be a motion made to have the latest assessment paid from the Association Surplus.

At the Affiliate Meeting, Doug McNutt informed everyone that the acuity-based rate adjustments for Nursing Homes will be effective October 1, as

MB
Date 9/19/00

of the first quarter of the year 2000. Rates should be published on or about September 1.

REPORT FROM THE MIS DEPARTMENT:

Commissioner Barka introduced Frank Stoughton, the new MIS Manager. Frank stated that he would be connecting the Jail to the County's inter-office e-mail system by the end of September.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (c) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
August 22, 2000**

Those present for NHRSA 91A:3 II (d) & (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Martha Roy, and Maryann Brickett.

Discussion: Legal matters.

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Roy Morrisette, Theresa Young, Nancy Lang, Steve Schulthess, Mary Ashcroft, and Maryann Brickett.

Discussion: Legal matters.

Those present for NHRSA 91A:3 II (d) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Jude Gates, Randall Sanderson, and Maryann Brickett.

Date MB
9/19/00

Discussion: A land matter.

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) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

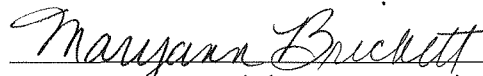
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:15 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
9/19/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 5, 2000**

Present: Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Martha Roy; Dick Carr, The Insurance Exchange.

Discussion: Employment Practices Policy.

The County will renew the Employment Practices Policy with Lexington Insurance for a minimum of 90 days. The Insurance Exchange will shop Employment Practices coverage and make a recommendation to the Board of Commissioners.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

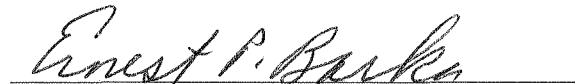
Commissioners work session adjourned at 10:00 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 9/19/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 5, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Martha Roy; Roy Morrisette; Bill Sturtevant; Judie
Milner; Dick Carr, Neil Lovett and Tracy Harvey, The
Insurance Exchange.

Discussion: Changes to RSAs relative to health insurance for Group I
employees effective January 1, 2001. The Commissioners will meet again
with the Insurance Exchange on September 19 at 9:30 a.m.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

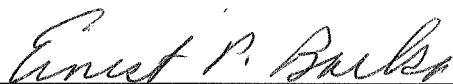
Commissioners work session adjourned at 11:00 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 9/19/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 5, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Sheriff Dan Linehan;
Supt. Gene Charron, Department of Corrections; Judie
Milner, Finance Office; Martha Roy, Human
Resources Director; Diane Gill, Human Services
Director; Jude Gates, Asst. Director of Engineering
and Maintenance; Frank Stoughton, MIS/
Telecommunications Manager; Bill Sturtevant, Nursing
Home Administrator; F. Joanne Shultz, Assistant Pro
Tem to the Commissioners.

Commissioner Barka called the meeting to order at 10:45 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

Commissioner Barka read two letters received by the Commissioners' Office commending Jude Gates and Bob Murphy from Brenda Blonigen in the Sheriff's Department. The second letter was from the Conservation District thanking Jude Gates, Bob Gilbert, Mark Ford, Wayne Scott and staff for all their assistance during the relocation of their offices.

The Commissioners' Office distributed 2 copies of the 1999 Rockingham County Annual Report to all departments present. Two copies of the Annual Report will also be distributed to all those departments not present.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Jim Reams reported that the Grand Jury is sitting this week.

The County Attorney requested a Non-Public session.

MB
Date 9/19/00

REPORT FROM THE SHERIFF'S DEPARTMENT:

Sheriff Linehan stated that the Sheriff's Department is expecting to take delivery of the new cruisers some time this week, along with the new van.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail. The situation for female prisoners has eased up slightly.

Supt. Charron stated that some art supplies were donated by a woman who is moving to Germany.

The Commissioners tabled signing the Mosler contract until further discussion.

REPORT FROM THE FINANCE DEPARTMENT:

Judie Milner stated that the Finance Office is busy getting ready for the 2001 budget.

The meeting scheduled for Wednesday, September 6 with the Commissioners, the County Attorney's office, the Finance Office and Human Resources, is rescheduled to 9:30.

REPORT FROM HUMAN RESOURCES:

Martha Roy reminded everyone that the agendas for the Supervisors Academies have been finalized. The dates are September 28 and October 19. Some of the subjects to be discussed are: Recent developments in employment law, personnel policies review panel featuring the Nursing Home Administrator, the Finance Officer and others. There will be discussions on "How to avoid a million dollar lawsuit."

REPORT FROM THE HUMAN SERVICES DEPARTMENT:

Diane Gill circulated her department's June report.

Mrs. Gill just submitted the June bill to the Finance Office for payment. The July bill has not been received yet. She called the State office this morning and they are about 10 days behind schedule.

MB
Date 9/19/00

She met with the Governor last week regarding DYDS rates. There is another meeting this Thursday with staff from DYDS, staff from the Attorney General's office and Commissioner George Maglares. They will be reviewing what the rates would be if administrative costs were deducted from the DYDS budget.

The next Association Meeting is a week from Friday, September 15.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates reported that the automatic doors installation is completed. An RFP for doors is going out this afternoon. The motion detector, which was unsatisfactory, was replaced Friday and is working much better.

The air conditioning unit was installed last week in the Extension Services building.

Maintenance has received numerous bids for the Driscoll II steel building. There was a site visit last week.

The Delegation and Nutrition department moves are going very well. The Nutrition Department is very pleased with their new offices. Martha Roy and Jude did a walk-through of the first level of the old Admin building last week.

Mrs. Gates received a faxed copy of the wetlands permit. A review by the Army Corps of Engineers is required. That review is scheduled for today. Mrs. Gates received a call Thursday from Water Resources who is doing the dam permit. They are satisfied with the work on the dam and the culvert, but want to reclassify the berm to a Class "B" in case the berm fails. They have requested a good deal more engineering work. Hopefully the engineer will get that together by the end of the week. Jude is reluctant to perform the work on the dam until all permits are in place.

The new conference table for the Delegation Office has been ordered from State Prison Industries.

Mrs. Gates is attending the Brentwood Planning Board meeting. Mrs. Gates has spoken with Phil Auger in Extension Services and Glen Greenwood, the Circuit Rider for Rockingham County.

MB
Date 9/19/00

The price of gasoline is much higher than was anticipated in the Maintenance budget. An order was placed on Friday and the price was \$1.17/gallon as opposed to \$.85/gallon earlier in the year.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report. There are 15 applications for admission.

MOVED: Commissioner Pratt to award the bid for the frialator to Northeast Food Services, the low bidder in the amount of \$1,300 per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barka to award the bid for oxygen to American Home Care Specialists, the current contractor, per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for eggs to Seigel per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barka to award the bid for wheelchair parts to the low bidders per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant stated that a collection is being taken up for an employee who lost their home due to a fire. Donations can be made to the Kathy Jewell Fund in the Nursing Department.

MB
Date 9/19/08

Mr. Sturtevant received notification of the proposed Medicaid rate change to be effective October 1. The Nursing Home rates will increase to \$125.94 from \$124.54, a \$1.40 increase. There is a public hearing on the new rate and the rate methodology scheduled for next Tuesday morning at 10:00. Mr. Sturtevant plans to attend.

The Deputy State Fire Marshall will be here September 6 for a tour of the facility.

The "Under The Tent" training and cookout will be September 14 from 7:00 a.m. to 5:00 p.m. Staff meals will be served outside. No food will be served in the cafeteria.

Mr. Sturtevant is awaiting ballots from the Secretary of State's Office for the September 12 election night coverage of race results by Nursing Home staff.

Mr. Sturtevant requested a Non-Public session.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton reported that he is getting familiar with the phone system, PCs and the networks. He is working on upgrading the server and software. The Jail server is done. The servers will be done here in preparation for linking the Jail and the Nursing Home together.

Frank had all the laser printers cleaned and serviced recently. The company that performed the services has offered a maintenance contract with them at no cost in exchange for the County purchasing their laser cartridges. They are equal to or less than the price we are currently paying. Frank will research this offer.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) and (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously and all voted in the affirmative on a roll call vote.

MB
Date 9/19/00

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
September 5, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Jim Reams, Martha Roy, and Joanne Shultz.

Discussion: Personnel matters.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Bill Sturtevant, Martha Roy and Joanne Shultz.

Discussion: Personnel matters.

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Martha Roy and Joanne Shultz.

Discussion: Legal matters.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) and (e) Commissioner Pratt moved to go out of Non-Public Session on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to approve the County Attorney's proposal regarding the Portsmouth District Court.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

mc
Date 9/19/00

MOVED: Commissioner Pratt to have the Chairman sign the settlement documents for two lawsuits.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

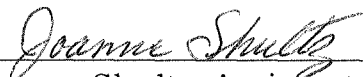
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 11:53 a.m.

Respectfully submitted,



Joanne Shultz, Assistant Pro Tem to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
9/19/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 6, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Martha Roy; Roy Morrisette; Theresa Young.

Discussions:

1. Presentation for 9/8 Executive Committee Meeting.
2. Health Insurance 2001.
3. Meeting with Rep. Francoeur 9/8. Re: Suggested legislation for 2001.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

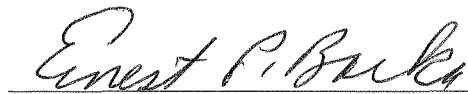
Commissioners work session adjourned at 11:00 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

MB
Date 9/19/00

**COMMISSIONERS WORK SESSION
COMMISSIONER BARKA'S OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
September 8, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Discussion: Presentation for Executive Committee Meeting at 9:30.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Work session adjourned at 9:25 a.m.

Respectfully submitted,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Received by,



Ernest P. Barka, Chairman
Rockingham County Commissioners

Date 10/17/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 19, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Joanne Fortier, (Acting Director PBO) and David Place,
(Chief PBO), Probation Department; Maryann E.
Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the work session to order at 11:35 a.m.

The Commissioners, David Place and Joanne Fortier discussed the Probation Department lease which is due for renewal or expiration on November 6, 2000. The Commissioners requested that Mr. Place submit a written proposal prior to the October 6 deadline for notification.


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

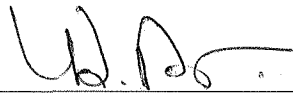
The work session adjourned at 12:00 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 10/17/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 19, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Cathy Stacey, Register of Deeds; Capt. Joe Akerley, Sheriff's Dept.; Supt. Gene Charron, Department of Corrections; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/ Telecommunications Manager; Nancy Lang, Asst. Nursing Home Administrator; Maryann E. Brickett, Executive Assistant to the Commissioners.

Also present: Rep. Warren Henderson and Marie Cappello, REDC.

Commissioner Barka called the meeting to order at 10:30 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

Rep. Warren Henderson and Marie Cappello gave the Commissioners an update on the REDC Comprehensive Economic Development Strategy. Rep. Henderson expressed a desire to reduce all this information to CD ROM form. Rep. Henderson passed out several copies of the REDC plan. Further copies of this booklet will be available in a couple of months. Rep. Henderson thanked the Commissioners and County staff for assisting with the \$1,000,000 Wentworth Project grant. Rep. Henderson also discussed their web site and improvements he wished to make in the future.

Marie Cappello stated that all 37 towns in Rockingham County and approximately 100 people were involved in making this endeavor successful.

MB
Date 10/17/00

MOVED: Commissioner Pratt to approve the minutes of the August 8, 10, 22 and September 5, 6, & 8, 2000 Commissioners Meetings.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to approve the minutes of the July 28, 2000 Commissioners Meeting.

SECONDED: Commissioner Barka.

MOVED: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Bids were opened for evidence presentation equipment:

Turbotek
New England Computer Brokers

MOVED: Commissioner Pratt that the County Attorney's Office evaluate the proposals and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey informed the Commissioners that several Rockingham County employees had been nominated for awards at the annual New Hampshire Association of Counties Conference. Several have been selected to receive an award at the Conference.

Mrs. Stacey requested a Non-Public Session to discuss an employee matter.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Capt. Joe Akerley stated that Sheriff Linehan was attending a meeting out of town this morning.

MB
Date 10/17/00

The Sheriff's Department has made arrangements with Burke Truck & Tractor for the new van to be delivered today. It is an excellent vehicle and Capt. Akerley expressed the opinion that the Sheriff's Department had gotten an excellent trade.

The Sheriff's Department has acquired 4 new cruisers. Two vehicles from the fleet will go to Burke Truck & Tractor as part of the van trade-in and 2 will be used for spare parts.

Capt. Akerley stated that several communities were concerned about emergency management procedures in Rockingham County.

