

COÖS COUNTY COMMISSIONERS
REGULAR MEETING
North Country Resource Center - Lancaster, NH
July 10, 2024

Present: Commissioners Thomas Brady, Raymond Gorman, Robert Théberge; County Administrator Mark Brady; Superintendent of Corrections Ben Champagne; Director of Finance Carrie Klebe; Nursing Hospital Administrator Laura Mills; Nursing Home Administrator Louise Belanger; HR Coordinator Morgan DeBlois; County Treasurer Sue Collins; Administrative Assistant Linda Harris; Sheriff Brian Valerino; Captain Keith Roberge, UNH Interim Director Amy Loader & Heidi Barker, County Office Administrator; Leon Rideout; Ericka Canales, CEDC; and members of the public.

1. Commissioner Brady called the meeting to order at 9:03 a.m. and welcomed everyone. The Pledge of Allegiance was led by Commissioner Théberge.
2. Approval of the Agenda: A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the agenda. The motion was approved 3-0.
3. Approval of the Minutes of the June 12, 2024, regular meeting, as distributed. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the minutes of the June 12, 2024, regular meeting, as distributed. The motion was approved 3-0.
4. Approval of Payrolls & Disbursements for June and authorization during the month of July to meet all payroll obligations and pay all other obligations due during the month: A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the Payrolls & Disbursements for June and authorization during the month of July to meet all payroll obligations and pay all other obligations due during the month. The motion was approved 3-0.
5. Correspondence:
 - a. Commissioner Gorman inquired if a response had been received relating to the letter sent to the CT Lake Headwaters. The County Administrator replied that nothing had been received.
 - b. The County Administrator reported that he had just received a letter from Lee Ann Potter requesting to be placed on the County's Energy Committee. He noted that the County does not have an energy committee at this time.
6. Hearing of the public:
 - a. UNH Extension Memorandum of Understanding: Interim Director Amy Loader & Heidi Barker, County Office Administrator. Ms. Loader introduced herself as the newly interim director. She presented The Memorandum of Understanding between the University System of New Hampshire and Coös County. This agreement is in accordance with RSA 24:10-a. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to authorize the Chair to sign the Memorandum of Understanding between the University System of New Hampshire and Coös County for

the period of six years. The motion was approved 3-0. Chairman Brady signed on behalf of the Board of Coös County Commissioners and Ericka Canales signed as the Chair of the Advisory Council.

- b. Leon Rideout addressed the board regarding the Community Power Coalition warrant article on the Lancaster ballot in March that was voted down. Mr. Rideout indicated that he was attending the meeting as a private citizen and in no way spoke for the town of Lancaster. He said that the savings provided by Community Power equaled approximately 70 cents per month on the average residential bill and required a three-year commitment with a penalty to withdraw. Additionally, he said the Coalition was clearly ineffective in educating the residents about the initiative, particularly the fact that if the warrant had passed residents would have had to opt out of the program. He said that many residents did not believe that the town should be in the electricity business. Mr. Rideout surmised that for all those reasons the warrant was handily defeated since the savings was minimal.

Commissioner Gorman stated that Mr. Rideout was invited to the Commissioner's meeting because the Board wanted to know why Lancaster had voted not to move forward with Community Power. Commissioner Théberge noted that the Board has been approached to do this at the County level and it seems to not be fair to the towns if the County moved forward.

The County Administrator said that the County has diligently been looking at the issue and has had Kathleen Kelly and Andrew Hatch of the Community Power Coalition address the Board. Cheshire County Commissioner and Coalition Board member Terry Clark addressed the Board another month to discuss Cheshire County's experience, which has been positive. The Administrator noted that this is a convoluted issue and the fact that Lancaster voted it down highlights an awkward situation surrounding the legislation. Specifically, there seems to be a back door whereby the County can circumvent the will of a town. He said that he was not privy to the intent of the Legislature in passing this legislation but whether intended or not, it seems to create this awkward dynamic between county government and town government. He said that the County has taken a serious look at this issue and will continue to do so if it is the will of the Board, which unanimously affirmed their desire to do so. The Administrator said that he will continue to investigate this issue so the Board can be provided additional salient input for future meetings.

