

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

FRIDAY, JANUARY 7, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Friday, January 7, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Finance Director Diane Legere, EMD Director Skip Christenbury, Superintendent Christopher Brackett, DOC Medical Administrator Tracy Warren, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of December 16 and December 30, 2021: The minutes of December 16, and December 30, 2021 were withdrawn.
2. Update on COVID-19: Administrator Bower provided a brief Covid-19 update at Riverside Rest Home (RRH) reporting 25 positive staff members and two positive residents who have moved to Hyder. Daily testing of staff and residents is required on the exposed unit. Tests are offered to all visitors who but can't be mandatory due to Centers for Medicare and Medicaid Services (CMS) rules. Community Corrections has one positive employee with no risk of potential spread to others in the facility. Contingency staffing is instituted in Dispatch requiring a rapid test at the beginning of each shift and the County Attorney's Office has switched to remote work whenever possible. He reported on the vaccinated percentages and anticipated return dates for those who have tested positive. There will be a vaccination clinic held on January 28, 2022 for the entire complex to include all doses and boosters and noted the local pharmacies are currently scheduling appointments in February. There was mention of the walk-in vaccination site at Spaulding Commons in Rochester. Due to staffing shortages at the lab, other testing options are being researched.

Department of Corrections (DOC) Medical Administrative Assistant Tracy Warren provided a brief update on Covid at the Jail reporting most inmates are identified as positive at intake. There are currently three Covid positive employees and one inmate. She is sending out additional education and rearticulation of the signs and symptoms of illness along with proper procedures before entering the building. Contracts have been completed for weekly surveillance testing through Affinity, but she is waiting on the administrative log-in information.

Superintendent Brackett provided an update on the recent vaccine clinic which provided boosters to eight inmates and eleven staff members. Vaccines are continually offered to staff and inmates and scheduled when there are a minimum number of interested individuals.

3. Authorize Invoice for Motorola Radio Project: Administrator Bower requested authorization to pay the Motorola Radio Project Invoice out of the six-year Capital Account. Director Christenbury reported on the schedule of payments and project timetable. There was a discussion on financial contingencies and all possible funding sources including American Rescue Plan Act (ARPA) and the Chiefs' Fund which will need to have an increase of possibly (5%) five percent. Administrator Bower will be reviewing the Executive Summary that was just issued regarding the restrictions of ARPA money and he requested a specific policy decision be issued soon on the Chiefs' Fund involvement and fund increase. Further information and discussions are required to create an actual capital plan. Commissioner Watson motioned to authorize payment of \$702,726.25 to Motorola from the Capital Account. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. Superintendent Brackett made note of calling hours for Lori Spagnola at 4:00 p.m. and the two bouquets sent from Strafford County Employees and from her DOC family. The employee of the month parking spot was dedicated to her and Jamie Bickford made a special wreath that is all black with a gray line through it signifying corrections work. Several staff members will be attending. Rockingham and Merrimack Counties have offered to send staff members to stand post, all preapproved by her daughter Lindsey.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss.
 - a. Superintendent Brackett reported on a small fire at Jail Industries this week from rags in a bin that spontaneously combusted. There were no injuries or structural damage and he commended the staff on their quick response. Dover Fire and Life Safety Inspector Rebecca Jalbert made a few suggestions to prevent future incidents which have already been established or are in process of purchase. The evacuation plans and procedures for each department were discussed along with contingency plans in cases of severe damage. Administrator Bower reported on annual tests, quarterly fire drills for all employees on all shifts, enhanced sprinkler systems, and smoking area procedures for RRH.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

FRIDAY, JANUARY 7, 2022,

Page 2

- b. Superintendent Brackett provided an update on a lawsuit filed by an inmate against the DOC which was denied by the judge. Administrator Bower reported the Motion to Dismiss the lawsuit filed in June 2021 in which the inmate never provided answers and is delayed due to staff shortages. Video from WMUR seems to be very helpful with the case.
 - c. Gift cards returned for staff no longer employed will be held for raffle baskets at the next employee appreciation banquet.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
 7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:56 a.m. the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
 8. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:15 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
 9. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
 10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:47 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JANUARY 13, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, January 13, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Director of Residents Services and COVID-19 Coordinator Brianna Haskins-Belanger, Superintendent Christopher Brackett, DOC Medical Administrator Tracy Warren, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of December 16 and December 30, 2021 and January 7, 2022: The minutes of December 16, December 30, 2021 and January 7, 2022 were withdrawn.
2. Update on COVID-19: Director Haskins-Belanger gave a brief update on Covid-19 at Riverside Rest Home (RRH) noting the consistent ebb and flow of positive employees and currently there are 16 active staff and 7 active residents, three of whom can take the antiviral medication. She reported the possible emotional and physical harmful effects of quarantine and treatments in the positive unit and best possible ways to manage the outbreak. There was a discussion on conflicting information in the official Governor's report for the Department of Health and Human Services and the Centers for Medicare and Medicaid Services (CMS) guidelines as to what constitutes outbreak status. She is waiting for information in writing to clarify, but will continue sending reports, testing entire resident population and quarantine as appropriate. The Sheriff's Office and Dispatch have positive cases and are in contingency staffing protocol, however, she requested those individuals only work in the courthouse with the separate back entrance and not work over at the House of Corrections (HOC) until normal staffing can resume to prevent the possible spread to another building. She reported on the increase in the Omicron variant and the repeat positive individuals who have been vaccinated, although the symptoms are mild and there is a shorter length of illness. There was a lengthy discussion on the effects this pandemic is having on the hospitals and the critical staffing issues.

The Governor has assigned 100 National Guard Members, 34 of whom will be at long-term care facilities across the state. Two have been assigned to Riverside Rest Home. One member has already arrived and the second will arrive next week and will be here until mid-March. The plan for utilization will be more for data entry and tracking for testing to free up the Licensed Nursing Assistants (LNAs) to do their medical jobs and lessen the stress on all the medical staff.

Medical Administrator Warren reported on the surveillance testing revealing ten active positive inmates, which exceeds the Medical Unit capacity so they have been moved to Unit C Left which will continue to be the quarantine section to limit exposure to other units.

Superintendent Brackett explained the requirements for reporting to the U.S. Attorney's Office and the American Civil Liberties Union (ACLU) everything related to Covid. The updates, possible exposures, treatment and quarantine plans have all been reported and accepted by the Courts and ACLU who appreciate the created method of updates. There has been additional education sent to the jail and the inmate population regarding the best precautionary measures recommended.

3. Approve Commissioners' Proposed Budget for 2022: Chairman Maglaras reported that the 2022 Proposed Budget will be sent out on Thursday, January 13, 2022, along with the notice for the Strafford County Delegation Public Hearing and Meeting Notice for January 26, 2022 at 7:00 p.m. for public review and comment. The Commissioners Proposed Budget recommends \$73,897,523 in operating expenses, \$37,354,525 in revenues, and \$36,542,998 to be raised by taxation. The total percentage increase over the 2021 Approved Budget is 4.7% and some will be partially or fully funded by American Rescue Plan Act (ARPA). This is the thirteenth year that the Commissioners have presented a budget that is below the tax caps. The Commissioners look forward to a thorough review of the budget by the public and the Delegation.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Schedule Public Hearing and Meetings with Strafford County Delegation. The Full Delegation Public Hearing and Meeting is scheduled for Wednesday, January 26, 2022 at 7:00 p.m.; Subcommittee Meetings will be between Thursday, January 27, 2022 and Friday February 18, 2022; the Executive Committee Public Meeting is scheduled for Friday, February 25, 2022 at 9:00 a.m.; and the Full Delegation Public Meeting to adopt the final 2022 budget is scheduled for Wednesday, March 9, 2022 at 7:00 p.m.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JANUARY 13, 2022,

Page 2

5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Superintendent Brackett reported on the application submitted to Immigration and Customs Enforcement (ICE) requesting an increased rate of pay for boarding and transportation. Inspection standards of 2019, which are not performance based, and the fact we are a non-dedicated ICE facility would be an important factor in having an increase in detainees, but we are requesting a pathway to citizenship for those individuals who are low custody offenders. Information on the weekly protesting, noting three weeks ago there were three cars. Classes have been offered to teach the pathway to citizenship. He provided the annual boarding report for 2021 and Administrator Bower reported the 2022 budget has \$500,000 less than 2021. It was reported that there were no women prisoners from Rockingham County this past year.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:02 a.m. the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
8. Return to Public Session: Commissioner Rollo motioned to return to public session at 10:32 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:17 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JANUARY 20, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, January 20, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Maintenance Director James Gaunya, Superintendent Christopher Brackett, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of December 16 and December 30, 2021, January 7, and January 13, 2022: Commissioner Rollo motioned to approve the minutes of December 16 and December 30, 2021 and January 7, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote. The minutes of January 13, 2022 were tabled until further review.
2. Update on COVID-19: Superintendent Brackett gave a brief update on Covid-19 at the House of Corrections (HOC) reporting there are twenty-eight inmates and seven staff who are positive with only mild symptoms. He received 190 PCR test results from surveillance testing at the University of New Hampshire (UNH) on Tuesday and Wednesday with only one positive and one inconclusive, which is currently being retested. Even with the large uptick in cases, there have not been any requests for a bail hearing by Immigration and Customs Enforcement (ICE) detainees giving a favorable perception of HOC procedures to the U. S. Attorney's Office and the American Civil Liberties Union (ACLU). He reported on an encouraging video of Dr. Erin Bromage who stated his belief that the northeast will have a stark decline in cases in the next two to three weeks and a significant increase in people who have developed Covid antibodies and he expects a change in status from pandemic to endemic soon. He also reported on the 37 pending results and the efforts to minimize the transmission between units noting the increased cases require both units of C Left and C Right. He noted the importance of consistent and transparent reporting of all positive cases to our affiliates including ICE and the ACLU, instead of just the required detainees. He has continued efforts of educating staff and inmates on the importance of wearing masks and practice safe personal hygiene habits, both in and out of HOC, offering vaccines to the population and staff.