Capt. Akerley reported that Sgt. Brenda Blonigen had requested Bob Murphy of the Maintenance Department to construct a "stretch box" for utilization in physical assessment screening. Sgt. Blonigen sent a thank you letter to Asst. Director Jude Gates. Sgt. Blonigen is one of the few in our State who is certified to do physical assessment screening. Commissioner Pratt asked that the Sheriff's Dept. coordinate with Occupational Health. This saves the County a great deal of money every year. Sgt. Blonigen also had a stair stepper machine made for these test procedures.

Capt. Akerley thanked the Maintenance Dept., especially Jude Gates and Bob Murphy for their assistance with this and Jim Dills for his ability to keep all the Sheriff's Dept. vehicles continually on the road with very few breakdowns.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail.

There have recently been two graduates from the Corrections Academy. Supt. Charron expressed that this was the best graduation he ever attended.

The Jail has received a defibrillation unit at no charge from the Exeter Hospital. The Jail trained personnel to operate this device.

Supt. Charron recommended McKesson-Medline for the vinyl glove proposal award in the amount of \$27.00 per case.

MB
Date 10/17/00

MOVED: Commissioner Pratt to award the proposal for vinyl gloves for the Nursing Home and Jail to McKesson-Medline in the amount of \$27.00 per case per the recommendation of Supt. Charron.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

Supt. Charron discussed the renewal of the V.I.N.E. contract for the Jail and Rockingham County. The original service agreement date was February 10, 1998 and the renewal term is August 1, 2000 through July 31, 2001. The annual fee for this program is \$16,386.00, with monthly billing at \$1,364.00.

MOVED: Commissioner Pratt to renew the V.I.N.E. contract for a period of 12 months at an annual fee of \$16,386.00 and authorize the Chairman to sign the required documents.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young reported that the Finance Dept. has received the tax apportionments for the towns in Rockingham County.

The Quarterly Meeting for the 3rd quarter is October 20. The Finance Dept. will need accruals and transfers by Monday, September 25.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that all departments have received training information for fall programs and seminars. Mrs. Roy requested that all departments notify Joanne Shultz as to who would be attending from their departments.

The next CMT Meeting will be Tuesday, September 26 at 10:00 a.m. in the Commissioners' Conference Room. Mrs. Roy will distribute an agenda as soon as possible.

MB
Date 10/17/80

REPORT FROM THE HUMAN SERVICES DEPARTMENT:

Diane Gill gave an update on the DCYF situation. Commissioner Shumway has approved a provider rate increase effective October 1 at 3%.

The Human Services budget will most likely need a transfer and Mrs. Gill will discuss this with Mrs. Young. There have been many increases in nursing care expenses, especially for intermediate care and HCBC.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Mrs. Gates reported that concerning the jail wetlands mitigation project, work would soon begin on the culverts.

Jude Gates discussed with the Commissioners whether or not it would be necessary to have the specs for the water tower proposal reviewed by an attorney. The Commissioners expressed the opinion that Mrs. Gates should use her own discretion and perhaps she could consult with Martha Roy who has prior municipal experience. If an attorney is used he should have expertise in environmental law because of the lead issues.

Progress is being made on all the new space allocation projects. The old Admin Building renovations for the Human Resources relocation are also going well.

A representative from Metro Guard was here today to do physical plant inspection. Jude will check with Martha Roy regarding risk management exposure and employment practices. He made several good suggestions for improvements.

The State Fire Marshall came in last week for an informal walk-through of the Nursing Home. He was very complimentary and will be coming later for a formal inspection.

Bids were opened for steel storage sheds:

Rome Construction
Flynn Construction Corp.

mB
Date 10/17/00

MOVED: Commissioner Pratt that the Maintenance Department to evaluate the proposals and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE NURSING HOME:

Nancy Lang stated that the Nursing Home is continuing to recruit new employees in many departments. The "Under The Tent" program was a great success again this year and is a great money and time saver.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton reported he is continuing to work on connecting the Jail to the county e-mail system.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (b) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously.

Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (c) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously.

MB
Date 10/17/00

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
September 19, 2000**

Those present for NHRSA 91A:3 II (b) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Cathy Stacey, Martha Roy, and Maryann Brickett.

Discussion: A personnel matter.

Those present for NHRSA 91A:3 II (c) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Gene Charron, Martha Roy, and Maryann Brickett.

Discussion: A contract matter.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (b) and (c) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously.

MOVED: Commissioner Pratt to approve a waiver to Chapter 8, Section 13 of the Rockingham County Personnel Policies & Procedures.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:35 a.m.

MB
Date 10/17/00

Respectfully submitted,

Maryann Brickett
Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,

K.K. Pratt
Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 10/31/00

**COMMISSIONERS WORK SESSION
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
September 28, 2000**

Present: Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Rep. Vivian Clark, Chair-Long Range Planning Committee;
Bill Sturtevant, Director, RCNH; Jude Gates, Asst. Director-
Engineering & Maintenance; Rommett Aring, Architect.

Commissioner Barrows called the work session to order at 9:00 a.m.

The Commissioners, and those present interviewed the following
builders/construction companies:

9:00	Brookstone Builders
9:45	Hutter Construction
10:45	Bonnett, Page & Stone
11:30	Pro Con Construction

The interview with Brookstone Builders was presented by Sandra Hodge, W. Norm Sturtevant and Robin Tufts of JSA Inc., Gordon Schaaf, Mark Gemmiti and Robert Coll of Brookstone Builders, Mark Luchini of Luchini, Milfort & Goodell, and Roomet Aring of Aring & Associates.

The interview with Hutter Construction was presented by Jonathan Halle, of Sherman Greiner Halle Ltd., Quentin Jones, Vice President and Gary Bertram, President of Hutter Construction Corporation.

The interview with Bonnett Page & Stone was presented by Randy Remick, Vice President and Steven Page of Bonnett, Page & Stone, and Chip Krause of CMK Architects.

The interview with Pro Con Construction was presented by John Samenford, Matt Wirth, Jim Drugg and Paul Goldberg.

Items discussed including % of importance were:

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Date 10/31/00

1. 10% - Demonstrated experience in similar work in excess of \$1,000,000 over the past 10 years.
2. 20% - Professional background, experience and expertise of the project team members.
3. 10% - References received on behalf of the CM/Design Team firms as well as for the individual project team members.
4. 20% - Safety will be critical on this project. Therefore, each firm's safety plan and EMR will be weighed.
5. 10% - Familiarity and experience with a Design/Construction Management team approach.
6. 15% - Record of firm in accomplishing work on other projects in required time frame.
7. 10% - Recent experience showing accuracy of cost estimates.
8. 5% Basic fees proposed.
9. Less 10% - Although attendance of site visit is not mandatory, failure to attend te site visit will cause 10% to be reduced from score.

A list of criteria and conditions is attached.

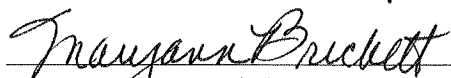
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.


The work session adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date 10/3/00 ^{MB}

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
October 3, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Cathy Stacey, Register of Deeds; Capt. Joe Akerley, Sheriff's Dept.; Supt. Gene Charron, Department of Corrections; Kathy Nikitas, Finance Office; Martha Roy, Human Resources Director; Dawn Barnes and Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/ Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann E. Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:30 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

MOVED: Commissioner Barrows to approve the minutes of the September 5, 2000 Commissioners Meeting.

SECONDED: Commissioner Barka.

MOVED: 2 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows announced that the "Mud In Your Eye" bike race this past weekend was a tremendous success.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Jim Reams stated that bids for evidence presentation equipment were opened at the last Commissioners' Meeting. Both bids received were high and he recommends rejecting the bids to allow their office to continue to seek a lower price.

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Date 10/31/00

MOVED: Commissioner Barrows to reject the bids for evidence presentation equipment per the recommendation of the County Attorney's Office.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey distributed her monthly report. Although the document count is down 23%, tax transfer stamp revenue is up 51%.

Her office is experiencing problems with Citizens Bank relevant to bank deposit pickups. The Assistant Treasurer and the Finance Office are aware of the problems and are currently seeking bids for banking services.

Mrs. Stacey will be attending the Annual New Hampshire Association of Counties Conference next week and hopes to see many County employees there.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Captain Akerley reported that he will not be attending the NHACo Conference.

The Deerfield Fair ended this weekend and the Rockingham County Sheriff's Department worked with the Deerfield Police Department to provide security for the event, covering 130-145 shifts.

Sheriff Linehan is meeting with several police departments this morning and could not attend the Commissioners' Meeting.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail, which included a chart. The total population is 283, with 264 in the facility, 168 pre-trial, 120 sentenced, 45 immigration and 5 state prisoners.

REPORT FROM THE FINANCE DEPARTMENT:

Kathy Nikitas delivered budget packages to all departments. The Commissioners will review and send out with a letter from the Commissioners Office. A proposed budget schedule is included in the budget package.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that the Supervisors Academy I went very well last week. The Supervisors Academy II is scheduled for Thursday, October 19. The Benefits Fair and New Hampshire Retirement Systems training will be held October 26.

REPORT FROM THE HUMAN SERVICES DEPARTMENT:

Dawn Barnes requested that the Commissioners sign the 6% Incentive Fund grant letters and accept the recommendations totaling \$120,050.40 which includes \$17,100 reserved from July. The next grant review is Monday, January 8, 2001.

MOVED: Commissioner Barrows to accept the recommendations of the Grant Review Committee totaling \$120,050.40 which includes \$17,100 reserved from July.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Diane Gill distributed her monthly report for July and stated she would be meeting with Theresa Young tomorrow about the status of the budget.

Diane Gill read a thank you letter she received from a young girl who was the recipient of a \$395 grant for soccer camp.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that she had three bids to open. The Army Corps of Engineers permit arrived yesterday for the mitigation project. Work on the culverts will begin next week.

The vinyl siding is being placed on the horse barn. The project is going very well.

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Mrs. Gates stated that the quotes she received for prices on the construction of the new steel building are considerably higher than anticipated. She is negotiating with the contractors and should be ready to award the bid in two weeks.

Commissioner Pratt presented Mrs. Gates with a pen & ink sketch of some beavers she bought at the Deerfield Fair.

Bids were opened for Armstrong ceiling tiles:

Pitcher Associates, Inc.
Kamco Supply Corp. of Boston

MOVED: Commissioner Pratt that the Maintenance Department evaluate the proposals and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for Lithonia Fluorescent Fixtures:

General Electric Company
Eagle Electric Supply Company
Seamans Electrical Distributors
Ralph Pill Electric
Graybar Electric Company, Inc.

MOVED: Commissioner Pratt that the Maintenance Department evaluate the proposals and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for Automatic Doors:

Door Control, Inc.
Northeast Door Corp.

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MOVED: Commissioner Pratt that the Maintenance Department evaluate the proposals and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to award the bid for the Driscoll/Mitchell portion of the ventilation exhaust system RFP to Palmer & Sicard, Inc. in the sum of \$6,800.00 per the recommendation of the Maintenance Department.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

The Commissioners signed a bid waiver in the amount of \$9,500 for land survey of the main County complex by James Verra Associates, Inc.

The Maintenance Dept. received another thank you letter for their assistance with a department move. This letter was from The Nutrition/ Meals On Wheels Program.

REPORT FROM THE NURSING HOME:

The Commissioners read a letter from NH Public Television awarding Bill Sturtevant the Elizabeth Campbell Outstanding Public Broadcasting Volunteer Award. A copy is attached.

Mr. Sturtevant stated that many volunteers put in a lot of hours at New Hampshire Public Television. Everyone gave Mr. Sturtevant a standing ovation.

Mr. Sturtevant gave the census report for the Nursing Home. The total number of residents is 256 with 83 in the Adult Medical Day Care Program.

Staffing continues to be a problem, especially in the nursing and food service departments. The 3-11 shift has become most critical since school reopened. The Dietary Department is still looking for a cook. Mr. Sturtevant has done a new wage survey.

Bids were opened for juice:

New England Food Center
U. S. Food Service
Garelick Farms
Springfield Food Service
Crowley

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate and award the juice bids.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant discussed the Residential Care Project contractor interviews, which were held last week. A concern was raised about sub-contractor performance bonds, especially in today's market where an adequate number of employees is such a problem. Mr. Sturtevant has spoken with Rep. Clark about the interviews.

MOVED: Commissioner Barrows to have Mr. Sturtevant commence negotiations with Brookstone Construction. A condition to be required in the contract will be all subcontractors providing performance bonds prior to establishing a contract. The Commissioners are to meet with Mr. Sturtevant and Brookstone Construction at such time that a contract is drafted. The County Attorney, Jim Reams, will review the contract.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton reported that he is still working on the Jail connections, but due to scheduling issues, the project will be completed in November.