- c. Captain Keith Roberge presented a request for the renewal of the Stone Garden Grant for three years. This grant is strictly for border protection. The certificate of vote read as follows:

I, Robert Théberge, County Commissioner Clerk, do hereby certify that I am a duly elected Officer of the County. I hereby certify the following is a true copy of a vote taken at a meeting of the Commissioners of the County of Coös duly called and held on July 10, 2024, at which a quorum of the Commissioners was present and voting.

VOTED: That Commissioner Chair, Thomas Brady, or Sheriff Brian Valerino are hereby authorized on behalf of the County of Coös to enter into a Grant Agreement with NH Department of Safety and to execute any and all documents, agreements and other instruments, any amendments, revisions, modifications thereto, as he/she may deem necessary, desirable, or appropriate to effect purpose of this vote.

VOTED: That County Sheriff, Brian Valerino and/or County Administrator are hereby authorized on behalf the of the County to enter into any subcontracts or subrecipient agreements as necessary to carry out the goals, objectives, and activities of the agreement.

VOTED: That Grants Managers, Keith Roberge and Carrie Klebe are hereby appointed as the certifying official and primary contact and liaison with regards to the above referenced agreement and hereby authorized on behalf of the County to certify or sign vouchers or requisitions for payments or claims to the agreement.

I hereby certify that the foregoing resolutions has not been amended or repeated and remains in full force and effect as of July 10, 2024. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Municipality. This authority remains valid for thirty (30) days from the date of this certificate.

Commissioner Robert Théberge, Clerk

A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to authorize the Chair and the Clerk to sign all necessary documents. The motion was approved 3-0.

7. Report of the County Administrator Mark A. Brady: The written report that was submitted to the Board in advance of the meeting was as follows.

COÖS COUNTY

- a. Commissioner Gorman, Superintendent Champagne, Administrator Mills and the Administrator met with Rep. David Rochefort, who is running for the State Senate - District 1. It was an in-depth discussion about Coös County operations and challenges the County faces. Both the similarities and differences from Grafton County, which Mr. Rochefort represents (Grafton 1 - Bath, Lisbon, Lyman, Littleton, Sugar Hill) were touched upon and the uniqueness of Coös with 23 unincorporated places and its extensive resource and land management issues. Mr. Rochefort indicated a desire to visit the Berlin Nursing Home and speak with Administrator Belanger too.
- b. Commissioners Gorman and Théberge and the Administrator attended the first Coös Economic Development Corporation's Business Leaders Awards at the Mountain View in Whitefield. It was a well-attended event honoring small businesses throughout Coös County.
- c. Commissioners Gorman and Théberge and the Administrator attended the quarterly meeting of the Coös County Broadband Committee in Lancaster. Representatives

attended from Colebrook, Columbia, Dalton, Gorham, Lancaster, Pittsburg, Stratford, and Whitefield. A representative from Consolidated Communications gave an update on Fidium. Carol Miller conducted a municipal mapping tutorial and discussed coverage gaps in the build out. The next Committee meeting is scheduled for September 26, 2024.

- d. The Administrator has conferred with HEB Engineers regarding a permit application for Wentworth Location Magalloway Riverbank stabilization and protection of adjacent road and properties. HEB has been in consultation with the State.

At the meeting, the Administrator reported that he has been interacting with HEB, which has corresponding directly with the State Department of Environmental Services. The project will be lengthy and very costly. He suggested that a meeting be set up with the Wentworth Location residents to inform them of the process.