Administrator Bower reported on the status of vaccination waiver submissions which were put on hold while courts were deciding the matter, if the criteria had changed, and are now due by January 26, 2022. He expects to answer all the requests before the Covid vaccination clinic on January 28, 2022.

3. Department Head Zoom Meeting at 9:30 a.m.: Captain Hayden, DOC Medical Admin Tracy Warren, and Finance Director Diane Legere joined the Commissioners in the conference room. Director Residents Services and COVID-19 Coordinator Brianna Haskins-Belanger, Criminal Justice Programming Coordinator Carrie Conway, Chief Deputy Joseph McGivern, and Deputy County Attorney Emily Garod joined via Zoom and Catherine Berube joined via cell phone text. Chairman Maglaras requested input from each department head regarding thoughts and consequences of enforcing a vaccine mandate in the House of Corrections (HOC) and Courthouse like the required mandate from the Supreme Court decision for all long-term care facilities receiving funds from Centers for Medicare and Medicaid Services (CMS) including Riverside Rest Home (RRH). After hearing the verifiable vaccination statistics, Safer Federal Workers Taskforce pandemic requirements from ICE and/or U.S. Marshal's Service, and a lengthy discussion, the Commissioners decided to take the issue under advisement and discuss it further during the next meeting before a plan is instituted.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. The next scheduled Commissioners' Meeting will be Wednesday, January 26, 2022 at a time to be determined before the Delegation Meeting.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Gaunya provided information on a state bid received for the purchase of a new Ford F-350 truck with a dump body for \$56,500, which was approved in the Capital plan and he requested a bid waiver and will take four to six months for delivery. The Commissioners unanimously agreed to have Director Gaunya continue to look around locally for a lower price and then telephone Administrator Bower with the information who will have the authority to authorize the purchase. Commissioner Rollo motioned to appoint the new Administrative Assistant, Janet Hilber, to serve as Deputy Treasurer for the County. The motion was seconded by Commissioner Watson and was approved on a roll call vote 3 to 0.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JANUARY 20, 2022.

Page 2

7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 9:55 a.m. the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
8. Return to Public Session: Commissioner Rollo motioned to return to public session at 10:37 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 10:45 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, JANUARY 26, 2022, at 6:00 p.m.

A public meeting of the Strafford County Commissioners was held Wednesday, January 26, 2022, at 6:00 p.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Maintenance Director James Gaunya, Turnstone Corporation V.P. Tony DaCosta, Superintendent Christopher Brackett, Delegation Chairman Peter Schmidt, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes January 13, and January 20, 2022: Commissioner Rollo motioned to approve the minutes of January 13, and January 20, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Superintendent Brackett gave a brief update on Covid-19 at the House of Corrections (HOC) reporting there are twenty-eight inmates and eleven staff who are positive with only mild symptoms. Contingency staffing procedures have been reviewed by the union president and instituted. He was happy to report how well staff members have been working together to cover all shifts.

Administrator Bower reported Director Haskins-Belanger emailed a thorough Covid-19 update at 3:39 p.m. which was also forwarded to the Delegation members. The Covid vaccination clinic will be on Friday, January 28, 2022 which will include all three approved vaccines and boosters.

3. Award Solar Farm Bid: Administrator Bower reported the solar farm bid was reviewed by Rep. Harrington and former Rep. Baber, but requested the bid award be tabled until next week after a presentation from Captain Weisgarber. Chairman Maglaras tabled the bid award until the next scheduled meeting.
4. Discuss Vaccine Mandate for the House of Corrections and Courthouse: Administrator Bower reported on the court ruling which upheld the CMS Vaccine Mandate and he issued information to Riverside Rest Home (RRH) employees, volunteers, students, and contractors who must adhere to the mandate if not approved for a religious exemption, medical exemption, or temporary delay in vaccination. Exemption submission deadline was January 26, 2022 for review on January 27, 2022.
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. With no upcoming events to discuss, the Commissioners moved to the next item on the agenda.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Gaunya was joined by Tony DaCosta, Vice President of Operations from Turnstone Corporation who presented information on the heating, ventilation and air conditioning (HVAC) upgrade at Riverside Rest Home. This project would replace slider windows that are 20 to 40 years old with energy efficient, double hung, half stationary windows with insulated panels for fresh air intake, split units and six roof units. After a discussion regarding what is included in the proposal, time tables, Covid protocols, funding and safety issues, Administrator Bower recommended a discussion with retired Life Safety Consultant Wendy Smigelski at the County's expense to ensure all fire and safety codes are met. Chairman Maglaras tabled the authorization for the HVAC upgrade until the next Commissioners' Meeting after an evaluation by Ms. Smigelski.

Director Gaunya requested a bid waiver on a state bid received for the purchase of a new Ford F-350 truck with a dump body for \$56,539.60 which was approved in the Capital plan. As requested at the last meeting, he provided additional information from local dealerships as follows: Rochester Ford NH estimate of \$64,895.00 available in four to six months and a McFarland Ford estimate of \$72,482.00 available mid-February. Commissioner Watson motioned to waive the bid and authorize the purchase of a new Ford F-350 truck with dump body and plow package for \$56,539.60 from the State Bidder MHQ. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.

7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

WEDNESDAY, JANUARY 26, 2022,

Page 2

8. Attend Delegation Public Hearing and Meeting at 7:00 p.m. in Superior Courtroom II: Chairman Maglaras called for a recess to attend the Delegation Public Hearing and Meeting to present the Commissioners Proposed Budget for 2022, and reconvene after that meeting is adjourned.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 7:30 p.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 7:45 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 8:00 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, FEBRUARY 3, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, February 3, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, COVID-19 Operations Coordinator Brianna Haskins-Belanger, Superintendent Christopher Brackett, Bid Coordinator Gwen Weisgarber, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes January 26, 2022: The minutes of January 26, 2022 were tabled until further review.
2. Update on COVID-19: Director Haskins-Belanger gave a brief Covid-19 update reporting there are currently zero positive residents at Riverside Rest Home (RRH) and only six positive employees, however, there was potential exposure in the facility and the residents will be retested. She reported on the vaccination percentages of residents, employees and contractors, noting that all regular employees are either vaccinated or have exemptions. There was a discussion regarding duties of exempted personnel, consequences of the vaccine mandate, admissions, and a proposed policy change regarding job functions and pay which will be presented at the next meeting. She noted the Strafford County general public has a positivity rate of 12% and reported on the decrease in Covid positive employees at the courthouse and the House of Corrections (HOC). She noted how we seem to be ahead of the curve compared to the other counties and states, but that students have just returned to the University of New Hampshire (UNH), which could change the figures significantly. There will be another Covid vaccination clinic on Monday, February 28, 2022 which will include all three approved vaccines and boosters.
3. Award Solar Farm Bid: Bid Coordinator Gwen Weisgarber provided an Alternative Energy Consultants Cost Breakdown (attached as Schedule A) of each received bid proposal, which she reviewed and recommended awarding the bid to Partner Engineering and Science, Inc. who was the lowest bidder. Administrator Bower reported each bid was reviewed by Rep. Harrington and former Rep. Baber, they both recommended the bid be awarded to Partner Engineering and he requested awarding the bid to Partner with approval to schedule a Zoom introductory meeting next week for a full presentation to verify appropriate coverage. Commissioner Watson motioned to award the bid to Partner Engineering and Science, Inc. in the amount of \$41,040.00. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote
4. Authorize Contract Signing for Riverside Rest Home HVAC Upgrade: Commissioner Rollo motioned to approve the contract with Turnstone Corporation for the heating, ventilation and air conditioning (HVAC) upgrade at Riverside Rest Home and authorize Administrator Bower to sign the contract and any other paperwork required. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. The Delegation Subcommittee Meetings are as follows:
 - a. Riverside Rest Home Subcommittee Meeting was Wednesday, February 2, 2022 at 6:30 p.m.
 - b. Criminal Justice Subcommittee Meeting is Wednesday, February 9, 2022 at 7:00 p.m.
 - c. General Government Subcommittee Meeting is Friday, February 11, 2022 at 9:00 a.m.
 - d. Revenues and Capital Expenditures Subcommittee Meeting is Friday, February 11, 2022 at 1:00 p.m.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Administrator Bower reported on the Riverside Rest Home Subcommittee Meeting held February 2, 2022 at 6:30 p.m. which went very well and was unanimously recommended to be approved by the Executive Committee.
7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:39 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, FEBRUARY 3, 2022

Page 2

9. Return to Public Session: Commissioner Rollo motioned to return to public session at 10:25 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
11. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:12 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

Alternative Energy Consultants - Cost Breakdown

	Bridge			Partner ³	Solas ⁴	U-Source ⁵
	<i>fixed cost - low</i>	<i>fixed cost -high¹</i>	<i>broker fee²</i>			
Phase 1 - Discovery	15,000.00		0.005	5,580.00	24,380.00	0.00
Phase 2 - Feasibility	20,000.00	25,000.00	0.0075	8,280.00	50,650.00	10,000.00
Phase 3 - Procurement	25,000.00	55,000.00	0.0125	21,780.00	44,800.00	277,000.00
Phase 4 -Project Management	TBD	TBD	TBD	5,400.00	8,040.00	TBD
Additional fees	0.00	0.00	0.00	0.00	16,987.00	0.00
TOTAL⁶	60,000.00	80,000.00	102,500.00	41,040.00	144,857.00	287,000.00

¹ Includes Phase 2 Battery assessment, Phase 3 successful implementation fee

² Cost per DC watt -based on 4.1 MW DC

³ Fee subject to change - Phase 4

⁴ Additional fees for site visits, progress reports, invoices

⁵ Phase 2 fee credited to other phases if Phase 3 completed.