Mr. Stoughton has been researching leasing PCs and presented the Commissioners with a proposal for the 2001 budget. He would like to meet with the Commissioners to discuss further. Mr. Stoughton has been

MB
Date 10/31/00

speaking with Rep. Norm Majors about the Telecommunications Subcommittee Meeting this Friday at 9:30 a.m.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that his staff was kept very busy this past weekend with events at the Deerfield Fair and that attendance at this year's Fair was larger than ever. Commissioner Barka thanked the members of the Sheriff's Department for their assistance with security at this weekend long event.

Commissioner Pratt circulated "Right To Know Request Forms" to every department and requested that they use them for all information requests and copy the Commissioners.

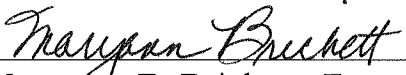
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 12:00 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 10/31/00

**COMMISSIONERS WORK SESSION
COMMISSIONER BARROWS OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
October 10, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Dick Carr, The Insurance Exchange; Supt. Gene Charron; David Hunt, Branch Manager and Paul Vercellin, Account Executive from Mosler.

Commissioner Barka called the work session to order at 10:10 a.m.

Supt. Charron stated that he has experienced numerous problems with the service contract with Specialty Underwriters and response time for service calls from Mosler. The contract with Specialty Underwriters is a time and materials arrangement. The original contract with Mosler included the ready use of a bucket truck to service remote cameras and the response time was much better. A chronology list was circulated to everyone present.

Paul Vercellin explained that with the direct Mosler contract, there was sufficient funds built in to the contract to allow for spare parts to be kept on hand, which improved the response time.

Supt. Charron commented that a "seamless transaction" was promised with the conversion to Specialty Underwriters. This has not been the case.

Dick Carr clarified that a scissor lift was to be provided by the County.

Tom Greisch, who was participating in this meeting via teleconference call, stated that when calls come in to the Specialty Underwriters Dispatch Center, a cost estimate is done for the particular service call, a purchase order number is provided, and approvals for repair or replacement are usually brief. A call is then placed to Mosler with a P.O. number and directions. Supt. Charron stated that he usually gets numerous dispatchers for the same service call. A senior staff person would make the decision in the case of a replacement in the sum of

MB
Date 12/31/00

\$1,600. Supt. Charron and Dick Carr agreed that the security of the prison is paramount. After a technician is dispatched to the site, at that point he calls in to Dispatch with an evaluation of the problem and it is decided whether or not to repair or replace the part. This is more cost effective. Tom Greisch stated that repair or replacement was situation specific.

Dave Vercellin stated that when the Jail was dealing directly with Mosler, they would go out on the service call with a spare part just in case it would need to be replaced. This saved a lot of time in a lot of cases.

Frank Jones said that Mosler does not stock Javelin parts and many parts have been discontinued.

Paul Vercellin stated that this is the only Javelin system in the State of New Hampshire. The \$1,600 part is the pan-tilt motor which drives the camera. Perhaps this is a part that could be stocked, as usually just the motor needs to be replaced.

Commissioner Barrows stated that the Jail equipment is old and should be regularly updated. Commissioner Barrows also suggested that perhaps arrangements could be made to have a bucket truck available from Unutil or some other vendor. Commissioner Barrows also suggested that Gene Charron could have spare parts available at his facility, which the County actually bought.

Commissioner Pratt suggested that a service contract is fairly expensive, about \$25,000 a year, and perhaps leasing a surveillance system might be more cost effective.

Paul Vercellin stated that with the direct Mosler contract, everything was inclusive. This included regularly replacing equipment parts. Supt. Charron stated he would be sending out an RFP for a replacement system. Would it be more cost effective to lease a system, buy a new system or continue to replace parts on this system for a while?

Paul Vercellin suggested that perhaps the Jail system could be upgraded a little at a time as all the necessary wires are already in place.

Commissioner Pratt stated that the Specialty Underwriters contract is being extended until December 31. This gives everyone 3 months' time to do their best and find a solution to all the problems.

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Date 10/31/00

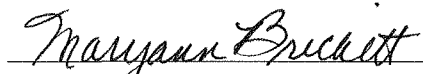
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Commissioners work session adjourned at 11:30 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 10/31/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
October 17, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Cathy Stacey, Register of Deeds; Capt. Joe Akerley and Christine Croto, Sheriff's Dept.; Supt. Gene Charron, Department of Corrections; Cheryl Hurley, Delegation Office; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Roland Barnaby, UNH Cooperative Extension; Maryann E. Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:37 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the September 19, 2000 Commissioners Meetings.

SECONDED: Commissioner Barrows.

MOVED: 3 Yea. Motion passed unanimously in the affirmative.

The Commissioners will be meeting with the Probation Department concerning their lease renewal at 11:30.

REPORT FROM THE COUNTY ATTORNEY'S OFFICE:

Jim Reams had no report.

MB
Date 10/31/00

unfilled positions, etc. Roland Barnaby stated that he has already prepared his draft working budget and his operating budget is less than last year. The Commissioners stated that draft operating budgets are due by October 31.

REPORT FROM HUMAN RESOURCES:

Martha Roy reminded everyone that Thursday is the Supervisors Academy II beginning at 8:00 a.m. Bill Sturtevant, Theresa Young, Roy Morrisette, Attorney Jim Reidy and a panel will be discussing the Personnel Policies.

The Benefits Fair is Thursday, October 26 from 10-4. For employees who can not attend, the representatives will gladly schedule personal appointments. A notice about the Benefits Fair was included in last week's paychecks.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the horse barn siding project is going very well. The space allocation projects are also going very well. The Delegation Office move should be completed by the end of the month. The network is complete and there is some wiring still to be done.

Regarding the flood mitigation project, the last pieces of requested information are in the hands of Water Resources. The pond has been upgraded to a Class B hazard. The preliminary review has been done, appears to be fine and we should have an answer within a week or two.

A pressure test on the 4th main line under North Road and to the Jail from the lift station is being conducted. There is money in this year's budget to replace the lift station and that line. The County has contracted with an engineer to do an engineering review of the facility, to supervise the pressure testing of the line and to ensure compliance with State regulations. The individual who did the original design on the wastewater treatment system from The Turner Group went to work for the State for 5 years, but is now working again for The Turner Group and doing the work for the County. Jude expects a comprehensive report within about a month.

MOVED: Commissioner Pratt to make the following bid awards per the recommendation of Jude Gates:

Lithonia fluorescent fixtures to Eagle Electric Supply for \$5,200
Armstrong ceiling tiles to Kamco Supply Corp. for \$3,625
Atrium auto door to Northeast Door Corp. for \$4,560

Steel storage shed to Rome Construction for \$109,250

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE NURSING HOME:

Bill Sturtevant gave the census report for the Nursing Home. There are 252 residents and 13 applications for admission. Mr. Sturtevant is being very careful with admissions due to the staffing situation, especially on the 3-11 p.m. shift. Many staff are putting in a lot of overtime.

Bids were opened for Chux:

Central Paper
Gulf South

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

Bids were opened for paper:

Northeast Paper
Portsmouth Paper
Central Paper
Interboro Packaging
Reed Distributors
Allied Supply

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MB
Date 10/21/00

Mr. Sturtevant notified the Commissioners of the meeting in Concord on Monday, October 23 at 9:30 a.m. in the Health and Welfare Building regarding the application for the Nursing Home bed conversion project. Mr. Sturtevant stated that he would be attending the meeting. Mr. Sturtevant spoke with John Wallace, the Deputy Commissioner of Health and Human Services. Mr. Sturtevant will be calling Mr. Wallace prior to Monday's meeting to discuss the project so that he may give Rockingham County his support for the project. Mr. Sturtevant stated that the Commissioners were more than welcome to attend the meeting. Mr. Sturtevant discussed this matter at his Subcommittee Meeting yesterday and will discuss it further at Friday's Executive Committee Meeting.

Mr. Sturtevant received a copy of the proposed construction contract from Brookstone Construction. The contract needs to be reviewed by an attorney before the Commissioners approve and sign. Commissioner Barka stated that the Commissioners would decide which attorney should review the contract as time is of the essence.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton is working on his department budget.

Bids were opened for networked personal computers:

Turbotek Computer Corp.
Dell Marketing L.P.
Gateway Companies, Inc.
Cocci Computer Services

MOVED: Commissioner Pratt to have the MIS Department evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that he is working on his department budget.

Nada Haddad, Extension educator for agricultural resources, has been named Coordinator for the New Hampshire Coalition for Sustaining Agriculture. One

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10/21/00

of the projects this group has done is to create a resource center for all the towns in Rockingham County to preserve rural character through agriculture. They encourage towns that have agricultural areas left to preserve them and work with them toward that goal.

Commissioner Pratt stated that she wished to serve as the Commissioners' representative on the Rockingham County Cooperative Extension Advisory Council. Commissioner Barka concurred.

OTHER BUSINESS:

Commissioner Pratt mentioned that at the New Hampshire Association of Counties Conference last week, several County employees received employee of the year awards:

- | | |
|--------------------|-------------------------------------|
| Supt. Gene Charron | Jail Superintendent of the Year |
| Dep. Al Wright | Corrections Employee of the Year |
| Ruth Griffin | Edna McKenna Award |
| Dawn Barnes | Human Services Employee of the Year |
| Cathy Stacey | Register of Deeds of the Year |

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (d) on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
October 17, 2000**

Those present for NHRSA 91A:3 II (d) were Commissioner Barka, Commissioner Pratt, Jude Gates, David Place and Maryann Brickett.

Discussion: The Probation Department lease renewal.

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There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (d) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to approve a 6-month extension to the Probation Department lease.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

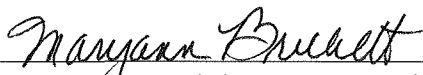
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.


Meeting adjourned at 11:50 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 10/31/00

**COMMISSIONERS MEETING
COMMISSIONER BARROWS' OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
October 24, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Attorney Steve Schulthess, Mary Ashcroft and Nancy Lang.

Commissioner Barka called the meeting to order at 10:30 a.m.

Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (e) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONER BARROWS' OFFICE
ROCKINGHAM COUNTY NURSING HOME
October 24, 2000**

Those present for NHRSA 91A:3 II (e) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Attorney Steve Schulthess, Mary Ashcroft and Nancy Lang.

Discussion: Settlement of 2 workers comp cases.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (e) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barrows.

Date 10/31/08

VOTE: 3 Yea. Motion passed in the affirmative.

Commissioner Barrows and Commissioner Pratt met with Theresa Young and Diane Gill to discuss Rockingham County Human Services bills from Health and Human Services and their effect on the County budget.

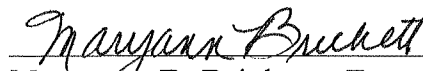
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Commissioners work session adjourned at 11:30 a.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 11/21/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
October 31, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Jim Reams, County Attorney; Sheriff Dan Linehan; Supt. Gene Charron, Department of Corrections; Cheryl Hurley, Delegation Office; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Lynn Garland, UNH Cooperative Extension; Maryann E. Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:40 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the October 3, 10, 17 & 24, 2000 Commissioners Meetings.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Barka to appoint Commissioner Pratt to the UNH Cooperative Extension Advisory Board.

SECONDED: Commissioner Pratt.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail.

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Date 11/21/00

Supt. Charron recommended that Portsmouth Paper Co., Interboro Packaging and Central Paper Company the low bidders be awarded the paper/plastic bid per the recommendation of Supt. Charron.

MOVED: Commissioner Pratt to award the paper/plastic bid to Portsmouth Paper Co., Interboro Packaging and Central Paper Company the low bidders per the recommendation of Supt. Charron.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE FINANCE DEPARTMENT:

Theresa Young reminded everyone that budgets are due in to the Finance Office today. Mrs. Young requested that if any department is not planning to have their 2001 proposed budget in today to please give her a call. Accruals, encumbrances and projections are also due today. Anything that is not included in the accruals and encumbrances will be rolled into fund balance as of November 1.

Mr. Sturtevant stated that his budget would be done Friday of this week. Commissioner Barka stated that the Commissioners' budget would be level funded again this year.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that there have been delays getting all the health and dental information for the coming year. She suggested delaying open enrollment to November 7 through December 7, 2000.