- e. Pam Urban Moran has been in regular contact with the State GOFERR office regarding an extension of the grants for both W. Stewartstown and Berlin Nursing Homes. This will require approval by the Governor and Executive Council.
- f. The Administrator is determining the feasibility of the County becoming a Local Development District (LDD) for the Northern Borders Regional Commission (NBRC) to help facilitate grants for Coös County towns.

Ericka Canales, CEDC Director, noted that North Country Council is the only LDD in the area. This makes sense for the county to help supplement additional revenue. She noted that the fee is \$2,500 per application plus additional fees.

A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to authorize the County Administrator to pursue determining the feasibility of the County becoming a Local Development District (LDD) for the Northern Borders Regional Commission (NBRC) to help facilitate grants for Coös County towns. The motion was approved 3-0.

Chairman Brady suggested that the County Administrator attend Selectboard meetings with the Commissioner of that district to inform them of this development.

- g. The Administrator has discussed with Berry Dunn the development of a strategic plan for the nursing homes which would include the following:
 - identifying and modeling occupancy strategies at various levels of care, specifically examining the utilization and types of service offerings at the facilities, while considering current and future demographics and market demands.
 - developing a projection to include potential changes to bed complement and level of care / service offerings at the facilities, such as short stay rehab, long term care, assisted living, respite and adult day care. The projection will build upon the

previously developed Coös County nursing facilities' benchmarking report completed in December 2023.

- creating sensitivity analysis to model certain hypothetical assumptions relevant to strategic initiatives including locations, service levels, payer utilization, occupancy, and expenditures (both capital and operating).

The Administrator noted that the estimated cost would be \$70,000. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the County Administrator to engage Berry Dunn for the development of a strategic plan for the nursing homes which would include the following:

- identifying and modeling occupancy strategies at various levels of care, specifically examining the utilization and types of service offerings at the facilities, while considering current and future demographics and market demands.
- developing a projection to include potential changes to bed complement and level of care / service offerings at the facilities, such as short stay rehab, long term care, assisted living, respite and adult day care. The projection will build upon the previously developed Coös County nursing facilities' benchmarking report completed in December 2023.
- creating sensitivity analysis to model certain hypothetical assumptions relevant to strategic initiatives including locations, service levels, payer utilization, occupancy, and expenditures (both capital and operating).

The motion was approved 3-0.

UNINCORPORATED PLACES

- a. Property Taxes were due on July 1, and several remain outstanding.
- b. Seven tax liens were filed on June 11, 2024, for properties in Odell, Success, and Wentworth Location. Two have been paid to date.
- c. The Planning Board will be inviting landowners who will be affected by the changes in the PD 3/4 zoning districts to the July 17th Planning Board meeting.
- d. Inspector Ray Labrecque of Milan visited the storage shed area in Millsfield to provide analysis of the lighting. He will be providing documentation relating to his visit.
- e. The next Planning Board Meeting is scheduled for July 17, 2024.
- f. 911 Signs: A cost estimate was received from the NH State Prison for road signs, posts, and brackets for the Unincorporated Places. Commissioner Gorman noted that the signs are needed for safety purposes. The posts are the most expensive. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the

purchase of the signs and to research the purchase of the posts at a reduced cost. Subject to fund availability. The motion was approved 3-0.

8. *Report of the Superintendent of Corrections Ben Champagne.* The written report that was submitted to the Board in advance of the meeting was as follows:

HOUSE OF CORRECTIONS	4
PRETRIAL	14
NH STATE PRISON INMATES	0
OTHER COUNTY INMATES	1
TOTAL IN FACILITY	19
ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 3 HOC FEMALE, 4 PT FEMALES, 2 PT MALE NHSP: 2 PT MALE, HILLSBOROUGH DOC: 1 PT MALE ROCKINGHAM DOC: 1 HOC MALE, 1 PT MALE
TOTAL POPULATION	33
AVERAGE DAILY POPULATION JUNE	19
MALE DAYS SERVED IN FACILITY JUNE	570
FEMALE DAYS SERVED JUNE	249 (17 FEMALES)
FEDERAL INMATE DAYS JUNE	0
TOTAL INMATES BOOKED JUNE	33
TOTAL INMATES RELEASED JUNE	22