Phase 3 cost 5% of project cost, (\$5,740,000.) based on U-Source Proforma 9-2021

⁶ Based on U-Source Proforma 9-2021 - 4.1 MW DC for 5.1 M kWh system

(1 MW = 1,000,000 watts)

1) Discovery

- Discuss Client needs and goals
- Review indicative costs and returns
- Explore project structures and financing options
- Serve as resource and sounding board for internal questions and discussion
- Gauge preliminary interest from a select pool of reputable developers
- Assist with internal go/no-go rationale

2) Feasibility

- Conduct a detailed feasibility analysis
- Estimate project costs and returns utilizing general solar knowledge and specific input from local developers
- Provide an indicative pro-forma and estimated savings calculation

- Perform sensitivity model to pressure test key drivers
- Advise on the benefits and risks of development and partnership
- Present findings to Client and required governing body
- 3) Procurement
 - Develop a Request for Proposal (RFP)
 - Distribute RFP to select group of well-qualified developers/financiers
 - Manage communications with vendors and serve as procurement point of contact
 - Evaluate all proposals and quantify/qualify specifications, value and risk
 - Conduct interviews of respondents
 - Create a summary matrix of options and offers for Client
 - Review vendor contract and commercial terms with customer (as an advisor, not counsel)
 - Assist with negotiation of business terms as needed
- 4) Project Management
 - Remain involved in project construction and management after an EPC or PPA contract is signed
 - Increase scope as needed
 - Any provider obligations with respect to project management would be set forth in a subsequent written amendment, signed by the Parties

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
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PUBLIC NOTICE

THERE WILL NOT BE A

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING

THURSDAY, FEBRUARY 10, 2022

THE NEXT SCHEDULED MEETING IS

THURSDAY, FEBRUARY 17, 2022

AT 9:00 A.M.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, FEBRUARY 17, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, February 17, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, COVID-19 Operations Coordinator Brianna Haskins-Belanger, Superintendent Christopher Brackett, Finance Director Diane Legere, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes January 26, 2022, and February 3, 2022: Commissioner Rollo motioned to approve the minutes of January 26, and February 3, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting on the facility wide decrease in cases, noting there are currently no positive residents at Riverside Rest Home (RRH), only one positive employee and no cases of influenza have been reported this season. Weekly testing will continue with the upgraded system created by the National Guard member assisting RRH, adding bar codes to all identification cards which are scanned with each test. The information is uploaded directly into a document or spreadsheet, cutting reporting times from seven hours to one hour. Further research will continue to use this system for fire drill accounting and other safety operations. Administrator Bower reported on the excellent job and tremendous assistance both National Guard members have been to the facility, noting he and Coordinator Haskins-Belanger have conveyed this information to the members' superiors. A policy change regarding Covid pay was instituted establishing a cap of 80 hours per individual, allowing some flexibility with proof of actual Covid infection. We are cautiously accepting admissions, as staffing allows.

Superintendent Brackett provided a brief Covid-19 update at the House of Corrections (HOC), noting twelve active inmates all in Unit J2, but no positive staff. He reviewed the new Centers for Disease Control (CDC) guidelines and Public Health Network (PHN) guidelines to assess the similarities. There was a lengthy discussion on configuration changes and effects on the air handling system, along with recommendations to review possible changes for future epidemics and/or pandemics to include a larger population.

3. Authorize Transfer of American Rescue Plan Act (ARPA) Funds for Fourth Quarter of 2021: Director Legere reported on the revenue loss for 2021 and the fourth quarter expenditures. After a discussion regarding the calculations on actual audited revenue losses and future possible expenses, she requested authorization to transfer \$7,462,327.45 from the ARPA Fund Account to the General Fund Account. Commissioner Rollo motioned to authorize the transfer of American Rescue Plan Act (ARPA) Funds for the Fourth Quarter of 2021 in the amount of \$7,462,327.45 and sign appropriate paperwork. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Executive Committee Meeting on Friday, February 25, 2022 at 9:00 a.m. Administrator Bower reported on the subcommittee meetings and noted that all unanimously supported the 2022 Proposed Budget
 - b. Commissioners' Meeting Schedule will not include a meeting on Thursday, February 24, 2022, but they plan to attend the Executive Committee Meeting on Friday, February 25, 2022 at 9:00 a.m., even if by zoom.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. There was a discussion on updating the building closure holiday list. The Commissioners unanimously agreed to acknowledge the newest Federal holiday of Juneteenth which will be observed on Monday, June 20, 2022 as a floating holiday. However, due to the Supreme Court Administrative Order which does not close the Superior or Probate Courts for this day, the building will remain open, but note some offices may be closed.

Superintendent Brackett reported on the Department of Corrections revenue for January 2022, which higher than anticipated. The bed rate for Immigration Enforcement Customs (ICE) detainees was negotiated up to \$100 per day, and he reported the average daily population numbers, but noted the rate change does not include transports. He reviewed the progress of the new shower installations, the scheduled arrangements for unit closures and the movement of inmates into other temporary accommodations. He also reported the new VINELink program that notifies victims of the offender's status was utilized 194 times in 2021.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, FEBRUARY 17, 2022

Page 2

There was a discussion regarding the number of individuals in the different programs throughout the County and the overall benefits of each which include pretrial inmates, the employability program, and post-conviction release options. Superintendent Brackett was pleased to report on the tremendous job his staff have done throughout the Covid-19 pandemic and believes the incentives approved by the Commissioners is the reason we received so many qualified applicants.

Maintenance Supervisor Paradis recommended replacing the ten leaking porcelain toilets in units G and H with stainless steel. The cost and ensuring the pipes are not exposed were discussed and the Commissioners unanimously agreed stainless steel would be a better investment.

6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 10:28 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
8. Return to Public Session: Commissioner Watson motioned to return to public session at 11:03 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:48 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

**STRAFFORD COUNTY
COMMISSIONERS**

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NOTICE AND AGENDA
STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING

THURSDAY, FEBRUARY 24, 2022
MEETING IS CANCELLED

THE COMMISSIONERS ARE SCHEDULED

TO ATTEND THE

EXECUTIVE COMMITTEE MEETING

ON FRIDAY, FEBRUARY 25, 2022 AT 9:00 A.M.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
FRIDAY, MARCH 4, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Friday, March 4, 2022, at 8:30 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras and Rollo. Commissioner Watson joined the meeting at 8:55 a.m. Also, present were Administrator Ray Bower, COVID-19 Operations Coordinator Brianna Haskins-Belanger, Superintendent Christopher Brackett, HOC Medical Director Tracy Warren, Finance Director Diane Legere, Delegation Chairman Peter Schmidt, County Attorney Tom Velardi, Sheriff Mark Brave, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes February 17, 2022: Commissioner Rollo motioned to approve the minutes of February 7, 2022, as presented without changes. Commissioner Maglaras seconded the motion, and it was approved unanimously (2 to 0) by a voice vote.
2. Update on COVID-19: COVID-19 Operations Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update, noting the County Complex positivity rate is declining, but the general population positivity rate is high at 9.5%. There are currently no active cases among residents and employees. January 10th was the last time a resident tested positive and February 10th was the last employee positive at Riverside Rest Home (RRH). As of the last vaccine clinic on February 28, 2022 there are approximately 93% of residents who have been vaccinated, 86% of those have received boosters, and 95% of employees have been vaccinated with 36% boosted. There are no active cases among the staff at the courthouse. She reported on the census at Hyder and admissions from local hospitals, which are trending toward traditional admission practices.

Superintendent Brackett and HOC Medical Director Tracy Warren and gave a brief Covid-19 report at the House of Corrections (HOC). Currently there are no Covid positive inmates, but there are two staff members in the medical department who can be retested today and are expected to be back at work soon. One more week of no new positives will remove our outbreak status as described by the Department of Health and Human Services (DHHS) and weekly testing of all staff members will not be necessary. Superintendent Brackett reported 290 inmates have been vaccinated, although that is a transient population, and 28 people have received boosters. Education and access to vaccines continues, along with access to testing. He reported 75% of his staff have received their initial dose of the vaccine and 28% of those have received their boosters.

Administrator Bower reported on a letter received from Dr. Sandeep Sobti, a psychiatrist who travels to facilities across the state, praising the staff and Riverside Rest Home (RRH) as the best in the state. Delegation Chairman Peter Schmidt requested a copy of the letter be sent to the Delegation members.