MOVED: Commissioner Pratt to change the open enrollment period to November 7 through December 7, 2000.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM HUMAN SERVICES:

Diane Gill stated that she would be meeting with the Finance Office later in the day to go over her department budget. She included in her budget package several e-mails from Catherine Keane of Health and Human Services. Mrs. Gill

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had requested an explanation of their budget especially certain unbudgeted items.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that her budget would be complete upon meeting with Theresa Young. The fuel budget for next year would be increasing. Commissioner Pratt requested that Mrs. Gates call Concord for more current information regarding deregulation. Mrs. Gates stated that Public Service at the moment is the only provider of electricity in this area. No other providers are willing to move into this area at this time. Mrs. Gates has spoken to New Hampshire Electric Coop and they are not considering providing electricity to this area or expanding their customer base at this time.

Commissioner Barka stated that years ago the Commissioners wanted to build a trash plant on county property, which Wheelabrator-Frye was willing to build. It would have provided us with all our electrical needs. The towns of Exeter and Derry were against this proposal. The new fuel bid will go out in January. Our current contract goes through the end of March.

The siding on the horse barn will be completed this week after the repairs on the bucket truck are completed. The Driscoll/Mitchell mechanical room ventilation system is currently being installed.

The Delegation Office move will be on Friday. Frank Stoughton will be handling the network. The phone system will be taken care of and will have the same extension. The hardwood floor was refinished.

The final permit on the Jail mitigation project was received yesterday. Work will begin next Monday.

REPORT FROM THE NURSING HOME:

Bill Sturtevant gave the census report for the Nursing Home. There are 249 residents.

Mr. Sturtevant recommends Central Paper be awarded the bid for under pads in the amount of \$18.40/case. Mr. Sturtevant also recommends the other paper bids be awarded to the low bidders, Central Paper, Interboro Packaging, North Center Foods and Portsmouth Paper.

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Date 11/21/00

MOVED: Commissioner Pratt to award the bid for under pads to Central Paper in the amount of \$18.40 and the other paper bids to Central Paper, Interboro Packaging, North Center Foods and Portsmouth Paper per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

Mr. Sturtevant stated that this is the time of the year when daily rates are set, effective January 1. The current private pay rate is \$165.31. Mr. Sturtevant recommends that the private pay rate be increased to \$175.00 effective January 1, 2001. Mr. Sturtevant needs to give 60 days notification with November bills.

MOVED: Commissioner Barrows to increase the Nursing Home private pay rate from \$165.31 to \$175.00 a day effective January 1, 2001.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant was asked to work on the Pro Share Dollars Work Group put together by Commissioner Shumway. This brings approximately \$1,000,00 a year into Rockingham County. The Health Care Finance Administration in Washington has put forth some rules, which reduce those dollars, and the purposes they can be used for. These changes will be effective in the Federal FY 2003. The scenarios that were run show a reduction in dollars received in the year 2003. The counties will not notice a change until 2005.

Commissioner Barka commented that a small museum to preserve and exhibit Rockingham County history might be developed.

Bids were opened for bulk cereal:

Choinard
Springfield Food Service
Shaheen

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

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SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

Bids were opened for individual cereal:

Choinard
Springfield Food Service
Shaheen

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

Bids were opened for potato chips:

Choinard

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

Bids were opened for pharmacy services:

NeighborCare
Sunscript
UniCare

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

Mr. Sturtevant stated his budget package would be ready by Friday.

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Mr. Sturtevant stated that the Certificate of Need (CON) Board voted to allow the Nursing Home to submit an application for a certificate of need. Their recommendation was to submit 2 applications, one for the Driscoll wing to be moved and a second application for the new residential care facility. Mr. Sturtevant will be working on that over the next 30-45 days.

Mr. Sturtevant met with Commissioner Barka, Commissioner Barrows, Rep. Clark, Attorney Steve Hermans, Robert Coll, President of Brookstone Builders and Norm Sturtevant, architect from JSA Inc. The contract was reviewed and a number of items and changes were negotiated. This is the final contract, which has been recommended by Attorney Hermans. The date services would commence under Article 10.1 has been left blank. The date of November 1, 2000 was filled in by hand and initialed. The completion of documents for filing the Certificate of Need application would be 30 days from the date the contract is signed (December 1, 2000). The final copy of the contract will require the signature of the Chairman of the Board of Commissioners. The Commissioners will only be signing Part I of the contract, the design piece. Brookstone Builders' fee will be \$69,500. Mr. Sturtevant will speak with the Finance Department regarding payment. Payment is due within 20 days of the invoices. Failure to pay in a timely manner will result in a 10% penalty fee per payment.

MOVED: Commissioner Barrows to approve the design piece of contract with Brookstone Builders and to authorize the Chairman of the Board of Commissioners to sign Part I of the contract.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Part II will not be signed until Mr. Sturtevant receives the final documents with the guaranteed maximum price.

Martha Roy volunteered to pick up copies of the appropriate sample ballots for November 7 from the Secretary of State's office.

Mr. Sturtevant requested a non-public session with the Commissioners.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton is working on his department budget.

MB
Date 11/21/00

Bids were opened at the last Commissioners' Meeting for networked personal computers. Mr. Stoughton recommended that those bids be rejected, as some of the specs were incorrect. Corrected bids were subsequently sent out.

MOVED: Commissioner Pratt to reject the computer bids that were opened at the October 17 Commissioners' Meeting per the recommendation of Frank Stoughton for the reason given.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bids were opened for networked computers:

Cocci Computer
Gateway
Turbotek Computer Corp.
Dell Marketing LP

MOVED: Commissioner Pratt to have the MIS Department evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Lynn Garland stated that Mr. Roland Barnaby was at a conference. Lynn also stated that they are having a storage problem at their office. Mr. Barnaby is working on the 2001 budget proposal, keeping in mind the current spending freeze. Their department programs are very busy this time of the year.

There being no further business to come before the Commissioners, Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

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**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
October 31, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Bill Sturtevant and Maryann Brickett.

Discussion: Shift differential increases for employees working Thanksgiving and Christmas.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) Commissioner Barrows moved to go out of Non-Public Session.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Barrows to authorize the payment of time and a half pay for all Nursing Home and Maintenance employees working the 11 p.m. shift on Thanksgiving eve until 11 p.m. on Thanksgiving Day and the 3 p.m. shift on Christmas eve, December 24, until 11 p.m. on Christmas Day, December 25.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 11:50 a.m.

MB
Date 11/21/00

Respectfully submitted,

Maryann Brickett

Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,

W.A.

Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 11/21/00

**COMMISSIONERS MEETING
COMMISSIONER BARROWS' OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
November 2, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Bill Sturtevant; Martha Roy; Roy Morrisette; Theresa Young; Judie Milner; Frank Stoughton; Maryann Brickett.

Commissioner Barka called the meeting to order at 11:02 a.m.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton made a recommendation to the Commissioners to award the bid for the leased networked computers to Gateway through Direct Leasing of Portsmouth, New Hampshire in the amount of \$26,880 for 20 computers, at a price of \$1,344 each. The County Attorney will review the lease. After 3 years' time, the computers may be purchased for \$1.00 each. Theresa Young recommended including the non-appropriations clause in the lease. Frank Stoughton will review the leasing issues, i.e. the differences between a capital or operating lease.

MOVED: Commissioner Pratt to accept the recommendation of the MIS Manager to award the bid for the leased networked computers to Gateway through Direct Leasing of Portsmouth, New Hampshire in the amount of \$26,880 for 20 computers, at a price of \$1,344 each.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE NURSING HOME:

Bill Sturtevant recommended rejecting the potato chip bid, as there was only one bidder.

Date 11/21/00

MOVED: Commissioner Barrows to reject the potato chip bid per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Bill Sturtevant recommended that the individual cereal bid be awarded to Springfield Food Service.

MOVED: Commissioner Barrows to award the individual cereal bid to Springfield Food Service per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FINANCE DEPARTMENT:

Dental Plan:

Theresa Young stated that the funding issue for the health and dental plan for the year 2001 needed to be discussed. The recommended dental plan for the year 2001 is Delta Dental. The Delta plan has a yearly limit of \$1,000. There are 520 filled positions.

MOVED: Commissioner Barrows to recommend a per person budget cost of \$430 known as Option P.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Health Plan:

Theresa Young stated that there is \$900,000 in the health fund. She expressed concern about the long-term effects of not sufficiently funding the health fund, which began with decisions made for the 2000 budget.

Commissioner Barrows stated that she is in favor of going with EBA as a provider and using first dollar coverage for employees.

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Date 11/21/00

MOVED: Commissioner Barrows to select EBA for the County's health contract for the calendar year 2001.

SECONDED: Commissioner Barka.

Commissioner Pratt opposed and noted that EBA's total bid for 2001 is substantially lower than the County's actual claims for 2000, citing our insurance consultant's warnings that EBA is "buying the County's business" by significantly underbidding.

VOTE: 2 Yea. 1 Nay (Pratt). Motion passed in the affirmative.

MOVED: Commissioner Barrows to implement the 16% increase in employee contribution to the health plan.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Barrows to recommend a 3.5% COLA for Rockingham County employees which is equivalent to the Social Security COLA.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

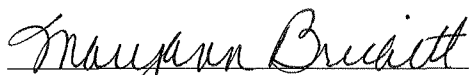
MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioners work session adjourned at 12:00 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant
Rockingham County Commissioners



Date MB
11/21/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
November 14, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Cathy Stacey, Register of Deeds; Christine Croto, Sheriff's Dept.; Supt. Gene Charron, Department of Corrections; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/Telecommunications Manager; Nancy Lang, Asst. Nursing Home Administrator; Rollie Barnaby, UNH Cooperative Extension; Maryann E. Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:40 a.m.

REPORT FROM THE COMMISSIONERS OFFICE:

MOVED: Commissioner Pratt to approve the minutes of the September 28, 2000 Commissioners Meeting.

SECONDED: Commissioner Barrows.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE TREASURER'S OFFICE:

Theresa Young stated that there were bids to open for banking services:

First & Ocean (no bid)
Fleet Bank
Bank of New Hampshire
Citizens Bank
Granite Bank

MB
Date 11/21/10

MOVED: Commissioner Barrows to have the Treasurer evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail noting on a chart that behavioral problems increase during the holiday season.

Supt. Charron stated that his department is evaluating 2 contracts. One contract is with Digital Solutions (DSI) for the inmate telephone system and software. The telephone system will generate a great deal of revenue and the software, which is valued at \$114,000, is provided at no cost to the County. The county attorney and MIS Manager are reviewing this contract.

The other contract is Prime Care, the medical provider for the Jail. They stepped in when the County's other contract failed. Negotiations have been ongoing. The cost will be increasing about \$35,000 per year, but is much lower than Supt. Charron anticipated. Prime Care has provided loyalty, consistency and stability for the Jail, which is very important. Cumberland County had PHS and that contract failed because PHS defaulted on the contract. Prime Care recently took over the Cumberland County contract. Larger companies are reluctant to do business with the County due to our size, under 300 inmates. CMS in Manchester has also declined to work with the County due to size.

Supt. Charron recommends that the Commissioners sign a bid waiver to allow for the renewal of the contract with Prime Care. Commissioner Barrows requested that Supt. Charron get other quotes and put together a fact sheet prior to the Commissioners considering a bid waiver in order to be procedurally correct. Commissioner Pratt requested an itemization of the free software and hardware that the County would be receiving.

REPORT FROM THE FINANCE OFFICE:

Theresa Young discussed the renewal of Tim Dempsey's two-year contract. Commissioner Pratt stated that this two-year contract would require an RFP or a bid waiver as it was in the amount of \$40,000. Commissioner Barrows requested that Theresa Young prepare a bid waiver for this two-year contract

Date MB
11/21/00

and give a summary explaining why the renewal would be in the best interest of the County. This item would be added to the agenda of the November 21 Commissioners Meeting. The term of the new contract commences January 1, 2001 for a 24-month period.

MOVED: Commissioner Pratt to extend the current contract with DHK Financial to the end of the year 2000.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Theresa Young stated that A/P was delayed for one day due to the spending freeze. The Finance Office is comparing accruals to warrants submitted to ensure that they agree.

Regarding the new health and dental contracts, Finance and Human Resources have been meeting with EBA and Delta Dental this week to effect a smooth transition.

The Finance Department has received all but 4 departments' budgets; County Attorney, Nursing Home, Delegation and Human Resources. Martha Roy stated that the Human Resources budget would be in by noon tomorrow. The deadline to have budgets in was October 31.

Theresa Young has made several recommendations regarding the workers comp and the unemployment funds. This item will be on the agenda for the November 21 Commissioners Meeting.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that her request for a non-public session regarding a RCNH employee matter would be postponed until next Tuesday as Bill Sturtevant is on vacation this week.