- a. 2024-2027 Transfer Station Agreements were presented for approval and distribution. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to renew the Transfer Station Agreements and to mail to the core towns for approval. The motion was approved 3-0.
- b. Superintendent Champagne, Captain Rella, Medical Services Coordinator Kilson and Northern Human Services have been working on better ways to facilitate inmate programming, to include LADAC, Behavioral/ Mental Health Counseling and Case Management Services. It can be very difficult to get inmates to meaningfully participate and track progress.
- c. The percentage of opioid use disorders (OUD's) and Substance Use Disorders (SUD's) among new intakes continues to be very high.
- d. The superintendent continues to work with the conference planning group and is working with the awards committee for the association awards banquet.
- e. Superintendent Champagne to provide an update on corrections department pharmacy services.
- f. Mountain Top Mechanical completed the installation of the new heat pump system on July 5, 2024.
- g. The edges around the county fields on Back Pond Road in Stewartstown, NH have been mulched to reclaim several acres of lost field where the trees had been growing in.

9. Report of the West Stewartstown Nursing Hospital Administrator Laura Mills. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. CENSUS: The census was 59 for an occupancy rate of 60.8% based on a bed count of 97, 70.2% based on a bed count of 84, and 78.7% based on a bed count of 75. In June, there were four (4) admissions and no (0) deaths. Of the 59 residents, ten (10) are Private Pay, nine (9) residents are Vermont Medicaid. Two (2) residents are Medicaid Pending, one (1) for NH and one (1) for VT.

There continue to be several applicants on the waiting list. Staff is currently working on two (2) admissions.

Totals for 2024: Seventeen (17) admissions and nine (9) deaths.

- b. STAFFING:
Nursing: There are 168 hours open for RN/LPN (4.2 FTE). There are currently three (3) contract nurses and several temps filling the open hours. There are 960 open LNA hours (24 FTE). There are 36 open MNA hours (.9 FTE). There are currently six (6) contract LNAs and several temps and high school students helping to cover open shifts. Recruitment efforts continue.
- c. COVID-19: Coös County Nursing Hospital has had two employees test positive in the past month.
- d. FACILITY ISSUES:
- On Friday, July 5, the boiler room was flooded. A circulator pump for the second hot water heat exchanger blew a pump seal and sheared an impeller bolt. Luckily there was no damage to the pump. The Plant Manager put in an order for a rebuild kit and a replacement impeller bolt which will be installed on Saturday, July 14. The facility is running fine on one hot water heat exchanger at this time.
 - Maintenance will oversee the installation of a new main distribution panel and transformers by the HVAC team. The Plant Manager will assist in the shutting down and turning back on of appliances to make sure everything is working smoothly when they are finished.
 - More employees are expected to transition their emails to the .gov this week.
- e. HVAC Grant: The electricians returned on July 8, 2024. The contractors expect a power shut down on July 10 to get the new main distribution panel and transformers online.
- f. The Nursing Hospital Administrator has been working with Pam Urban-Morin on the reporting requirements for the grant.
- g. PHARMACY SERVICES: The facility switched pharmacies from Pharmerica to Health Direct on July 1, 2024. So far things are going well.