3. Authorize and Sign the Omnibus Loan Modification Agreement with Northway Bank: Director Legere explained annual reporting is usually required, but this agreement releases the County's obligation to provide an annual report to Northway Bank for all existing loans. Commissioner Rollo motioned to authorize and sign the Omnibus Loan Modification Agreement with Northway Bank. Commissioner Maglaras seconded the motion, and it was approved unanimously (2 to 0) by a voice vote.
4. Open Bids for Fire Alarm System Upgrade – RRH: With prior authorization, Administrator Bower opened the bids for the Riverside Rest Home (RRH) Fire Alarm System Upgrade on Thursday, March 3, 2022 at 9:00 a.m. He reported there were fourteen invitations sent in addition to the advertising, three companies attended the mandatory walk through on February 16, 2022 and only one submitted a bid. Commissioner Rollo motioned to table the bid award until the next scheduled Commissioners meeting with a presentation from Maintenance Director Gaunya and all Commissioners are in attendance. Commissioner Maglaras seconded the motion, and it was approved unanimously (2 to 0) by a voice vote.
5. Recess to attend the Executive Committee Meeting at 9:00 a.m.: Chairman Maglaras called a recess to attend Executive Committee Meeting at 8:50 a.m.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Delegation Public Meeting on Wednesday, March 9, 2022 at 7:00 p.m. to approve the 2022 Proposed Budget
 - b. Administrator Bower requested the National Guard members who have been assisting RRH attend the next scheduled Commissioners' meeting.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

FRIDAY, MARCH 4, 2022

Page 2

7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Sheriff Mark Brave requested the Commissioners appoint Justin Bellen as Emergency Management Director for Strafford County as required by NH Rev Stat 21-P:39 Local Organization for Emergency Management. Commissioner Rollo motioned to appoint Justin Bellen as Director of Emergency Management. Commissioner Maglaras seconded the motion, and it was approved unanimously (2 to 0) by a voice vote.
8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:25 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 11:20 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:15 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
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NOTICE

THE STRAFFORD COUNTY COMMISSIONERS

WILL BE ATTENDING THE

DELEGATION MEETING

WEDNESDAY, MARCH 9, 2022

AT 7:00 P.M. IN SUPERIOR COURTROOM II

THE NEXT SCHEDULED COMMISSIONERS MEETING IS

THURSDAY, MARCH 17, 2022 AT 9:00 A.M.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, MARCH 17, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, March 17, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Sheriff Mark Brave, County Attorney Tom Velardi, COVID-19 Operations Coordinator Brianna Haskins-Belanger, Maintenance Director Jim Gaunya, Director of Volunteer and Public Relations Maria Ayer, Bid Coordinator Gwen Weisgarber, National Guard members Tech Sergeant Wayne Reid, Tech Sergeant Nick Kornutik, and their supervisor US Air Force Sergeant Greg Lawn, and Administrative Assistant/Deputy Treasurer Janet Hilber. Joined via Zoom from Partner Engineering and Science, Inc. for the Solar Farm Feasibility Meeting was Senior Project Manager Michael Gross, Sergio Blanco, Rex Guyer, and Project Engineer Chris Beck.

1. Approve Minutes March 4, 2022: Commissioner Rollo motioned to approve the minutes of March 4, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting there is only one new positive employee at Riverside Rest Home (RRH) with very mild symptoms and an inmate at the House of Corrections (HOC) tested inconclusive on Tuesday. RRH and HOC are no longer in outbreak status, but testing will continue in the affected units. The reduced number of infections in the area and Spring Break at the University of New Hampshire (UNH) has caused a slowdown in receiving results from the lab which requires a minimum number of 376 samples to run the tests. All current results are negative. Based on the current positivity rates, she proposed a change to the mask requirements for most HOC and RRH employees to use surgical masks and the courthouse have optional mask usage, which was approved by the Commissioners.
3. Award Bid for Fire Alarm System Upgrade – RRH: Maintenance Director Gaunya reviewed the reasons the upgrade of the outdated system is necessary and reported there were fourteen invitations, three companies attended the mandatory walkthrough, but only one submitted a bid. Commissioner Rollo motioned to award the bid to Minuteman Security/Norris Fire in the amount of \$118,422.23. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Meeting With National Guard Members Assisting RRH: Coordinator Haskins-Belanger introduced the National Guard members Tech Sergeant Wayne Reid, Tech Sergeant Nick Kornutik, and their supervisor US Air Force Sergeant Greg Lawn. Each provided some background information, prior covid assignments, reported on their time at RRH and their future plans. Nick and Wayne assisted with testing efforts as well as the development of an employee ID number-based test tracking tool to improve the time and efficiency of Nursing Home test reporting requirements. They finished their tour at the nursing home on Tuesday, are all attending this meeting during their personal leave and now will be returning to their respective home bases. Chairman Maglaras and Commissioners Rollo and Watson each thanked them for their service to our country and the wonderful assistance they provided to RRH. Chairman Maglaras provided each with Strafford County pins.
5. Meeting With Partner Engineering at 10:00 a.m. to Discuss Solar Farm Feasibility Study: Members from Partner Engineering joined the meeting via Zoom and provided a comprehensive report on the different options for three different types of solar panels, three prime locations and the financial analysis of each. Several questions were answered and Administrator Bower requested a summary report be sent for additional review and that another virtual meeting be set up in a couple of weeks for further discussion.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Quarterly Jail Inspection planned for the afternoon of Friday, March 25, 2022.
 - b. Meeting on Friday, March 25, 2022 at 11:00 a.m. with Congressman Chris Pappas regarding the Dispatch Radio System Upgrade Grant.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Maria Ayer, Director of Volunteer and Public Relations, provided a presentation on the Dover Community Trail which is behind the nursing home and continues to downtown Dover. Administrator Bower reported the bridge which is now in disrepair was built by a Boy Scout earning his Eagle Scout badge many years ago. Director Ayer reported on the hiring of Civilworks Engineering and shared copies of the plans drawn up to replace the bridge while making it wider

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, MARCH 17, 2022

Page 2

and sturdy enough for wheelchairs and golf carts to utilize. She provided information on the many benefits the wider bridge would provide to all the residents of RRH and the whole community. She requested permission to request bids, review the costs, and use Memorial and Golf Tournament funds to help finance the project. After this project is complete, it might be economical to purchase motorized wheelchairs to have available for families to use more frequently. She will continue to search for grants and organize volunteers to maintain the trails on the property and feels it is a worthwhile investment for future generations. The Commissioners unanimously agreed to have this project go out to bid and requested Director Ayer contact Bid Coordinator Gwen Weisgarber to start the process.

Director Ayer reported the 17th Annual Fondest Wish Golf Tournament is scheduled to be at the Cochecho Country Club on June 14, 2022. There has been an increase in golf participants and plans for the medically capable Fondest Wish recipients to attend and express their gratitude to all the sponsors. She also reported on the 36th Annual Cochecho Arts Festival for the summer of 2022 and requested the Commissioners consider sponsorship.

Sheriff Brave reported on the Motorola dispatch radio system upgrade which is on schedule and expected to be completed around Thanksgiving this year. He will continue to apply for grants as the project progresses. Congressman Chris Pappas will be coming to Strafford County for a press conference on March 25, 2022 regarding the award of the grant and requested arrangements be made to provide a luncheon for the Delegation members who attend.

8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:05 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 11:34 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:35 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
FRIDAY, MARCH 25, 2022, at 11:00 a.m.

A public meeting of the Strafford County Commissioners was held Friday, March 25, 2022, at 11:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Sheriff Mark Brave, County Attorney Tom Velardi, Congressman Chris Pappas and staff, Delegation Chairman Peter Schmidt, Representatives Wendy Chase, Timothy Fontneau, Timothy Horrigan, Cassandra Levesque, and Thomas Southworth, Durham Fire Chief David Emanuel, Durham Police Chief Rene Kelley, Farmington Fire Chief James Reinert, I.T. Director Justin Bellen, I.T. Assistant Ryan Christenbury, Motorola Solutions Systems Engineer Stephen Baldrate, Motorola Account Rep. Scott Cruikshank, Motorola Engineering Supervisor Jim Cipriano, COVID-19 Operations Coordinator Brianna Haskins-Belanger, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Non-Public Session for the Purpose of Discussing Contract Negotiations Pursuant to RSA 91-A:3, II(a): The Commissioners meeting started in Non-Public Session at 11:00 a.m. to discuss contract negotiations.
2. Recess to Congressman Chris Pappas' Press Conference: Chairman Maglaras called a recess at 12:05 p.m. to attend the Sheriff's Office presentation of the Motorola Radio System Upgrade and press conference with pictures at the front of the courthouse. Motorola Solutions Systems Engineer Stephen Baldrate provided a visual presentation of the plans for the six radio towers and expected coverage of the upgraded radio system and answered several questions from Congressman Chris Pappas and Representative Wendy Chase.
3. Luncheon with Congressman Chris Pappas and Delegation Members: The presentation was followed by a luncheon in the café conference room with some Delegation members, police and fire chiefs in attendance.
4. Table Minutes March 17, 2022: Commissioner Rollo motioned to table the minutes of March 17, 2022. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting the numbers are trending in the right direction and there are no positive cases on the complex.
6. Approve the 2022 State of NH Adult Drug Court Program Grant: Director Legere reported on the most recent grant application for \$489,762.73 to offset approximately 82% of the cost of the Drug Court Program. Certain expenses are not covered by this grant. Administrator Bower noted the grant was well written by Criminal Justice Program Coordinator Carrie Conway and is in compliance with almost every item listed and she is working on the remaining requirements. This is the first year the Drug Court requires a Request for Proposal (RFP). Coordinator Conway was unable to attend today's meeting, but will be invited for the March 31st meeting to provide a more thorough explanation. Commissioner Rollo motioned to approve the 2022 State of New Hampshire Adult Drug Court Program Grant for \$489,762.73. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Quarterly Jail Inspection: The Commissioners performed the quarterly jail inspection on March 25, 2022.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Chairman Maglaras reported on his meeting Friday, March 18, 2022 with the New Hampshire Association of Counties regarding the opioid settlement whose members are all in support of his representation for the opioid trust. They are all in agreement of approximately \$3,500,000, in which Strafford County would receive \$500,000 for eighteen years and would cover the Medication Assisted Therapy (MAT) program at \$1,250 per month and \$500 per month for the Abstinence programs. Chairman Maglaras and County Attorney Velardi will be attending the meeting in April.
9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 1:07 p.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