Open enrollment for the new health plans ends December 7. Mrs. Roy requested that any departments with any outstanding enrollments by December 7 give her a call and she will gladly pick these up. Future enrollment classes will be November 16 from 9-11 AM, November 21 from 7 am-2 PM, and November 30 from 9 am-3 PM. If any employee needs special attention or has questions, their department will gladly assist.

MB
Date 11/21/00

Martha Roy stated that the flu shot serum is not in yet, but is expected shortly.

REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the Delegation Office move is complete and went very smoothly. Frank Stoughton and Paul Ardagna are attending to a couple of problems with the network today. The renovations for the new offices for Human Resources are going well also.

Commissioner Pratt asked what the actual costs of all these moves have been to date. Jude Gates stated that Theresa Young broke out these costs in the budget and they will provide a report to the Commissioners.

REPORT FROM THE NURSING HOME:

Bids were opened for potato chips:

L & L
Sysco
North Center Foods

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton stated that progress is being made connecting the Jail to the network. The Delegation Office network problems will be taken care of today. Commissioner Barka thanked the Maintenance Department for all their assistance with these moves.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Commissioner Barrows stated that Mr. Barnaby will be on television tonight, PBS, Channel 11 at 7:30 PM.

Mr. Roland Barnaby stated that he believes his office is close to hiring a replacement for Robyn Wojtusik.

Date 11/21/08


MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 11:10 AM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

MB
Date 12/21/00

**COMMISSIONERS MEETING
COMMISSIONER BARROWS OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
November 21, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also present: Commissioner Phil Stanley and David Place, Dept. of Probation; Diane Gill; Theresa Young; Martha Roy; Bill Sturtevant; Maryann E. Brickett, Executive Assistant to the Commissioners.

Commissioner Barka called the meeting to order at 10:37 am.

REPORT FROM THE COMMISSIONERS OFFICE:

Commissioner Stanley spoke with the Commissioners at length concerning the Probation Department lease at 113b North Road and the air quality issues. Desmarais Environmental has done an evaluation of the air quality. They recommend additional ventilation. An estimate of the cost is approximately \$80,000. It is his understanding that Rockingham County does not have the money for this project and the County is requesting that the Probation Dept. pay for the improvements.

Commissioner Barka stated that Rockingham County provides heat for the premises and that it was part of the lease that the Probation Dept. would pay for the improvements. Commissioner Barrows stated that the County might be willing to make the improvements up front and be reimbursed by the Probation Dept. over a five-year period. It is ultimately up to the County Delegation to appropriate the funds for the improvements.

Commissioner Stanley stated that he had a concern that there is no guarantee that improvements will in fact take care of the air quality problems. He also had a concern about future expansion. He is looking around for larger offices. This location however is very central to the courthouse and the County Jail.

Commissioner Pratt stated that the building is divided into office space for the Probation Dept. and the UNH Cooperative Extension. The County has received

MB
Date 12/21/00

no complaints from the Cooperative Extension offices about air quality issues. When the Probation Dept. moved in, extensive interior remodeling was done, i.e. partitioning off offices and blocking transoms over the doors.

Commissioner Stanley stated that he is not denying that this may be a part of the problem. The problem is most difficult in the winter when the windows are closed.

Commissioner Barka stated that 25 female prisoners formerly occupied this building and there were no complaints about air quality issues.

Commissioner Barrows stated that in light of the fact that air quality improvements may not be assured, chances of the Delegation approving \$80,000 to make these improvements and approving the lease were not likely.

Commissioner Pratt stated that the Commissioners voted to extend the lease for a six-month period. The Probation Department did not exercise their option to renew the lease for an additional period of time. Commissioner Pratt stated that six months should be sufficient time for the Probation Department to explore alternatives such as relocating. The Delegation will be meeting in February to approve the budget and it is not likely that they will meet subsequently to vote on any other issues. The current lease provides for a two-year extension with no rent increase. Commissioner Pratt recommends a rent increase for the last three years of a five-year extension as this is already the equivalent of a triple-net lease with no cost increases.

Commissioner Barka stated that the County also provides snowplowing and ground maintenance. Commissioner Barka stated that the Commissioners might wish to retain these premises for future County expansion.

Commissioner Stanley stated if they decided to stay, that a rent increase would be a reasonable expectation. Commissioner Barrows stated that the current rent is \$1,914.15/month. For a five-year extension the rent would be increased to \$2,580.81/month or \$30,969.80 a year, (\$16.30/sq. foot). The Commissioners' estimate is \$3,000 a month which would make the rent \$36,000/year over a five-year contract. This would only provide for the current level of rent plus repayment to the County of the approximate \$80,000 for work to possibly improve air quality. Commissioner Stanley stated that a further extension would depend on what space is available, or in the alternative notice to the County of their intended moving date. Commissioner Stanley stated that if they could not find suitable space, they would come back to the Commissioners with a counter proposal to pay a rent increase.

mB
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Commissioner Barrows stated that the Commissioners' budget has to be submitted to the Delegation in early January.

Mr. Place stated that he has looked at number of places, including the Pease International Tradeport. The Governor and Council need to approve their lease in January.

The Commissioners requested that the Probation Dept. notify them of their decision in advance of the January deadline. Commissioner Barka suggested adding a provision that the lease is contingent upon Delegation approval.

Commissioner Stanley stated that the Probation Dept. would attempt in the next month and a half to resolve their issues as much as possible. The Commissioners stated they would not take further action until hearing from the Probation Department. Commissioner Stanley thanked the Commissioners for their time and consideration of the lease extension.

MOVED: Commissioner Barrows that the Commissioners authorize a bid waiver in the amount of \$40,000 for a two-year contract with DHK Financial Services, for the period January 1, 2001 through December 31, 2002 and the Commissioners to sign the contract.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Barrows suggested sending a letter to The Insurance Exchange concerning a proposed increase in their contract for the health/dental programs. Commissioner Barrows agreed to call Dick Carr to discuss the contract details and the proposed increase since she negotiated the contract last year.

REPORT FROM HUMAN SERVICES:

Diane Gill inquired about using the Hilton Auditorium, Commissioners' Conference Room or the UNH Cooperative Extension for a Safe Boating class conducted by the New Hampshire Marine Patrol. The Commissioners recommended using the space at the Cooperative Extension. Mrs. Gill will speak with Roland Barnaby.

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DCYF is looking for new space for a 15-bed shelter care facility. The Probation Dept. offices were considered a while ago, but because of air quality issues were not currently being considered. DCYF is seeking to award a grant. Commissioner Pratt noted that interior changes would probably be necessary if this area was to change from office space to a residential facility and those changes would most likely impact air quality one way or another. She also expressed concerns that the County is now burdened with documented air quality problems as the result of renovations performed by the Probation Dept. Commissioner Pratt stated that the number of people on the County campus could not increase without costly expansion of the waste water treatment facilities. If one location was vacated, the number of persons who would next occupy could not increase. Mrs. Gill should check with Jude Gates about this matter and see if the grant would include building renovations. At this point the Probation Dept. is not sure if they will be renewing their lease. Commissioner Pratt recommended that Mrs. Gill also check with Jude Gates if that space would be large enough for a 15-bed shelter care facility. Commissioner Barka stated that those offices used to house 18 inmates.

Diane Gill discussed the Dupont Group proposal. It will be further discussed at the next Human Service Affiliate meeting. Jim Monahan got a response last Friday from the Governor's Office to this proposal. It concerns a settlement of the YDC rates. The proposal recommends a 22% share instead of 25%, and several smaller items. The Governor turned the proposal down. The Attorney General's office is recommending that there be no negotiations, but to have the Counties pay what they think they owe. The Governor recommended that the Counties meet with the Attorney General's office. The group would include someone from the Dupont Group, representatives from the Counties, a County Attorney, and Lisa Snow Wade, from the law offices of Orr & Reno in Concord, who wrote this opinion. This opinion deals with the issue of whether or not YDC has statutory authority to set rates. Her opinion is that there is not. Litigation should be considered.

The rates are based on the fiscal year budget and the number of children. Human Services would consider a rate of \$244/day (22%) but not \$267 (25%) of non-deficit costs. Commissioner Pratt suggested that at the next Association meeting Mrs. Gill make a recommendation that this matter be handled by Attorney Wade and the Association pay for her services. Diane Gill has a lot of confidence in the Dupont Group. Jim Monahan has attended every Affiliate Meeting and he discussed proposed legislation that the Affiliate may wish to consider this year. He will find sponsors and draft the proposed legislation. Mrs. Gill is in constant contact with Mr. Monahan. The Dupont Group's fee schedule is set out in their contract. Their fee is less than NHACo had been.

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The Dupont Group will be adding the rule making process, thus their fees will be going up slightly. Diane Gill suggested that everyone possible attend the next Association Meeting on December 15 to vote on the Dupont contract and ask questions.

Mrs. Gill requested that the Commissioners and Theresa Young sign the grant proposal for the Adult Diversion Grant proposal (Byrne Formula Grant Application). The amount of the grant application is \$28,844 and the amount decreases each year.

MOVED: Commissioner Barrows that the Commissioners submit an application for the second year of the Adult Diversion Program and authorize the Chairman to sign the grant application.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE NURSING HOME:

Bill Sturtevant spoke to each Commissioner individually concerning Underhill I. There are empty beds throughout the Nursing Home. Mr. Sturtevant would like to consolidate and move residents from Underhill I to the remainder of the buildings. This would assist with the staffing situation and employment agency expenditures. The revenue projections for next year reflect a reduction of 254 to 243 beds. The departments will recalculate their expense budgets as well based on these figures.

Mr. Sturtevant also recommends increasing the shift and weekend differential pay. Currently the shift differential is \$.60/hour and weekends is \$.90/hour. Mr. Sturtevant recommends that effective January, 2001 the shift differential be increased to \$1.00/hour and the weekend to \$1.25/hour. Mr. Sturtevant has done a wage survey for selected positions (Dietary, Housekeeping, Nursing positions). Mr. Sturtevant is recommending a one-step increase in starting salary, plus the COLA. This would make the starting wage \$9.94/hour and more competitive with Exeter Hospital (which has just recently implemented its increase), Sunrise, Hillsborough and the State Hospital.

Commissioner Barrows asked Mr. Sturtevant also what the fiscal impact would be if Mr. Sturtevant began with a two-step increase. The budget impact without the COLA is approximately \$15-18,000/year. A little over another 4% increase would be realized if two steps were implemented. Commissioner

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Barrows commented that other Nursing Homes would also be going up in their starting salaries for next year and wished to remain competitive.

The Commissioners requested a fiscal impact study for raising the salaries one and two grades. Commissioner Shumway has proposed a budget increase of 5%, 4% of which is a rate increase for Nursing Homes salaries. This budget is subject to approval of the Legislature. Mr. Sturtevant stated that late in the year 1999, he began using a temporary pool of nurses. During 1999 about \$51,700 was spent and \$421,776 has been spent through the first week in November 2000 for pool nurses. Mr. Sturtevant stated that approximately \$20 an hour is paid to an agency for CNAs. Commissioner Pratt stated that these increases would lock the Nursing Home into those salaries, even with an expected downturn in the economy.

Commissioner Pratt asked if Nursing Homes had representatives on the Governor's Task Force to study the nursing crisis. Mr. Sturtevant stated that several Nursing Home Administrators from the Counties were part of this group. The work scene has also changed, with the use of Med Techs, etc.

The cost of the shift differential for the coming year would be \$173,000 for the Nursing Home. Theresa Young will provide the cost for other departments, which would be effected starting with the first payroll in January.

Commissioner Barrows left the meeting for another appointment at this point.

REPORT FROM FINANCE:

Martha Roy stated that there were several issues still pending: unemployment, workers comp, dependent care and mileage.

Theresa Young stated that unemployment, workers comp recommendations, dependent care and mileage were brought up at the last Commissioners Meeting. It was decided that these issues would be discussed further at today's meeting.

Unemployment:

The Finance Dept. is recommending no change to unemployment which is funded at \$20 per position.

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Workers Comp:

The Finance Dept. is recommending that workers comp be funded at the 1999 level.

Dependent Care:

Finance wishes to continue with dependent care and to discuss further as it will influence the Commissioners decision about Medical Spending Accounts for next year. Dep Care involves employees who have day care for either parents or children and have the money taken from their paychecks pretax. It costs the County \$5.50 per month per person for administration or a minimum of \$50/month. The County needs at least 10 employees participating in MSAs or Dep Care to make it worthwhile. If we do not reach the 10 person minimum, then the Finance Dept. recommends dropping this program for the year 2002. Thus far, only one employee uses Dep Care. Finance is requesting that the Commissioners approve Dep Care, subject to moving forward with MSAs after the beginning of next year with training early in the year. The Commissioners should set a limit. Mrs. Young stated that the standard limits are \$1,000/\$1,500 and there is potential risk for actually losing money. The Commissioners recommended setting the limit at \$250 and consider raising the limit in future years. This saves the County money as the funds deducted are pretax, thus the employee and the County both save money.