- h. MEDICAL DIRECTOR: The nursing hospital has contracted with Dr. Peter Moran to be the new Medical Director as of July 1. Dr. Moran served as Medical Director for a short time in 2017 so he is familiar with the facility. Kathryn (Kitty) Martin, PA-C will continue to provide medical services. Coös County Family Health Services will be providing provider billing services.
- i. QAPI: Progress on the QAPI Plan continues including tasks from the most recent Survey Plan of Correction. Current Performance Improvement Projects (PIPs), Documentation, Shift Change Report, MDS Accuracy, and Nursing Hours Posting.
- j. NH MEDICAID: The final NH Medicaid rate for Coös County Nursing Hospital for July 1 is \$239.72, an increase of \$4.81 over the current rate of \$234.91. At only 2.05%, this rate is less than had been approved by the legislature. Per Brendan Williams of the New Hampshire Health Care Association, *“Legislators intended in the state budget to raise nursing home rates at least 6% in the next fiscal year. But they’re only going up an average of 2.89%. The administrative Budget Adjustment Factor is carving out a huge portion of the rates.”*
- k. VT MEDICAID: The new Vermont Medicaid rate that was submitted for July 1, 2024, has been calculated at \$551.39/resident/day. This is the full per diem cost to house and care for each resident so NH taxpayers will not be subsidizing any costs for VT residents.
- l. Committees:
- NHAC Executive Committee- The Nursing Hospital Administrator attends meetings remotely when possible.
 - NHAC Nursing Home Affiliate- The Nursing Home Affiliate meets every month via Zoom.
 - Workforce Development- Meets monthly.
 - UCVH Board of Directors: The Nursing Hospital Administrator attends monthly.
- m. Nursing Hours at HOC: None for June.
10. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that was submitted to the Board in advance of the meeting was as follows:
- a. Current Census: 84 as of 7/3/24. Occupancy Rate: 84%. SNF 6. Private Pay 13. Medicaid Pending 13. Hospice 3. We have 2 LTC admissions planned within the next two weeks.
- b. June 2024 Census Data: Admissions 3. Deaths 1. Discharges 1. Transfer out 9. Transfer in 7. Average daily census 80.6
- c. Year to Date Totals: Admissions 25. Deaths 10. Discharges 5.
- d. Open Positions: RN/LPN: 540 hours, 13.5 FTEs. LNAs: 1554 hours, 38.85 FTEs.
- Agency/Travel Staff: RN: 2 (80 hours/week), LPN: 4 (160 hours/week), LNA: 11 (440 hours/week). Utilizing NHES, Indeed.com, County Website, and Local News Papers for

advertising of open positions. *We are now working with one agency for travelers, this started May 5th. As new contracts are signed with each traveler a much lower rate is utilized, saving approximately \$9.00/hour for LNAs, \$4.00/hour for LPNs, and \$10.00/hour for RNs.*

At the meeting, the Nursing Home Administrator presented a tuition loan program application. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the tuition loan program request for a Berlin Nursing Home employee. The motion was approved 3-0.

- e. Medicaid Room Rate- The July 1 Medicaid room rate will be \$267.93. This is an increase of \$2.01, an overall increase of \$35.04 since July 1, 2023.
- f. Bad Debt to be written off: Deemed uncollectable, \$102,017.94. The budgeted amount for write offs was \$100,000. The remaining balance will come from revenues. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the bad debt write-off of \$102,017.94. The motion was approved 3-0.
- g. COVID-19- No current positive cases for residents or staff.
- h. Maintenance- The cracked sewer line in the south end of the building is scheduled to be repaired in the next several weeks. The sewer line is located under the building in the basement near the employee entrance. The repair will involve breaking into the cement floor in the basement. A temporary sewer line was installed and is working appropriately. The repairs will be covered, only the sewer pipe will not be covered.
- i. Van- On June 28, the facility van was in a minor accident. A report to Primex³ was submitted within hours of the accident. The only damage noted to the van was a crack to a small magnet that holds the rear door open during the use of the van lift.
- j. The SNS Field Technical Engineer has been busy with internet issues our facility has been facing, combined with our pager system that is not always functioning. These issues are being addressed and improvement has been noted.
- k. QAPI Meeting June 18: The following was reviewed; Pressure Injury Prevention; Abuse Prevention; Medication Storage; MDS; Nursing/Provider Documentation; Resident Food Preferences; Therapy Services; Pharmacy Consultant Report; Resident/Family Satisfaction; Resident Psychosocial Support; Employee Retention; Licensing/Credentialing; Employee Recruitment; Billing Accuracy; Resident Account Audits; Generator Maintenance; Fire Alarm/Sprinklers; Mandatory Staff Trainings/Competencies; Infection Prevention; Cyber Security; State Required Reporting – 2 incidents were reported.
- l. GOFERR/CNHIP
Project Status Update: Stuart Anderson, from Alba Architects has reviewed the bids for both remaining projects. A decision will be needed soon. We continue to work with Pamela Urban-Morin regarding the 2 remaining projects.