FRIDAY, MARCH 25, 2022

Page 2

11. Return to Public Session: Commissioner Rollo motioned to return to public session at 2:45 p.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 2:50 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, MARCH 31, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, March 31, 2022, at 9:00 a.m. in the Café Conference Room, Lower Level, Justice and Administration Building, 259 County Farm Road, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, Sheriff Mark Brave, County Attorney Tom Velardi, the Union Negotiating Team, COVID-19 Operations Coordinator Brianna Haskins-Belanger, CAC Director Caitlin Massey, CJP Coordinator Carrie Conway, FJC Director Amanda Vachon, Superintendent Chris Brackett, HR/Payroll Coordinator Jill Sheing, Maintenance Director Jim Gaunya, MIS Director Paul Kopreski, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Sign Union Contracts at 9:00 a.m. in the Café Conference Room: The Union Negotiating Team and the Commissioners met in the Café Conference Room at 9:00 a.m. to sign the union contracts.
2. Approve Minutes March 17 and March 25, 2022: Commissioner Watson motioned to approve the minutes of March 17, and March 25, 2022, as presented without changes. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
3. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting on the improved positivity rates in the community and that the state has extended funding for vaccine and testing efforts through June 30, 2022.
4. Approve and Sign Victims of Crime Act (VOCA) Grant: CAC Director Caitlin Massey reported the renewal of the VOCA Grant which covers one family support specialist position, half a forensic interviewer position and the cloud storage portion of the IRecord recording software system which was recently paid for by the National Children's Alliance. It is a great addition, has been well received by staff and an increased interest from other Child Advocacy Center (CAC) agencies in the state. A demonstration of the system will be arranged for a Commissioners' Meeting in a couple of weeks. Director Massey and Director Vachon are continuing to search for additional funding for a matching system at the satellite Family Justice Center (FJC) in Rochester to provide access and comfort to the northern families. There were 284 interviews in 2021 which was the busiest year on record and includes the FJC forensic interviews. Commissioner Rollo motioned to accept, approve and sign the VOCA Grant. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Discuss the 2022 State of NH Adult Drug Court Program Grant with CJP Coordinator Carrie Conway: Coordinator Conway reported on the State of New Hampshire's new requirement to receive Request for Proposals (RFP) for the Drug Court Grant. She explained what the grant covers and the reasons the Attorney General's Office instituted the competitive process. She noted Strafford County's many contributions, experience and positive history are beneficial and is confident in the application. The bid was submitted on March 28, 2022 and closes on April 1, 2022 with a decision expected by the end of April.
6. Bid Opening Jail A/C Rooftop Unit: The RFP for the Jail air conditioning rooftop unit was sent to 13 companies, of which only three attended the mandatory walk-through on March 16, 2022. Bids from Palmer and Sicard, Inc. and Brulotte, Inc. were opened and are within about \$600 of each other. Commissioner Rollo motioned to table the award of the bid until fully reviewed by Maintenance Director Gaunya. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
7. Bid Opening for Compact Utility Tractor: The RFP for a compact utility tractor was sent to seven companies. Bids from James R. Rosencrantz & Sons, Inc and two different bids from Knoxland Equipment were opened. Commissioner Rollo motioned to table the award of the bid until fully reviewed by Maintenance Director Gaunya. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
8. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. With no new upcoming events to discuss, the Commissioners moved to the next item on the agenda.
9. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Vachon reported on the Family Justice Center 10th Anniversary Open House on April 14, 2022. The open house tours will be from 9:00 a.m. to 4:00 p.m. with a reception at 4:30 p.m. and remarks around 5:00 p.m. from the County Attorney and others. She reported on the recent judicial task force report which referenced Strafford County several times and recommends similar centers be open state wide. The national model is twenty years old and this is the only one still open in the state.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, MARCH 31, 2022

Page 2

She discussed the policy changes regarding domestic violence, the renewed relationships with other agencies, and the increase in safety for victims and responders. There was a discussion on additional people who should be invited and she requested the Commissioners speak. All three Commissioners and Administrator Bower plan to attend and it will be added to the next agenda as an upcoming event.

Superintendent Brackett reported on the positive progress regarding the settlement negotiations with the American Civil Liberties Union (ACLU). The Office of Detention Oversight is currently conducting its final day of a three-day inspection which has not found any medical department issues or major deficiencies, and the eight inspectors have been very impressed with the tablet system. Due to the recent contract negotiations, the 2019 National Based Detention Standards have been instituted and transcends from the Immigration and Customs Enforcement (ICE) detainees to all inmates. The Uniform Corrective Action Program (UCAP) will be updated to include inspectors' recommendations, including re-opening of the barber shop. The formal out-brief is scheduled for the afternoon and policy change requests will be presented to the Commissioners in the next few weeks and months.

MIS Director Kopreski requested a bid exception to purchase two new Extreme secondary communication switches. He reviewed the necessity and capabilities of the switches and the two main producers, noting Extreme is a current partner, on the State Purchasing Contract List and the only one within the budgeted price range. He reported the price quoted will increase by 10% on April 1, 2022 and that \$65,000 was part of the six-year capital plan. Commissioner Rollo motioned to award the bid for the Extreme switches to Carousel in the amount of \$65,696.75. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.

10. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
11. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 9:55 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
12. Return to Public Session: Commissioner Watson motioned to return to public session at 12:25 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
13. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
14. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 1:45 p.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, APRIL 7, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, April 7, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, County Attorney Tom Velardi, Finance Director Diane Legere, COVID-19 Operations Coordinator Brianna Haskins-Belanger, HOC Superintendent Chris Brackett, Maintenance Director Jim Gaunya, MIS Director Paul Kopreski, EMS Director Justin Bellen, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes March 31, 2022: The Minutes of March 31, 2022 were tabled until further review.
2. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting two new positive employees at Riverside Rest Home (RRH) and one at the Courthouse, both were outside the 48 hours of symptom onset after working on the complex. She is working with Chris Hamilton to transfer Covid responsibilities and procedures to the Infection Control Department. Superintendent Brackett reported the House of Corrections (HOC) is currently Covid free and they are still testing just over 10% of the inmate population, which has a daily average of 262. Immigration and Customs Enforcement (ICE) is starting to ease some of the pandemic response regulations.
3. Discuss the Wiring of Jail Tamper Valves in Sprinkler System: Maintenance Director Gaunya explained the circumstances for the review of the wiring of the 148 sprinkler system tamper valves and conversations with Dover Fire Department. He received estimates of \$59,200 from Martineau Electric and then \$19,400 from RB Allen to connect to their fire panel system for a total of \$78,600. There was a discussion regarding the meeting of the codes at the time of construction and passing all inspections. A letter will be drafted acknowledging the fire department's concerns and County plans which will be reviewed by County Attorney Velardi.
4. Award Bid of Jail A/C Rooftop Unit: Maintenance Director Gaunya reviewed the Jail air conditioning rooftop unit bids from Palmer and Sicard, Inc. for \$61,950 and Brulotte, Inc. for \$62,583. He called each bidder to receive an approximate timetable and noted Palmer and Sicard, Inc. projected 16 to 18 weeks while Brulotte, Inc. estimated more than 18 weeks. Director Gaunya recommended awarding the bid to the lowest bidder with the quickest estimated timetable, Palmer and Sicard, Inc. Commissioner Watson motioned to award the bid to Palmer and Sicard, Inc. in the amount of \$61,950. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Bid Opening for Compact Utility Tractor: Maintenance Director Gaunya reviewed the compact utility tractor bids from Knoxland Equipment for a Mahindra 2660 in the amount of \$35,098 and a second bid for a Mahindra 2660 with a weight box for \$35,697, and James R. Rosencrantz & Sons, Inc. for a John Deere 4044M in the amount of \$32,799. Director Gaunya recommended awarding the bid to James R. Rosencrantz & Sons, Inc. for the John Deere. Commissioner Watson motioned to award the bid to James R. Rosencrantz & Sons, Inc. for a John Deere 4044M Compact Utility Tractor in the amount of \$32,799. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
6. Discuss Grant Application for the FY2022 COPS Technology Program: Director Legere reported the grant from Congressman Chris Pappas is a COPS Grant and although the \$752,000 has been allocated to Strafford County, there are several steps remaining before the funds will be received. The application packet will be available in late April and she will continue to monitor the website and follow through with all documentation. Director Bellen has prepared the narrative and is set to start the application process for additional grants from Senator Jeanne Shaheen's Office. Administrator Bower requested an invitation to our financial advisor be extended for an upcoming Commissioners' Meeting to discuss all possible financial options before any presentations to the Delegation or Executive Committee in April or May 2022.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. The Family Justice Center 10th Anniversary Open House on April 14, 2022 at 150 Wakefield Street, Suite 16, in Rochester will have tours from 9:00 a.m. to 4:00 p.m. with a reception at 4:30 p.m. and remarks around 5:00 p.m.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. MIS Director Kopreski reported on his attendance of a Primex Seminar regarding security precautions against viruses and ransomware and he described the new additional security measures being implemented. Administrator Bower explained the financial benefits of attending the insurance seminars.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, APRIL 7, 2022

Page 2

Superintendent Brackett reported on the progress of the Jail shower refinishing project which is limiting the ability to accept additional inmates. There was a discussion on different options for the phases of the Jail kitchen remodel due to the need for access to dry storage, the freezer and two refrigerators. Administrator Bower and Superintendent Brackett are working on better coordinated plans which could include using outside vendors to prepare meals, and will provide the best proposal to the Commissioners once the details are explored.