Martha Roy suggested identifying all employees with family members, and especially assess ages of children.

Mileage:

Commissioner Barka recommended using the Federal rate for mileage reimbursement for the year 2001. Theresa Young stated that County employees are currently receiving the current Federal rate. The question is do the Commissioners wish to continue giving employees the current Federal rate. The Delegation already voted to provide the current Federal mileage rate to elected officials as of January 4, 2001. The Commissioners agreed to continue the current Federal rate for employees.

Longevity:

Theresa Young stated that longevity rates are \$150, \$300, \$450 and \$750, as approved by the CMT and Commissioners. This was a 50% increase over prior

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years. The Commissioners were not in favor of any further increase for 2001. Theresa Young will provide more information.

Short-Term Disability:

Theresa Young stated that the County is currently providing short-term disability for County employees after the 14th day of illness at 66 2/3% of their current salary, up to \$750. Commissioner Pratt asked if implementation issues had been worked out. Martha Roy stated that a plan is currently in place. Neil Lovett is also researching certain issues.

Compensated Absences:

Theresa Young stated that she is not prepared to discuss at this time as the remaining payrolls need to be run first. She will be more prepared to discuss after December 4.

Differential:

Theresa Young ran costs for all County departments. For the shift differential increases, the Jail would need an additional \$9,100. Maintenance would require an additional \$5,400. Dispatch would require an additional \$10,000. Per Bill Sturtevant, the Nursing Home would need an additional \$173,000. Theresa Young will provide more complete numbers including the effect on the COLA prior to next Tuesday's Commissioners' Meeting. The Commissioners recommended that the shift differentials begin with the first paycheck in March, along with the COLA, the differential to go into effect after the 2001 budget has passed.

MOVED: Commissioner Pratt to approve the minutes of the October 31, November 2 & 14, 2000 Commissioners Meetings.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to adjourn.


SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

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Meeting adjourned at 1:30 PM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
12/21/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
November 28, 2000**

Present: Commissioner Ernest Barka
Commissioner Katharin Pratt

Commissioner Barka called the meeting to order at 10:07 a.m.

Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
November 28, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Pratt, Martha Roy, Bill Sturtevant, Dorothy Porter, Marilyn Schreiber and Maryann Brickett.

Discussion: Meeting with a Nursing Home employee regarding a Step III grievance.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

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**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
November 28, 2000**

Also present: County Attorney Jim Reams; Jennifer Nelson; Cathy Stacey, Register of Deeds; Christine Croto, Sheriff's Dept.; Supt. Gene Charron, Department of Corrections; Theresa Young, Finance Officer; Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Jude Gates, Asst. Director of Engineering and Maintenance; Frank Stoughton, MIS/Telecommunications Manager; Bill Sturtevant, Nursing Home Administrator; Rollie Barnaby, UNH Cooperative Extension; Maryann E. Brickett, Executive Assistant to the Commissioners.

Also present: Terry Date, Fosters Daily Democrat.

REPORT FROM THE COUNTY ATTORNEY:

Jim Reams stated that he would need a Non-Public session with the Commissioners regarding a personnel issue.

Their office has a vacancy and they are currently looking to hire attorneys. Mr. Reams will very soon have his annual report with the number of indictments, prosecutions, etc. for the Commissioners.

REPORT FROM THE REGISTER OF DEEDS:

Cathy Stacey stated that her department has had some serious problems with the computer imaging system. Fortunately they run dual systems which resulted in no down time. The AS400 is very dependable. The costs come out of the surcharge account. There is currently \$87,000 remaining in the surcharge account, and those funds have to be spent for Deeds office items. Commissioner Pratt asked what all of this is costing Mrs. Stacey's department and she agreed to send the Commissioners' office a cost sheet.

REPORT FROM THE SHERIFF'S DEPARTMENT:

Christine Croto stated that Sheriff Linehan would like to know when budget meetings will be scheduled. Commissioner Pratt stated that a letter will be

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going out today to departments concerning additional items that the Commissioners and Finance need prior to budget meetings.

The third year for the COPS grant is 2001 and the grant money will eventually run out. The Sheriff's Department will research all these issues and speak to the Commissioners December 5.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron gave the census report for the jail. They are currently holding 6 female prisoners due to lack of facilities for female prisoners at the Women's State Prison in Goffstown. Supt. Charron is working with Janet Copeland, the Interim Warden at the Berlin State Prison. A lengthy discussion followed concerning housing of prisoners.

Supt. Charron discussed two contracts which need to be renewed. The first contract is PrimeCare. Supt. Charron requested that the Commissioners authorize a 6-year continuance of this contract. There is a price increase of \$34,000. In 1994 the cost of this contract was over \$555,000. Under the current contract, that figure will not be reached until 2002 or 2003. With this provider, costs remain significantly lower. Another factor is that most companies, including CMS and PHS, have refused to provide services to the County due to the small size of the account. The current contract expires on December 31, 2000. Supt. Charron will discuss this contract with the Commissioners on December 5.

Supt. Charron briefly discussed the inmate telephone and software package contract. The jail's commission would increase from 16% to 28%. This increases their revenue and would be a 5-year contract. Supt. Charron has been negotiating this contract since this summer. The County Attorney and the MIS Manager have both reviewed the contract. If the contract is accepted, the system would be installed after the first of next year.

REPORT FROM THE FINANCE OFFICE:

Theresa Young stated that their department is getting ready for a site visit from the auditors on December 13. The auditors have sent the Finance Dept. a letter requesting that they gather more information earlier than usual. This is also the same date for the Delegation organizational meeting here in Brentwood. This would be a good date to get transfers approved. The Finance Dept. will need these transfers by Monday, December 4.

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The Finance Dept. has received requests for a letter from the Commissioners which reflects the differences in the budget between 1996 and 2000. Mrs. Young will begin sending out these letters to individuals who have requested this information. Commissioner Pratt requested a list of persons making inquiries.

Mrs. Young is reviewing the bank bids with Tim Dempsey. Mrs. Young will meet following today's meeting to discuss further.

The longevity payroll will be December 14. The Finance Dept. will be working with Human Resources to put together a report with a list of employees who will be receiving a longevity bonus. Departments will receive a copy as well.

The Finance Department would like to make the following recommendations to the Commissioners:

1. Unemployment: Level funding for 2001 at \$20 per position.
2. Workers Comp: Funded at the 1999 level.
3. Dependent Care: Continue with the program but wishes to discuss funding of the medical spending accounts.

REPORT FROM HUMAN RESOURCES:

Martha Roy stated that she will need to revise the date of the CMT meeting. It will now be Monday December 4 at 10:00.

Mrs. Roy stated that the Open Enrollment period will officially end December 7 and her department will be checking with everyone on that date for any outstanding applications. Applications that arrive after that date will be rejected. All employees will need to fill out new applications for health and dental.

Mrs. Roy requested a non-public session with the Commissioners.

REPORT FROM HUMAN SERVICES:

Diane Gill submitted her August report to the Commissioners. Mrs. Gill attended the last Association of Counties Meeting and encouraged everyone to attend the next meeting on December 15 as they will be voting on the Dupont contract. At the next Commissioners' Meeting, December 12, Jim Monahan will be present to speak to the Commissioners about the current DYDS situation, direction and a plan of action. There may be pending litigation.

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REPORT FROM THE MAINTENANCE DEPARTMENT:

Jude Gates stated that the flood mitigation project at the Jail is currently under way with the first of two 60" culverts being laid across the main driveway at the Jail. They will be completed shortly.

Mrs. Gates sent the Finance Dept. a check yesterday for the #6 oil release job at the Nursing Home boiler plant. This is a reimbursement check in the amount of \$26,359 from the State. The State laid out a plan following the site investigation which the Maintenance Dept. is following and this qualifies us for reimbursement. The County has already received one check on this project. The State has accepted the County's report and we will be working on the remedial action plan next year.

Several windows in the Fernald building are currently being replaced by Harvey Inc.

The Christmas tree for the Atrium will be picked up Friday and has been provided by the Conservation District. The decorations outside are being put up outside by the Maintenance crew.

Mrs. Gates has been working with several contractors who are putting figures together for Mr. Sturtevant on the Driscoll Res Care project.

REPORT FROM THE NURSING HOME:

Mr. Sturtevant gave the census report for the Nursing Home.

Bids were opened for bread:

Best Foods
Interstate
LePage Bakeries

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

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Bids were opened for soft drinks:

Pepsi
Coca Cola

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Bids were opened for laundry chemicals:

AmeriClean Systems (returned)
Summit Supply
Alpha Chemicals
UNX Inc.
John Denais Co.

MOVED: Commissioner Pratt to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to award the potato chip bid to L & L per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant announced that the annual Christmas buffet will be held December 20. He will be leaving Wednesday for Idaho for the NACO Board of Directors meeting at SunValley.

Mr. Sturtevant will begin rearranging several Nursing Home units, vacating Underhill I. The Nursing Home will notify all families of the new room numbers and locations.

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The "Giving Tree" is up and employees are encouraged to have donations in by December 16, but the Nursing Home will accept donations right up to Christmas morning.

Estimates from Brookstone are due Thursday, November 30 for Phase I of the Driscoll Res Care Project. Mr. Sturtevant integrate those estimates into the application to the CON Board.

REPORT FROM THE MIS DEPARTMENT:

Frank Stoughton stated that the leased personal computers should be here during the first half of December and he will begin installing them.

REPORT FROM THE UNH COOPERATIVE EXTENSION:

Mr. Barnaby stated the new employee he spoke about has accepted the position and will begin work part-time in December and full-time in January. She will be working out of this office.

Commissioner Barka made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Pratt.

VOTE: 2 Yea. Motion passed in the affirmative.

**MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
November 28, 2000**

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Pratt, Gene Charron, Jude Gates, Christine Croto, Martha Roy, Bill Sturtevant, Theresa Young and Maryann Brickett.

Discussion: Personnel benefit matters.

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Pratt, Martha Roy, Jim Reams, Jennifer Nelson and Maryann Brickett.

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Discussion: Termination of an employee.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to approve the night and weekend differential recommended by the Human Resources Department and the Nursing Home Administrator of \$1.25/hour for nights and \$1.00 for weekends effective with the first payroll in March of 2001.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to accept the recommendation of the County Attorney to terminate an employee in their office.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to recommend an amendment to the personnel policies to amend the time that the Commissioners have to formally respond to a Step 3 grievance from 5 calendar days to 14 business days.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

MOVED: Commissioner Pratt to approve Mr. Sturtevant's recommendation to raise the starting step for CNAs in the Nursing Home one step effective with the first payroll in January.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

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MOVED: Commissioner Pratt to send a letter from the Commissioners to departments who have not yet submitted the required budget information, to submit to the Commissioners' Office by December 1, 2000.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed in the affirmative.

The Commissioners approved and signed several accounts payable warrants which were not in the October 31 accruals for the Maintenance Department, the Register of Deeds, Human Resources and the Jail.

MOVED: Commissioner Pratt to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

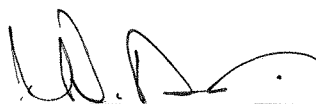
Meeting adjourned at 12:30 PM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
12/21/00

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
December 5, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Mr. Rogers Johnson; Cathy Stacey; Roland Barnaby; Gene Charron; Jude Gates; Theresa Young; and Maryann Brickett.

Commissioner Barka called the meeting to order at 9:30 a.m.

The Commissioners held budget review meetings with Cathy Stacey, Register of Deeds and Roland Barnaby, UNH Cooperative Extension.

Bids were opened for property & casualty insurance:

Marsh Company – no bid
Tobey & Merrill – no bid
USI New England/The Insurance Exchange
Accordia
Professional Firefighters Tax Deferred Retirement Plan

MOVED: Commissioner Pratt to have the Commissioners evaluate the proposals and make a recommendation.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Gene Charron discussed the contract for the inmate telephone system with the Commissioners.

MOVED: Commissioner Pratt to award the contract the inmate telephone system to Inmate Telephone Inc. (ITI) per the recommendation of Supt. Charron

Date MB
12/21/00

pending final review of the contract by the Commissioners. Further to authorize the Chairman of the Board of Commissioners to sign the contract.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The Commissioners held a budget review meeting with Jude Gates regarding Long Range Planning projects/budget.

The Finance Department would like to make the following recommendations to the Commissioners:

1. Unemployment: Level funding for 2001 at \$20 per position.
2. Workers Comp: Funded at the 1999 level.
3. Dependent Care: Continue with the program but wishes to discuss funding of the medical spending accounts.

