

February 4, 2010 – The Merrimack County Board of Commissioners met at 9:00a.m. at the Merrimack County Administration Office, 333 Daniel Webster Highway, Suite 2 in Boscawen, New Hampshire. Commissioner Blanchard, Commissioner Hammond and Commissioner Emeritus JD Colcord were present. Administrative Assistant Melinda Harrison was also in attendance.

Commissioner Blanchard explained that she would entertain a motion to go into non-public session.

Commissioner Hammond “Ms. Chairman, I move to enter into non-public session for the purposes of discussing security at the county department of corrections pursuant to RSA 91-A:3, II (g). “

Seconded by Commissioner Blanchard.

Commissioner Blanchard stated this requires a roll call vote and the secretary shall call the vote. Commissioner Hammond called roll with the following votes.

Commissioner Blanchard - yes

Commissioner Hammond – yes

Commissioner Hammond stated a majority of the board having voted yes we will now go into non-public session time being 9:00a.m.

Commissioner Hammond moved to come out non-public session at 9:40a.m.

Seconded by Commissioner Blanchard.

Commissioner Blanchard – yes

Commissioner Hammond – yes

Commissioner Blanchard it is a vote in favor and I do so declare, we will now return to public session.

1. Minutes of previous meeting:

Commissioner Hammond moved approval of the minutes from the January 21, 2010 meeting. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

2. Vendor Manifests

a. 1/26, 1/27, 1/28 & 1/28

Commissioner Hammond moved approval of the vendor manifests as presented. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

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Commissioner Hammond asked Mr. White for an update on the Department of Employment Security coming in to speak with inmates regarding employment opportunities once they are released. Mr. White provided an update and stated this is going well and the inmates seem to participate in these conversations.

Commissioner Hammond also asked Mr. White what the current population was. Mr. White stated the current population is 241 and they have had to open up the gymnasium for housing. Discussion followed.

3. Grant Writer Jack McEnany & McKenna House Director Lorrie Dale:

a. CDBG Funds – Homeless Shelter – McKenna House

Mr. McEnany explained that the McKenna House has approached Merrimack County for assistance in applying for CDBG funds. This would be for structural repairs as well as repairs in general to the facility to provide a higher level of energy efficiency. We can apply for up to \$500,000 in funds and this project is approximately \$171,569.50. We also may want to add some funds in for a structural engineer so the total project would be roughly \$200,000. Discussion followed.

Mr. McEnany explained he is looking for the Board's blessing on moving forward with the application process.

Both Commissioner Blanchard and Commissioner Hammond gave their blessing on moving forward with the application process for the McKenna House as presented.

Mr. McEnany stated that the City of Concord has given their blessing as well and has a letter of support stating so.

4. Nursing Home Administrator Lori Brown:

a. Survey Update

Ms. Brown provided an update on the recent survey that took place about two weeks ago at the nursing home and explained a \$6,000 fine was issued for medication errors that resulted in residents being transported to the hospital. Discussion followed.

Ms. Brown explained she will wait for the final report and depending what is in the report, Ms. Brown may contest it.

Ms. Brown will keep the Board posted on what occurs.

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5. Nursing Home Administrator Lori Brown and Human Resources Director Sara Lewko:

a. Hire above minimum

Ms. Lewko explained this is a request to hire above minimum for Administrator of Assisted Living. Ms. Lewko indicated she would call on Nursing Home Administrator Lori Brown to present the request.

Ms. Brown stated she is requesting approval to increase the salary of Karen Rainville, for the Assisted Living Administrator position, from step four \$48,327.60 to step seven \$52,839.54. The reasons behind this request is that Karen has been a RN for over fourteen years at which time she has held a number of nursing positions including Staff Nurse, Case Manager and Director of Nursing. Discussion followed.

Ms. Lewko explained that the cost between step 4 and step 7 annual is \$3,047.66 a difference of \$117.22 per payroll.

Commissioner Hammond moved approval of the hire above minimum request as presented. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

Commissioner Hammond moved to recess meeting at 10:20a.m. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

6. Human Resources Director Sara Lewko:

a. Tuition Reimbursement

Ms. Lewko explained she has a request for Tuition Reimbursement from Lori Brown of \$1560.00 class to begin in March. Ms. Brown is working towards her master's degree and money has been allocated in the 2010 budget.

Commissioner Hammond moved approval of the tuition reimbursement request as presented contingent on the 2010 budget approval. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

b. Information

Ms. Lewko stated she included information in the Board's packet from the Friend's program in regards to County employee Sharon Cuffe. Sharon volunteers on her own time at the Friend's program.

7. County Administrator Kathy Bateson:

a. Dispatch Appropriations to Capital Reserve Fund

Ms. Bateson explained that every year once the budget process is over there are monies left over in the Dispatch budget that can be transferred into the Capital

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Reserve Account if the Commissioners so desire. The balance is approximately \$52,000. Discussion followed.

Commissioner Hammond moved approval of the transfer as presented. Seconded by Commissioner Blanchard. Motion carried 2 to 0.

Emeritus JD Colcord briefed the Board on a recent meeting he attended regarding HB 684. Discussion followed.

Meeting adjourned at 10:50a.m.

Respectfully submitted,

Leslie G. Hammond, Clerk