Superintendent Brackett provided the First Quarter Revenue update, acknowledging the total is less than projected, however, new negotiated rates for ICE detainees were not calculated in January and he expects to be back on tract before the end of the year. He has instituted an extended probation period for new employee hires. The Office of Detention Oversight finished a three-day inspection which did not find any life safety/medical department issues or major deficiencies and only minor issues which are easily fixable and mostly wording changes to current policies. He also reported on a Leonard Nadeau's promotion and staff requests to have this year's recognition banquet at Dover Bowl which is much less expensive and has more enjoyable amenities. He will inquire as to a few different available dates and present them to the Commissioners to schedule appropriately.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:05 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:55 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:52 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



PUBLIC NOTICE

THE STRAFFORD COUNTY COMMISSIONERS

ARE SCHEDULED TO ATTEND THE

**FAMILY JUSTICE CENTER
10TH ANNIVERSARY CELEBRATION
150 WAKEFIELD STREET
ROCHESTER, NH**

ON THURSDAY, APRIL 14, 2022 AT 4:30 P.M.

**THERE WILL NOT BE A MEETING AT THE
COMMISSIONERS' OFFICE**

THE NEXT SCHEDULED COMMISSIONERS' MEETING IS

THURSDAY, APRIL 21, 2022 AT 9:00 A.M.
In the Commissioners' Office
259 County Farm Road, Suite 204
Dover, NH 03820

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, APRIL 21, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, April 21, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also, present were Administrator Ray Bower, County Attorney Tom Velardi, Finance Director Diane Legere, COVID-19 Operations Coordinator Brianna Haskins-Belanger, HOC Superintendent Chris Brackett, Maintenance Director Jim Gaunya, Activities Director Kristina Lapoint, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes March 31, and April 7, 2022: Commissioner Rollo motioned to approve the minutes of March 31, and April 7, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting no Riverside Rest Home (RRH) employees are currently positive, but there was a possible exposure on Unit 3 where additional testing will continue. Since September 14, 2021, there have been 110 employees out with Covid, but only 19 residents who have tested positive and attributes this to the exemplary staff efforts in adhering to instituted guidelines and safety precautions. She reported on the verifiable vaccination and booster percentages of the employees and residents, approved waivers, and discussed concerns due to visitors not having to follow the same guidelines as the staff. Positivity rates are increasing at the courthouse and additional testing will continue. Most symptoms present as allergies or colds, so reeducation is necessary to stress the importance of testing before returning to work.
3. Approve Transfer of ARPA Funds for First Quarter 2022: Director Legere provided a breakdown of American Rescue Plan Act (ARPA) expenses through March 31, 2022 and reviewed the lost revenue as of December 31, 2021. She advised some second quarter items be billed with the third quarter after the next half of allotted ARPA funds are received. There was a lengthy discussion on the possible effects ARPA funds may have on bond ratings, and how the County has a strengthened financial position to proceed with future plans, and on the approved 2022 budget that provided for reasonable revenue rates. Administrator Bower explained his plans to build salary increases into the operating budget while phasing out the use of ARPA funds for stipends to strengthen the workforce. Director Legere reported on a notice received from the National Association of Counties explaining a single audit is not required for those who received less than \$10 million in ARPA Funds. She stated we did not fit in that category and reported on our auditing progress. She noted the information is loaded into the Treasury Portal awaiting approval to submit before April 30, 2022. Commissioner Rollo motioned to authorize the transfer of American Rescue Plan Act (ARPA) Funds for the First Quarter of 2022 in the amount of \$1,256,540.28 and sign appropriate paperwork. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Approve and Sign NH Courts Lease Agreement: A four-year lease for the space occupied by New Hampshire Superior Court and Probate/Family Court - Dover from July 1, 2022, through June 30, 2026, with a 1% increase in 2022 and 2024 and 1.5% increase in 2023 and 2025 for a total of \$2,258,354.32 was presented and reviewed. Commissioner Watson motioned to approve and sign the Lease Agreement with New Hampshire Courts. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Update from Kristina Lapoint on Mother's Day Plans for Riverside Rest Home Residents: Director Lapoint provided an update on plans for an outdoor concert planned for Mother's Day on Sunday, May 8, 2022. It will be the first celebration with a parade and performers since the start of Covid-19. She was happy to report on the sponsorship of family members for those residents who don't normally receive visitors. All Covid guidelines will continue to be followed.
6. Meet with Public Finance Management Financial Advisor Stephen Maceroni at 9:30 a.m.: After a brief introduction, Administrator Bower explained the plans to construct a new staff efficient nursing home, possibly attached to the Hyder House, and turning over of the existing nursing home into supportive and assistive low-income housing. He reported on the request for proposals for the conceptual designs and cost estimate with a timeline to present the information to the Delegation to request permission for a large bond of \$80 to \$85 million. He noted the County is in a much better financial position which he is confident will improve the bond rating and noted our bond ratio is about 2% and the bond for the Jail will be paid in full in 2023. Stephen Maceroni from PFM Financial Advisors, Boston Office which has been servicing as municipal advisor to the County for several years, provided information on the impacts of the County's low debt ratio, bond rating, ARPA funding and capacity to afford the project and gave examples of recent municipalities he assisted with new bond projects. There was a lengthy discussion on all things to consider including the plans to build a solar farm, geo technology, water, sewer, natural gas, interest rates, possible Bond Anticipation Note (BAN), timelines, site assessment fees, out of pocket expenses rolling into bonds, future grants, depreciation, and

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, APRIL 21, 2022

Page 2

reimbursement rates. Director Tory Jennison reported on the recent submission of a request to Senator Shaheen's office for a fiscal year 2023 congressional directed spending grant for \$2 million to cover the early costs associated with this project. Commissioner Maglaras reported on the agreement with the three city mayors to create additional affordable housing opportunities which should broaden the base of the County by a million dollars. Mr. Maceroni will run cost calculations and comparisons for using a bond bank versus separate financing and will schedule a meeting when complete.

7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. There were no upcoming events to report.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Maintenance Director Gaunya introduced Brian Boucher who provided a demonstration of the new John Deere tractor approved by the Commissioners and purchased from James R. Rosencrantz & Sons, Inc.

Director Jennison provided information on the earmark processes and her application submission for \$2 million toward the architectural and prep work of the new nursing home and renovations to the old nursing home project which has bipartisan support from the three City Mayors. She will continue to look for additional funds and grants including possible funding from Federal Emergency Management Agency (FEMA) for extreme weather support.

Superintendent Brackett reported on the pandemic response requirement changes from Immigration and Customs Enforcement (ICE) and the current allowable number of detainees based on total number of available beds. He was pleased to announce six new employees will be starting on May 9, 2022, due in part to the enhancements approved by the Commissioners and Delegation and Union negotiations. The outstanding balances from the Bureau of Prisons for about \$151,000 is due to an upgraded software system, not in objection to the bills. ICE inspectors were largely impressed with inspection results. He reported on the shower project which is now in phase four and is hopeful to receive hard start and stop dates for the kitchen project soon.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:37 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:11 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:51 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, APRIL 28, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, April 28, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Ray Bower, Sheriff Mark Brave, Finance Director Diane Legere, COVID-19 Operations Coordinator Brianna Haskins-Belanger, HOC Superintendent Chris Brackett, Maintenance Director Jim Gaunya, SENHS Director Denise Elwart, CJP Coordinator Carrie Conway, Pope Memorial Humane Society Executive Director Robert "Obie" Barker, Jr., Population Health Director Tory Jennison, Occupational Therapy Director Christine Tiernan, Dietician Andrea Tran, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes April 21, 2022: Commissioner Rollo motioned to table the Minutes of April 21, 2022, until further review. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association: The Commissioners congratulated Finance Director Diane Legere and her team for receiving the Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association for the eighth consecutive year. Administrator Bower noted the value of this award should not be underestimated and was proud to know Strafford County is the only one to receive this award so many years in a row. Director Legere reported the independent auditors are very thorough and complimented the staff on their organizational skills and quick response times to all requested backup materials. The Commissioners stated their appreciation for a wonderful job done by our Finance Department
3. Meeting with Denise Elwart from Southeastern N.H. Services Regarding Space at the ALMS House: Executive Director Elwart presented an estimated startup budget and annual budget to convert space at the ALMS House into a 12 to 14 bed sober living facility for men. She reported on the number of men who complete the low intensity program which is 16 to 20 at any given time noting 1/3 to half need to be discharged to a homeless shelter. Potential tenants would have to complete the high intensity treatment, the 90-day low intensity program, meet with a case manager weekly to stay on track with sobriety goals, and pay \$175 in rent at the beginning of each week. It would be temporary housing without restraint until proper housing is attained, but also require progress by the individuals. She listed the necessary renovations, supplies, and pledged donations by Newburyport Bank, Chinburg Foundation, and Bangor Bank. A house manager would stay overnight, receive a stipend, enforce the established curfew, and hold onto any medications. There was a discussion regarding the description of the layout, which would include a kitchenette area with a microwave, dinners provided by churches, the areas required, possible future grants and the timeframe for opening around July 1, 2022. There is a high demand for this type of housing and the expectation is that the open beds will easily be filled. The Commissioners will take under advisement and provide an answer on Friday.
4. Bid Opening Architect for Preliminary Design and Cost Estimate of New Nursing Home: The request for bid proposal was advertised in Foster's Daily Democrat, invitations were sent to eight architectural firms, of which six submitted bids as follows: Banwell Architects; EGA, Architects P.C.; JSA Design; Lavallee Brensinger Architects; Market Square Architects; Warrenstreet Architects, Inc. Commissioner Rollo motioned to table the award of the bid until further review. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Update on COVID-19: Coordinator Haskins-Belanger gave a brief Covid-19 update reporting no Riverside Rest Home (RRH) residents are currently positive, but there was potential exposure on two units from Covid positive employees. Two rounds of testing have been completed on one unit and one round of testing in the other. The courthouse employees are no longer out due to Covid. The employees are doing a good job wearing masks and following all guidelines to prevent the spread to residents. Coordinator Haskins-Belanger will be taking a well-deserved vacation and has assigned Covid issues to appropriate staff members.