m. Meetings/Committee Reports:

- County Administrator – staff meetings bimonthly.
- NHAC Nursing Home Affiliate – Monthly via zoom.
- NHAC Executive Committee- Monthly, attend when available.
- HR meetings with Morgan - Bi-monthly.
- Medicaid meeting with DHHS – monthly via zoom.
- Finance/Business office meetings weekly- on Thursdays, started May 16.
- North Country Home Health and Hospice Agency, monthly meetings with Director of Clinical Services. June 19.
- Androscoggin Valley Home Care Services workforce innovation Project, June 17.

11. *Report of the Director of Finance Carrie Klebe.* The written report that was submitted to the Board in advance of the meeting was as follows:

- a. The Federal PILT from the Department of Treasury arrived on 6/26/24. Coös County received \$489,785, which is \$29,262 more than the 2023 PILT.
- b. As of 6/6/2024 \$3,200,000 has been drawn from the Tax Anticipation Note Line of Credit.
- c. The 18th installment (9th year) invoices for the County farmland lease have been distributed to Blue Mountain Dairy and CJEJ Farm.
- d. Coös County received \$26,052.90 in Escheat funds from the State of NH for the Report Year 2020.
- e. The 2024/2025 Primex³ Property & Liability Insurance premium has increased 9.0% over the 2023/2024 premium. The budget included a 10% estimated increase.
- f. Coös County received \$72,001.59 on June 7 for Opioid Abatement Settlement.
- g. Software Update:
 - General Accounting and modules: With recommendation from auditor, finance team will be running both old and new programs simultaneously until year end. Looking to begin no later than September 1. Finance staff will be working with all department heads and users for training over the next few months along with weekly trainings.
 - Human Resources & Payroll modules. The Munis Team has given Coös County Payroll & Human Resource team a training schedule and it will be an intense 6 months of training & implementation. The Go-Live date must be January 1, 2025.
- h. At the meeting, the Finance Director reported that the last payment had been made in June on the IT loan that was taken out in 2020.

12. *Report of the HR Coordinator Morgan DeBlois.* The written report that was submitted to the Board in advance of the meeting was as follows:

- a. The month of June staffing report is as follows.
Hires 10
Separations 5
Change in status 10
- b. Approval requested for proposed Harassment Policy. This policy reflects and specifies harassment types not included in the previous policy to ensure employee safety and reporting guidelines. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the proposed Harassment Policy. The motion was approved 3-0.
- c. Approval requested for the Coös County Safety Manual. To ensure safety practices are current and effective, the HR Coordinator has consulted with legal to devise a safety manual appropriate for all county locations. This effort satisfies NH DOL requirements as well as NH PRIMEX³ compliance requirements. Coös County will establish a safety committee devised from employees of each county location to begin meeting quarterly. This safety manual is separate from the ones located at each nursing home. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to adopt the Coös County Safety Manual and file with Primex³ and establish a joint loss committee. The motion was approved 3-0.
- d. The HR Coordinator is working with SNS and NH PRIMEX³ to devise a Cyber Security Incident Response Plan. This allows for Coös County to have a clear and effective response plan in the event of a major cyber security breach or incident. As we work to enhance our technology safety, this document is crucial in ensuring our responses are timely and effective. Annual tabletop exercises will be required and carried out as directed by the HR Coordinator.
- e. PRIME certification has been completed by the HR Coordinator and accepted via NH PRIMEX³. This annual certification allots the County a percentage discount on claims totals for the year 2024.
- f. The final wave of conversion took place on 07/08-07/10 to transition employees to the government domain. Please note emails will now read “.gov” rather than the previous “.us”. Along with this transition, employees with VPN access were implemented into the MFA process. These efforts will help to keep Coös County cyber safe and compliant.
- g. Meetings & Affiliations
 - HR Affiliate Group
 - Statewide Healthcare SPI
 - HEALTH TRUST Wellness Coordinator meeting
 - Coös County Child Care Crisis Coalition
 - Biweekly National Association of Counties conference planning meetings