MOVED: Commissioner Barrows to accept the recommendations of the Finance Director.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.


MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 11:30 PM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

RECEIVED BY,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date 1/9/01 ^{NB}

**COMMISSIONERS MEETING
COMMISSIONERS CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
December 12, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: From Acordia: Mr. Rogers Johnson; Anthony Marino, Vice President; Fred Lamb, Chief Operating Officer; Eva Santora, Assistant Vice President; and Maryann Brickett, Executive Assistant to the Board of Commissioners.

Commissioner Barka called the work session to order at 9:30 a.m.

Mr. Rogers Johnson presented a letter to the Commissioners and stated for the record that:

“Pursuant to RSA 14-B, (Ethics Guidelines And Procedural Rules), I hereby announce that I have an employment relationship with Acordia, a firm which has a proposal before the County. Therefore, if a vote were to occur within the County Delegation concerning the above cited RFP, I will not participate in that vote.”

Commissioner Barka stated that he believed this represents a conflict of interest. Mr. Johnson responded that the Attorney General stated that according to the ethics rules, as long as he is acting in the capacity that provides benefit to the County and taxpayers it is permissible. Commissioner Barka further asked about a December 7 newspaper article: “Malden Mills is suing its insurance broker, Acordia, for allegedly underestimating its insurance needs by setting its property values too low. The low estimate resulted in unreasonably low insurance settlement according to Malden Mills.”

Fred Lamb stated that Malden Mills remains a very good client of Acordia.

Everyone at the meeting introduced himself or herself.

Mr. Johnson stated that the county sent out an RFP and Acordia responded to that RFP. Mr. Johnson thanked the Commissioners for the opportunity to

MB
Date 1/9/01

Speak to them. Mr. Lamb stated that Acordia was unable to actually quote and compete on the insurance premiums portion of the RFP due to what he believes is lack of sufficient time.

Commissioner Barka stated that perhaps the RFP could be sent out for rebidding. Mr. Lamb stated that might result in a short-rate penalty for canceling policies and not continuing to do business with our current broker. A competing broker would have to win the bid by a 10% discount to remain competitive but could offer their services for \$30,000. This would happen through a broker of record letter prior to reviewing the policies.

Commissioner Barka stated that he felt it was improper for Mr. Johnson to speak before the County Delegation meeting December 13.

Commissioner Barrows asked Acordia how they could offer their services for \$30,000 a year vs. our current broker for \$45,000 a year. Mr. Lamb stated that their accounts are based on a fixed fee rather than commission. Mr. Lamb stated that there are several ways to handle this, pro rata, short rate penalty, or to let policies expire.

Theresa Young clarified that our current broker prepares and send out the bids, make a recommendation. Mr. Johnson stated that Acordia would get quotes directly from the underwriter, but would have to get information from the County. Mrs. Young stated that the County would expect our broker to perform all these services for the County. Mr. Marino stated that the County would have to explicitly agree with any broker that there would be no commission and the fee would be net of any commission and negotiated every year. Further, any commissions received would reduce the yearly fee by such amount.

Commissioner Pratt further questioned the discussion about the 10% lower fee. Fred Lamb explained that any competing insurance broker would have to offer a rate of 10% lower to remain competitive. Commissioner Pratt stated that the County required a great deal of services from our current broker who is located in New Hampshire. Fred Lamb stated that Acordia is less than an hour away. Eva Santora stated that she could come to Brentwood once a week to assist with the County's needs.

Commissioner Barrows asked about a multi-year contract with no increase in fee. Fred Lamb stated that if the contract were to be awarded to Acordia, wording could be inserted which stated that any increase would be only inflationary for a 2-year period. Mr. Lamb stated that inflation for the year

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2001 is expected to be 3.5% thus he would guarantee that any fee increase would be no more than 3.5%. Mr. Lamb stated it would take Acordia at least 5-6 business days to review the County's policies.

Theresa Young stated that valuation of assets for the County, as in the case of Malden Mills, is a concern. Mrs. Young also stated that the implementation of Statement 34 from GASB is approaching. How would Acordia handle this? The County is also looking for this type of service. What has Acordia been doing in this area? Mr. Lamb stated that Acordia would need to do a physical inspection of buildings. This team of experts would view the construction of the buildings, check square footage, architectural fees, underground foundations, pipes, site work, etc. They have 2 software programs, Beck Appraisal and Marshall Swift. They would insert this information to arrive at a true replacement cost for the county. Theresa Young asked if these programs were acceptable by Statement 34 as this is a big concern. This matter would probably require a separate RFP for services. Mr. Lamb stated he would look into this matter.

Commissioner Barka stated that he was concerned that the County had enough insurance. Theresa Young again asked if these programs would be acceptable by Statement 34. Jude Gates has very accurate inventory for the County's buildings.

Mr. Marino asked about the Nursing Home's sexual assault/molestation policy. Mr. Sturtevant stated he didn't believe the County currently had one. Mr. Marino stated that he would have an answer regarding the sovereign immunity question by the end of the day. Theresa Young stated she was not aware of any RSA governing sovereign immunity.

Commissioner Barka thanked Acordia for speaking with the Commissioners this morning and bringing certain things to their attention.

The Commissioners' regular meeting commenced at this point, 10:30 a.m.

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Jim Monahan, Health & Human Services; Gene Charron, Supt. Department of Corrections; Theresa Young, Finance Director; Martha Roy, Human Resources Director; Diane Gill, Human Services Director; Jude Gates, Asst. Director of

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Engineering & Maintenance; Bill Sturtevant, Nursing Home Administrator; Frank Stoughton, MIS Manager; Rollie Barnaby, UNH Cooperative Extension.

Commissioner Barka called the meeting to order at 10:30 a.m.

Diane Gill introduced Jim Monahan, Health & Human Services. Mr. Monahan stated that he recently met with the Attorney General relative to DYDS bills being held and will attempt to find a resolution to this matter. The Commissioners will receive a letter from his office in a day or two. The Dupont Group has been working with the New Hampshire Association of Counties for several months and have assumed responsibility for the county administrative side. In his discussion with the Attorney General he was informed that the State intended to sue the County around January 15 in Merrimack County relative to this matter. They will seek payment of the past bills. The Association is meeting on Friday to discuss further. Mr. Monahan urged everyone to attend. The Governor suggested that county pay the full 25% they have been holding and she would waive the deficit charges. Mr. Monahan suggested rejecting this. The Counties may want to take their own action and file a lawsuit requesting that the State be enjoined from billing the County. A topic of discussion at the next Association meeting would be an attorney to represent all the Counties' interest to save costs. Another approach would be to speak with the Legislature to find resolution to this matter through legislation rather than litigation. A basic question is "Is the State lawfully able to charge 25% of these costs or not?" This question may ultimately be put before the New Hampshire Supreme Court.

Commissioner Barrows asked what Rockingham County's fair share of this bill would be and could Mr. Monahan find out before the end of the year. Mr. Monahan stated that the Legislature may say that this is the Governor's problem, they can not resolve it and they think the County should pay.

Commissioner Pratt stated that Rockingham County's share usually is about 20%, or roughly \$1,000,000. Commissioner Barrows suggested find out roughly what Rockingham County's share of the bill might be, calling the Governor and offering to settle for that amount by the end of the year. Diane Gill stated that Tom Wentworth suggested that each county cut a check to be offered to the Governor in full settlement of this matter, along with a press conference. Mr. Monahan stated that no monies would be paid while this matter was pending in litigation.

Commissioner Barka read a memo into the record:

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“For the record I would like to notify our office that I received two donations to the David Barrows Adventure Fund. These donations are given to the Greater Piscataqua Community Foundation. These donations are: 1. USI New England/The Insurance Exchange. 2. DHK Financial.

REPORT FROM THE COUNTY ATTORNEY’S OFFICE:

Jennifer Nelson gave some case figures for the County Attorney’s Office. The County Attorney wished to thank the Commissioners and staff for their support.

They are getting ready for their budget review meeting and it will be scheduled for next week.

REPORT FROM THE SHERIFF’S DEPARTMENT:

Christine Croto stated that the C.O.P.S. grant audit has been postponed indefinitely. Theresa Young stated that the auditors would be in tomorrow and could the Sheriff’s Office put something in writing to the effect that the grant audit has been postponed indefinitely.

REPORT FROM THE DEPARTMENT OF CORRECTIONS:

Supt. Charron discussed the contract for the inmate telephone system with the Commissioners. Supt. Charron will be meeting with Commissioner Stanley on December 20 regarding the Womens’ State Prison issues.

Supt. Charron two contracts, DSI, the inmate phone system and PrimeCare. Supt. Charron is speaking with the County Attorney who is reviewing these contract. The PrimeCare contract is being extended for 3 months while Supt. Charron puts out an RFP for medical services. Supt. Charron requested that an official letter be sent to PrimeCare stating that a vote was taken by the Commissioners to extend the contract. The extension is with the understanding that if the contract is renewed, the difference between last year’s rate and the following year will be retroactive. Supt. Charron will draft the letter. Supt. Charron currently has sent out an RFP to several companies.

Supt. Charron stated that in January the department’s first female sergeant will be appointed.

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MOVED: Commissioner Pratt to extend the contract with PrimeCare for a period of three months until April 1 while Supt. Charron processes a Request For Proposal for medical services.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM THE FINANCE DEPT:

Theresa Young shared a "Request For Information Form" to all departments. There are also copies available in their office. Newspapers will be required to complete these as well. Mrs. Young stated that any requests would be made known to the Commissioners before information is distributed. Commissioner Pratt was concerned about the workload impact on the Finance Office and stated that the County is not required to create new work product under the "Right To Know" laws. Commissioner Pratt also requested that Maryann Brickett and Martha Roy also require written requests and notify the Commissioners of inquiries.

Mrs. Young stated that the auditors will be in tomorrow. Mrs. Young requested that departments have their grant information in to her by tomorrow.

Regarding payroll issues: Longevity payments are going out Thursday and insurance in the next paycheck should be carefully reviewed as they reflect changes in rates and adjustments for any changes in plans.

The Finance Dept. has received approximately \$7,000,000 of the \$23,000,000 due in tax payments from towns in Rockingham County.

The Treasurer has proposed to borrow \$25,000,000 next year. This is a significant increase over previous years in which the County has borrowed up to \$15,000,000. Commissioner Pratt noted that the Commissioners would only authorize sufficient borrowing(s) to meet the County's obligations.

The new Executive Committee will consider transfers requests.

The Finance Dept. requested a non-public session.

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REPORT FROM THE HUMAN RESOURCES:

Martha Roy requested a non-public session with Supt. Charron and Theresa Young regarding a personnel item.

Martha asked the Commissioners what they wished to do about a Christmas thank you for employees. Martha Roy and Maryann Brickett will discuss the Christmas letter from the Commissioners. Gift certificates in the amount of \$35.00 for Maplevale Farms will be presented to employees who were New Hampshire Association of Counties awards nominees.

REPORT FROM THE HUMAN SERVICES:

Diane Gill stated that she has received notification from DCYF that Rockingham County has been awarded the JAIBG (Juvenile Accountability Incentive Block Grant) in the amount of \$22,399. This will fund programs in Salem, Hampton, Seabrook and Portsmouth.

Diane Gill stated that her department will recommend Jim Monahan's proposal regarding going to the Legislature to refer the question to the Supreme Court.

REPORT FROM MAINTENANCE:

Jude Gates had no report.

REPORT FROM THE NURSING HOME:

Bill Sturtevant gave the census report. There have been 82 deaths throughout the year, 5 discharges and 66 admissions. There are 25 applications for admission, but at the moment the Nursing Home is only accepting people who are in their homes or in the hospital.

Bids were opened at the last Commissioners' meeting for laundry chemicals. Mr. Sturtevant recommends UNX, the low bidder for a two-year contract. Bids were also opened for bread. Mr. Sturtevant recommends a one-year contract with Chas Frihofer Baking Co. (a/k/a Bouyea Fassetts) the low bidder. Bids were also opened for soft drinks and Mr. Sturtevant recommends the low bidder, Coca Cola.

MOVED: Commissioner Barrows to accept the recommendations of Mr. Sturtevant to award the bids as above stated.

SECONDED: Commissioner Pratt.

Date mo
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VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Mr. Sturtevant announced that the annual holiday buffet is next Wednesday, December 20. Christmas morning will be the annual visit from Santa Claus in the Nursing Home. Presents will be opened Christmas morning. Presents for the Giving Tree should be in by December 16 but will be accepted through Christmas morning. There was a story in Fosters and Channel 9 was here last week.