Superintendent Brackett gave a brief Covid-19 update for the House of Corrections (HOC) reporting three employee cases one of which has intense symptoms. PCR testing is being performed on Unit J where there was potential exposure. Testing of more than 10 percent of the population continues as required by American Civil Liberties Union (ACLU). Proper use of personal protective equipment, especially masks has prevented the spread of colds as well as Covid.

6. Discuss Dog Pavilion for Pope Memorial Humane Society: Executive Director Barker requested permission to build a dog pavilion about 75 feet behind the Pope Memorial Humane Society building to give the dogs more outdoor time. He provided pictures of the same design used by other shelters, cost estimates of approximately \$150,000, donations, and a timeline of 12 weeks for construction of the steel structure. Permission was granted without objection.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, APRIL 28, 2022

Page 2

7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. The Executive Committee meeting to discuss elected officials' salaries and the first quarter budget is scheduled for Wednesday, May 18, 2022, at 5:30 p.m. and the Delegation meeting to discuss and approve the elected officials' salaries is scheduled for Wednesday, May 18, 2022, at 7:00 p.m. in Superior Courtroom II.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Sheriff Brave and IT Director Bellen reported on the Teneriff Road Land Lease for the radio site in Milton. The Commissioners unanimously agreed to authorize Administrator Bower to sign the lease.

Occupational Therapy Director Christine Tiernan and Riverside Rest Home Dietician Andrea Tran provided a presentation of the International Dysphagia Diet Standardisation Initiative (IDDSI). Ms. Tran explained the necessity for having a global standard of textures for those with swallowing difficulties, and gave examples of potential dangers for not having the correct consistency of food. She provided an update on the progress of implementing IDDSI in RRH and educating staff and residents' family members. The Commissioners invited them to come back in the fall for another progress update.

Director Jennison provided information on the earmark processes and her application submission for \$2 million toward the architectural and prep work of the new nursing home and renovations to the old nursing home project, which has bipartisan support from the three City Mayors. She will continue to look for additional funds and grants including possible funding from Federal Emergency Management Agency (FEMA) for extreme weather support.

Superintendent Brackett reported on the pandemic response requirement changes from Immigration and Customs Enforcement (ICE) and the current allowable number of detainees based on total number of available beds. He was pleased to announce six new employees will be starting on May 9, 2022, due largely to the enhancements approved by the Commissioners, Delegation and Union negotiations. The outstanding balances from the Bureau of Prisons for about \$151,000 is due to an upgraded software system, not in objection to the bills. ICE inspectors were largely impressed with inspection results. He reported on the shower project, which is now in phase four and is hopeful to receive hard start and stop dates for the kitchen project soon.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 9:56 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Return to Public Session: Commissioner Watson motioned to return to public session at 11:10 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 12:15 p.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, MAY 5, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, May 5, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, HOC Superintendent Chris Brackett, Maintenance Director Jim Gaunya, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes April 21, and April 28, 2022: The Commissioners withdrew the Minutes for April 21 and April 28 2022.
2. Update on COVID-19: Administrator Bower gave a brief Covid-19 update reporting Riverside Rest Home (RRH) had four employees who tested positive, which prompted testing the entire facility on Tuesday. All the residents and remaining staff received negative test results. Proper masking has prevented spread of Covid to the residents. He reported on the census including Hyder House and noted Strafford County is third highest in the state for admissions as we continue to assist local hospitals in freeing up beds as needed.

Superintendent Brackett gave a brief Covid-19 update for the House of Corrections (HOC) reporting 4 employee and 15 inmate cases. Facility wide testing will be performed next week, and those who have vaccination waivers will continue to be tested twice a week. Community transmission rates have increased and it is impossible to pinpoint exactly how the virus entered the facilities. He noted the increase in mask fatigue, but recommended KN95 masks on the affected units and N95 masks for those who are facial hair compliant.

Population Health Director Tory Jennison reported her opinion the world is preparing to move from pandemic to endemic and the methods to manage instead of preventing Covid outbreaks,

3. Discuss Replacement of Coil RTU-D1 25 Ton Roof Unit at the House of Corrections (HOC): Director Gaunya reported during an annual inspection and cleaning, a condenser coil on roof unit RTU-D1 at the HOC has signs of corrosion and cracks. After a discussion on the life expectancy, efforts used to prolong the life of all the roof units, funding, and the fact that Trane would have to install new parts to their own machinery, he requested permission to waive the bid and to purchase the new coil from Trane Technologies. He noted factory parts require six weeks for lead-time, which would provide complete installation before the heat of summer. Commissioner Rollo motioned to waive the bid and award the contract to Trane Technologies for \$25,490. Commissioner Watson seconded the motion and approved it unanimously (3-0) by a roll call vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. The Executive Committee meeting to discuss elected officials' salaries and the first quarter budget is scheduled for Wednesday, May 18, 2022, at 5:30 p.m.
 - b. The Delegation meeting to discuss and approve the elected officials' salaries is scheduled for Wednesday, May 18, 2022, at 7:00 p.m. in Superior Courtroom II.
 - c. Interviews with some architects to discuss feasibility study for the new nursing home have been scheduled for Friday, May 13, 2022.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. There was a meeting with Warrenstreet Architects, Inc. representatives to discuss feasibility study for the new nursing home.

Superintendent Brackett reported on the six new employees scheduled to start on Monday and four more going through the hiring process are slated to start in June. He noted appreciation to members of the Community Corrections Department who have assisted and helped reduce overtime. He reported the shower project is in the fourth phase and mobile kitchens have been contacted to explore cost effectiveness for serving meals during the kitchen project.

6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:33 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, MAY 5, 2022

Page 2

8. Return to Public Session: Commissioner Watson motioned to return to public session at 10:05 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:10 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
FRIDAY, MAY 13, 2022, at 8:30 a.m.

A public meeting of the Strafford County Commissioners was held Friday, May 13, 2022, at 8:30 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Sheriff Mark Brave, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes April 21, April 28, and May 5 2022: Commissioner Watson motioned to approve the minutes of April 21, April 28, and May 5, 2022, as presented without changes. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Administrator Bower gave a brief Covid-19 update stating Riverside Rest Home (RRH) has no positive residents, but four employees are out due to Covid. He reported on the medicine successfully used for the treatment of Covid in immunocompromised patients with symptoms and a conversation with New Hampshire State Epidemiologist Dr. Chan regarding the availability of the medication. The House of Corrections (HOC) has eight employees and six inmates who have Covid. Superintendent Brackett was attending an academy graduation for a couple of officers.
3. Discuss Admin. Vehicle with Sheriff Brave: Sheriff Brave reviewed the status of the vehicles approved for purchase, which delivery has been delayed until 2023 due to the microchip shortage. He reported on the hiring of a part-time investigator who will require a vehicle and requested permission to purchase a new vehicle for Chief Deputy Sheriff and transfer his Ford Fusion to the investigator. The quote he received from Irwin Automotive Group is a state bid. He requested the bid process be waived and the state bid be accepted. Commissioner Rollo motioned to waive the bid, accept the state bid from Irwin Automotive Group for the purchase of a Ford Explorer for \$40,366. Commissioner Watson seconded the motion and approved it unanimously (3-0) by a roll call vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. The Executive Committee meeting to discuss elected officials' salaries and the first quarter budget is scheduled for Wednesday, May 18, 2022, at 5:30 p.m.
 - b. The Delegation meeting to discuss and approve the elected officials' salaries is scheduled for Wednesday, May 18, 2022, at 7:00 p.m. in Superior Courtroom II.
 - c. Fondest Wish Golf Tournament, Tuesday, June 14, 2022 at 8:00 a.m. Registration, 9:00 a.m. Shot Gun Start (Welcome and Send Off with Return for Luncheon). Every available golf time slot has sold out.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Sheriff Brave reported that Seacoast Harley are sending over a proposed lease agreement for a police Harley Davidson motorcycle for 2022 and expect to take delivery next week. He reported the Town of Farmington has approved funding a second full-time School Resource Officer (SRO) for the summer to help tackle the truancy issues. Sheriff Brave, Chief Deputy McGivern, and Steve Bourque will be attending a Middleton Select Board meeting to discuss patrol assistance on June 6, 2022 at 6:30 p.m., and invited the Commissioners to join. He noted the many requests from local representatives and chiefs. He described the efforts to assist other agencies with workforce shortages including supporting Middleton and Milton Fire and added patrols for many town, city and State police departments. There was a discussion on the hardship several departments are having with obtaining qualified individuals throughout the State of New Hampshire.