13. Commissioners' Committee Reports: There were no reports.

14. Other Business:

- a. Budget Transfers - The Board reviewed and signed the following budget transfers:

Coös County Nursing Hospital:

To: 01-05140-7000 Nursing Travel	\$2,160.00	
From: 01-05140-1700 Nursing Education		\$2,160.00

To: 01-05180-2200 Physician Services	2,050.00	
From: 01-05180-2400 Dentist Services		2,050.00

Coös County Nursing Home:

To: 02-05640-0100 Director of Nursing Services	20,000.00	
From: 02-05640-0200 RN Salaries		20,000.00

To: 02-05640-0500 MNA Salaries	40,000.00	
From: 02-05640-0200 RN Salaries		20,000.00
From: 02-05640-0400 Nursing Assistants Salaries		20,000.00

To: 02-05640-3100 Medical & Surgical Supplies	15,000.00	
From: 02-05680-2200 Physician Services		15,000.00

To: 02-05640-2300 Contract Nurses	50,000.00	
From: 02-05640-0400 Nursing Assistants' Salaries		25,000.00
From: 02-05640-0200 RN Salaries		25,000.00

- b. Parking Lot Bids: Superintendent Champagne reported that five bids were received for the parking lot project. The recommendation was to award the bid to Belknap Septic LLC in the amount of \$18,638. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to award the bid to Belknap Septic LLC in the amount of \$18,638. The motion was approved 3-0.

- c. Berlin: Windows and North Entrance Bids: The County Administrator noted that the bids went out for a third time. Budget wise there are only funds for one project. He proposed moving forward with the north entrance this year. A single bid was received from John Steele Carpentry in the amount of \$125,000. The nursing home administrator noted that the north entrance will enable outpatient rehab services - another revenue stream. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to accept the proposed bid from John Steele Carpentry in the amount of \$125,000 for the north entrance. The motion was approved 3-0.

The County Administrator added that Pam Urban-Morin will keep the windows bid active and ask bidders to update in March 2025 and schedule the project for 2025.

15. Unincorporated Places:

- a. Ratification of approved zoning/building permits: There were no permits to ratify.

- b. Planning Board Alternate Vacancy: Discussion / Action: Chairman Brady requested delaying this item to the August meeting.
 - c. Request for a property tax abatement in Odell: The tax collector presented a recommendation for property tax abatement from assessor John Hatfield, Commerford Nieder Perkins. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the abatement of \$128.78 for property taxes assessed in 2023 for a property in Odell. The motion was approved 3-0.
16. Any other public input:
- a. Bob Gargano expressed to the Board his interest in filling the vacant Planning Board Alternate vacancy.
 - b. The County Administrator asked the County Commissioners to provide to him any local business that would be willing to be sponsors at the County Conference.
17. Non-public session: There were no requests for non-public session.

The next regular meeting is scheduled for August 14, 2024, and will be held at the Coös County Nursing Home in Berlin, NH beginning at 9:00 a.m.

A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to adjourn the meeting at 11:32 a.m. The motion was approved 3-0.

Respectfully submitted,

Commissioner Robert Théberge, Clerk