Bids were opened for body wash:

Gulf South
McKesson

MOVED: Commissioner Barrows to have Mr. Sturtevant evaluate the bids and make a recommendation to the Board of Commissioners.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

REPORT FROM MIS/TELECOMMUNICATIONS:

Frank Stoughton reported that he received the leased PCs yesterday and he will begin installation.

The printer maintenance contract issue is on hold until some of the laser cartridges are used up, probably a few months.

REPORT FROM UNH COOPERATIVE EXTENSION:

Roland Barnaby stated that Phil Auger received a special award from the Rockingham County Woodland Owners Association and about 75 persons attended a banquet held in his honor.

Commissioner Pratt made the motion to go into Non-Public Session under NHRSA 91A:3 II (a) on a roll call vote.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed in the affirmative.

Date MS
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MINUTES
NON-PUBLIC SESSION
BOARD OF ROCKINGHAM COUNTY COMMISSIONERS
COMMISSIONERS CONFERENCE ROOM
ROCKINGHAM COUNTY NURSING HOME
December 12, 2000

Those present for NHRSA 91A:3 II (a) were Commissioner Barka, Commissioner Barrows, Commissioner Pratt, Martha Roy, Gene Charron, Theresa Young and Maryann Brickett.

Discussions: Defining an occupied position, Division Directors evaluations and increases.

There being no further business to come before the Board of Rockingham County Commissioners in Non-Public Session under RSA Chapter 91A:3 II (a) Commissioner Pratt moved to go out of Non-Public Session.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed in the affirmative.

MOVED: Commissioner Barrows to approve a change of title from Control Center Operator to Correctional Officer per the recommendation of the County Labor Consultant Gary Wulf.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Commissioner Pratt wished to have the record reflect that the Commissioners approved the language for the Human Services and Nursing Home line item transfers to be submitted to the Executive Committee at the December 13, 2000 meeting.

MEETING WITH THE INSURANCE EXCHANGE:

Commissioners Barka, Barrows and Pratt, Theresa Young, Bill Sturtevant and Maryann Brickett were in attendance for a meeting with Dick Carr, Deb Kobelenz and Beth Needham of USI/New England.

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Date 1/9/01

Dick Carr introduced Deb Kobelenz, Sr. Account Manager and Beth Needham, Claims Manager from USI/New England.

Mr. Carr commented from their Executive Summary: During 1996 The Insurance Exchange saved the County over \$100,000 due to consolidated policies. That same year, Mr. Carr served as a consultant for the County. During 1997 I.E. changed insurance companies for the excess workers comp insurance. Benefits to that change would improve the cash flow exposure to the County for out-of-pocket in funding some of their claims. The premium was lowered an additional \$25,000. During 1998 I.E. renegotiated some policies with the underwriters, convinced them to lower the deductibles on the public officials and law enforcement liability policies from \$25,000 each claim to \$10,000 each claim. This had no adverse effect or increase in the amount of the policy premium. During that same year, the I.E. looked at third party administrators to review workers comp and handle those claims. During 1999 the I.E. did a remarketing of the County's account. This validated that the current program was very competitive.

Mr. Carr stated that USI/New England is currently responsible and would continue to be responsible for very pro-active marketing of the County's account. Mr. Carr reviewed all the services they provide to the County.

Commissioner Barrows stated that Acordia is offering their services as a consultant to the County for \$30,000 per year vs. USI/New England's offer of \$45,000 per year for a two-year contract with an inflationary clause included.

Theresa Young stated that Acordia said their broker fee would be reduced by any commissions collected, possibly eliminating their broker fee altogether. Mrs. Young asked about the difference between what Acordia is offering and what the County is actually getting. Mr. Carr responded referred everyone back to the RFP, which states that the County is seeking quotes for certain lines of insurance coverage. Acordia did not provide a quote on these items. Mr. Carr further stated that the majority of underwriters would not accept a broker of record letter if presented for Acordia.

Commissioner Barrows asked if USI/New England receives any commissions from the underwriters. Mr. Carr responded that they did not. The County is welcome to review their records.

Mr. Carr assured the Commissioners that he would provide a three-year contract, providing the same level of service, at a fixed flat fee of \$30,000 per

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year. Any commissions that may be received by USI/New England would reduce their broker fee.

Mr. Carr stated that there is an immunity statute in the state and he would look into this issue along with several other issues: Sexual molestation coverage and Statement 34 issues. Mr. Carr will also provide corporate glossies for the Commissioners along with a more extensive list of municipal clients in New Hampshire.

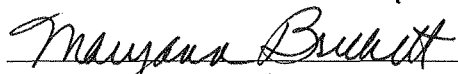
MOVED: Commissioner Barrows to adjourn.

SECONDED: Commissioner Barka.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Meeting adjourned at 12:30 PM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
1/9/9

**COMMISSIONERS MEETING
COMMISSIONER BARROWS OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
December 14, 2000**

Present: Commissioner Katharin Pratt

Also Present: Diane Gill; Martha Roy; Bill Sturtevant; Theresa Young.

Commissioner Pratt called the budget meeting to order at 10:30 a.m.

Commissioner Pratt held the scheduled budget review meetings of the following departments.

REPORT FROM HUMAN SERVICES:

Commissioner Pratt held a budget review meeting with Diane Gill. Also present were Theresa Young and Martha Roy.

REPORT FROM HUMAN RESOURCES:

Commissioner Pratt held a budget review meeting with Martha Roy. Also present were Theresa Young and Bill Sturtevant.

REPORT FROM TREASURER'S OFFICE:

Commissioner Pratt held a review of the Treasurer's budget. Also present were Theresa Young and Martha Roy.

REPORT FROM FINANCE OFFICE:

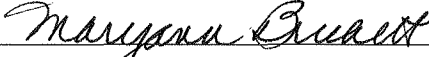
Commissioner Pratt held a budget review meeting with Theresa Young. Also present was Martha Roy.

Suggested changes to these budgets will be distributed to Commissioner Barka and Commissioner Barrows for their consideration.

Budget meetings adjourned at 3:30 PM.


MB
Date 1/4/10

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
1/9/01

**COMMISSIONERS MEETING
COMMISSIONER BARROWS OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
December 19, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

The Commissioners held a Jail budget meeting at 9:45 a.m. Also present were Supt. Gene Charron, Louise Turner, Theresa Young and Martha Roy.

The Commissioners held a budget meeting with the MIS Department at 10:45 a.m. Also present were Bill Sturtevant, Frank Stoughton, Theresa Young and Martha Roy.

The Commissioners discussed with Cheryl Hurley a bid waiver for a copy machine service contract for the Delegation Office. Cheryl will provide 3 quotes for the Commissioners and a bid waiver form to be signed by three Delegation Officers. The service contract includes a 90-day warranty.

Commissioner Barka called the Commissioners' Meeting to order at 12:35 p.m. Present were Commissioner Barka, Commissioner Pratt, Bill Sturtevant, Theresa Young and Martha Roy.

The item on the agenda to award the insurance RFP was tabled until the December 21, 2000 Commissioners Meeting.

MOVED: Commissioner Pratt to award the bid for body wash to McKesson per the recommendation of Mr. Sturtevant.

SECONDED: Commissioner Barka.

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt to write off the bad debts in the amount of \$104,952.20 for the year 2000 per the recommendation of Mr. Sturtevant and Phyllis Rogers.

SECONDED: Commissioner Barrows.


Date MB
1/9/01

VOTE: 2 Yea. Motion passed unanimously in the affirmative.

NOTE: Commissioner Pratt and Theresa Young will meet with Dick Carr at 2:00.


Budget meetings adjourned at 12:30 PM.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date MB
1/9/01

**COMMISSIONERS MEETING
COMMISSIONER BARROWS OFFICE
Rockingham County Nursing Home
Brentwood, New Hampshire
December 21, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

The Commissioners held a budget meeting with the County Attorney at 9:30 a.m. Present were Jim Reams, Jennifer Nelson, Theresa Young and Martha Roy.

Commissioner Barka called the Commissioners' Meeting to order at 10:30 a.m. Present were Commissioner Barka, Commissioner Pratt, Bill Sturtevant, Theresa Young, Martha Roy and Maryann Brickett.

MOVED: Commissioner Barrows to approve the minutes of the November 21, 28 and December 5, 2000 Commissioners' Meetings.

SECONDED: Commissioner Pratt.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

The Commissioners held a budget meeting with the Sheriff. Present were Sheriff Linehan, Capt. Joe Akerley, Lt. Peirce, Christine Croto, Theresa Young and Martha Roy.

Commissioners' Meeting and Budget Meetings adjourned at 12:30 p.m.

Respectfully submitted,



Maryann E. Brickett, Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

Date _____

**COMMISSIONERS MEETING
COMMISSIONERS' CONFERENCE ROOM
Rockingham County Nursing Home
Brentwood, New Hampshire
December 29, 2000**

Present: Commissioner Ernest Barka
Commissioner Maureen Barrows
Commissioner Katharin Pratt

Also Present: Al Wright, Dept. of Corrections; Diane Gill, Human Services,
Daniel Linehan, High Sheriff; Captain Joe Akerley, Sheriffs' Dept.;
Theresa Young, Finance Director; Judie Milner, Finance Dept.;
William Sturtevant, Nursing Home Admin/Director of Operations;
and Joanne Shultz, Acting Executive Assistant to the Commissioners.

Call to Order: Commissioner Barka called the meeting to order at 12:30 PM.

REPORT FROM SHERIFF'S DEPARTMENT:

Sheriff Linehan and Captain Akerley reported that there are six (6) Grants that the Sheriff's Department will be budgeting for in FY 2001.

The first three (3) Grants listed below are continuations from previous years and were approved in the year in which they were awarded: *1. Office of Emergency Management (OEM) Dispatcher Grant; 2. COPS Universal Hiring Program (Child Advocate Position) grant and 3. Operation Streetsweeper, US Attorney (Drug Dog Grant).*

MOVED: Commissioner Pratt moved to authorize the Chairman to sign the necessary documents to accept the following three grants:

1. The Emergency Management Administration (EMA) \$12,000 reimbursement grant for FY 2001; 2. NH Highway Safety Grant to purchase 4 radar units (50% matching Grant) \$2,420 for one year; 3. US Department of Justice (Bomb Dog Grant) \$25,000 for one year.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Date _____

MOVED: Commissioner Pratt moved to accept the Finance Department's recommendation to fund 7% of Compensated Absences totaling approximately \$160,000.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

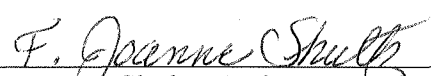
MOVED: Commissioner Barrows moved to adjourn.

SECONDED: Commissioner Pratt

VOTE: 3 Yea. Motion passed unanimously in the affirmative.


Meeting adjourned at 1:06 PM.

Respectfully submitted,



F. Joanne Shultz, Acting Executive Assistant to the
Rockingham County Commissioners

Received by,



Katharin K. Pratt, Clerk
Rockingham County Commissioners

REPORT FROM DEPARTMENT OF CORRECTIONS:

Deputy Supt. Al Wright turned in the daily census report to the Commissioners for their review.

REPORT FROM HUMAN SERVICES:

Diane Gill reported that the Human Service Administrators formulated a proposal to resolve the Department of Youth Development Services (DYDS) rates issue. The proposal will be presented at the Association of Counties (NHAC) meeting on Friday, January 5th, 2001.

REPORT FROM THE NURSING HOME:

Bill Sturtevant reported that it was time to renew the telephone contract. The Commissioners asked that the County look at further alternatives to the Lucent Service Contract, and to discuss this further with Representative Norm Major. Action was postponed until further information can be obtained by Frank Stoughton.

REPORT FROM THE FINANCE DEPT:

MOVED: Commissioner Pratt moved to allow the County to bring the current contract with USI NE brokerage service Property and Casualty Insurance through December 31st, 2000 for one (1) month for a fee of \$3,250 to complete the current year.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

MOVED: Commissioner Pratt moved to award the bid for Property and Casualty Insurance to USI/New England for a three-year period (2001, 2002 & 2003) for an annual fee of \$30,000.

SECONDED: Commissioner Barrows.

VOTE: 3 Yea. Motion passed unanimously in the affirmative.

Theresa young informed the Commissioners that the County Treasurer would be looking to borrow in the last week of January instead of March.

MOVED: Commissioner Pratt moved to accept the Finance Departments recommendation to transfer \$75,000 from the Unemployment Fund and \$725, 000 from the Workers' Compensation Fund into the General Fund.

SECONDED: Commissioner Barrows

VOTE: 3 Yea. Motion passed unanimously in the affirmative.