Administrator Bower reported on the celebration of National Skilled Nursing Care Week and the events scheduled which included Spirit week dressing up in different attire each day. Monday-beach day, Tuesday-twin day, Wednesday-tie-dye day, Thursday-pajama day, and Friday-sports day.

There were meetings with representatives from Lavallee Brensinger Architects, JSA Design, and EGA Architects, to discuss feasibility study for the new nursing home.

6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:27 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

FRIDAY, MAY 13, 2022

Page 2

8. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:51 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:45 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, MAY 18, 2022, at 4:30 p.m.

A public meeting of the Strafford County Commissioners was held Wednesday, May 18, 2022, at 4:30 p.m. in the Commissioners' Conference Room, Justice and Administration Building 259 County Farm Road, Dover, New Hampshire. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Ray Bower, County Treasurer Pamela Arnold, COVID-19 Operations Coordinator Brianna Haskins-Belanger, Delegation Chairman Peter Schmidt, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Non-Public Session for the Purpose of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a). The motion was seconded by Commissioner Rollo and accepted unanimously on voice vote 3 to 0.
2. Return to Public Session: Commissioner Watson motioned to return to public session at 5:15 p.m. Seconded by Commissioner Rollo and approved unanimously 3 to 0 on a voice vote.
3. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session. The motion was seconded by Commissioner Watson and approved unanimously by voice vote 3 to 0.
4. Approve Second Round of Tax Anticipation Note Borrowing (TANs) for Up To \$16,540,000 for 2022: Treasurer Arnold presented a letter of request asking the Commissioners to approve the borrowing of \$16,540,000 in tax anticipation notes. Chairman Maglaras noted that the County goes to bid for our tax anticipation notes twice a year. This will be the second round for \$16,540,000 to pay the County's financial obligations for the second half of the year. Once the Commissioners approve borrowing the TAN's, the Delegation's Executive Committee will be asked to approve the borrowing at their meeting today. Commissioner Watson motioned to approve the borrowing of up to \$16,540,000 in tax anticipation notes to meet County expenditures and obligations for the period of July through December, 2022, with repayment on December 31st after receipt of tax payments from the cities and towns. Commissioner Rollo seconded the motion and it was approved unanimously by a roll call vote 3 to 0, as follows:

YEAS: Maglaras, Watson, and Rollo (3)

NAYS: None

5. Recess to Attend Strafford County Delegation Executive Committee: The Commissioners recessed the meeting in order to attend the Delegation Executive Committee's First Quarter Budget Meeting and Delegation Meeting, which were held in Superior Courtroom II, Upper Level, 259 County Farm Road, Dover NH. The Commissioners reconvened after these meeting adjourned at 8:45 p.m.
6. Adjournment: Commissioner Rollo motioned to adjourn the meeting at 8:55 p.m.; seconded by Commissioner Watson and approved unanimously by voice vote 3 to 0. The Commissioners then signed paperwork as appropriate.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, MAY 26, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, May 26, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Maintenance Director Jim Gaunya, MIS Director Paul Kopeski, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes May 13, and May 18, 2022: Commissioner Rollo motioned to approve the minutes of May 13, and May 18, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update reporting the positivity rate in New Hampshire has increased with Strafford County now in the 10% to 15% range. She reported three employees at Riverside Rest Home (RRH) and a few in the Sheriff's Office are out with Covid. No RRH residents or House of Corrections (HOC) employees have tested positive and only one inmate at the HOC tested positive after leaving the facility for a doctor appointment.
3. Award Bid for Architectural Preliminary Design and Cost Estimate of New Nursing Home: Director Jennison detailed the six bid submissions as noted in attached Exhibit A. She reported on the additional interviews with four of the companies, and two who were finalists. Based on the clarified and acceptable timelines and cost estimates, which include a construction manager who would have to submit a bid when publicized, she recommended awarding the bid to Warrenstreet Architects, Inc. Commissioner Rollo motioned to award the bid to Warrenstreet Architects, Inc. and authorize Administrator Bower to sign the documents after approval by Primex. Commissioner Watson seconded the motion and it was approved unanimously (3-0) by a roll call vote.
4. Authorize and Sign Loan Documents to Finance 2020 Ford Explorer for \$40,366: Director Legere presented loan documentation for the 2020 Ford Explorer purchased for the Sheriff's Office for \$40,366 with a rate of 2.5% for three years with three annual payments starting May 31, 2022 with Northway Bank. Commissioner Rollo motioned to authorize and sign the loan documents for a 2020 Ford Explorer for \$40,366 due in three annual payments. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Discuss Lease of Harley Davidson Police Motorcycle: Director Legere presented loan documentation on a two-year lease for a Harley Davidson Police motorcycle. There will be two annual payments of \$2,500. Commissioner Watson motioned to authorize the two-year lease of a police motorcycle for the Sheriff's Office. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
6. Discuss Meeting with Cross Roads House Board Members and Tour of Riverside Rest Home in June: Chairman Maglaras reported on a discussion with Will Arvelo, Executive Director of Cross Roads House in Portsmouth regarding having the Cross Roads House Board members visit the current Riverside Rest Home to discuss future possibilities to redevelop into "transitional housing." He noted the board members have other full-time employment and requested the meeting and tour be late in the afternoon in the first or second week of June. He will follow up with Mr. Arvelo to narrow the requested date to a specific day and inform everyone when a date is decided.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Fondest Wish Golf Tournament, Tuesday, June 14, 2022 at 8:00 a.m. Registration, 9:00 a.m. Shot Gun Start (Welcome and Send Off with Return for Luncheon)
 - b. Opening for the Filing Date for the 2023-2024 Election is June 1, 2022. Efforts to coordinate a joint filing with all current elected officials for June 1st or June 2nd, depending on availability of all officials.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Kopeski reported on the current financial software requiring an upgrade. He explained it runs on Internet Explorer, which will no longer be supported after July 19, 2022. Director Legere noted the software has been reliable. He requested an exception to bid, permission to purchase the upgrade and transition to a more secure internet browser. Commissioner Rollo motioned to waive the bid and purchase the upgraded software for \$16,000. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, MAY 26, 2022

Page 2

Director Gaunya reported the cost of the 21 countertops approved to be replaced in 2022 has increased by \$8,000 and the faucets increased by \$4,600. He requested a reconsideration based on the current plans to build a new nursing home. After discussion on the redesigns for transitional housing and possible bonding or other funding, the Commissioners unanimously agreed to replace only the countertops and faucets in bad shape and revisit the capital expense next year.

Director Jennison reported on the State of New Hampshire's submission of an application for Money Follows the Person Demonstration grant and a supportive letter by Administrator Bower to New Hampshire of Health & Human Services. The Long-Term Services and Supports systems focus on housing and food security and ways to help people stay in their homes longer before placement in a nursing home. Administrator Bower explained the new program follows people from the community to delay needed admissions into a nursing home or being the only solution, versus the prior program, which started in the nursing home and looked for ways to get people out and back into their homes. There was a lengthy discussion on the capacities of the region, funding, growing needs of citizens, and the collaborative efforts with municipal leaders, Strafford Planning, Catholic Charities and Harmony Homes along with others in the region. A simple model of the whole person problems within the community, who pays for it and the Managed Care Organization contract impacts were discussed, along with deferred maintenance of healthcare issues.

Director Jennison provided an update on the transition of the Executive Officers for Community Partners and Chairman Maglaras will send a letter on behalf of the Strafford County Commissioners.

Administrator Bower reported on a telephone conversation with the New Hampshire Department of Employment Security (NHDES) and New Hampshire Department of Health and Human Services (NHDHHS) regarding the termination of benefits scheduled to end late this year or early next year, which will likely force approximately 30,000 people into the workforce and/or living on the streets. He discussed a return to work pilot program with NHDHHS offering \$6,500 in training or salary support, which could be used to enhance specialized training or salary incentives to hire people for jobs such as aids, LNA's, unlicensed positions and possible mothers hours. Strafford County was the only county nursing home to volunteer. Funding sources were not apparent.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:57 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 10:57 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:28 a.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

Exhibit A

2022: Strafford County Nursing Home Bid Review

Vendor	RFP Cost Proposal TOTAL	Project Admin Fee
Market Square Associates	\$149,650	4.50%
JSA Architects	\$185,000	4%-5.25%
Lavallee Brensinger	\$113,000	3.80%
EGA	\$60,000*	3.375%
Banwell Architects	\$57,500	7%-10%
Warrenstreet Architects	\$60,000	3.50%

* revised to \$75,000 during bid interviews

COMMISSIONERS
GEORGE MAGLARAS, Chairman
ROBERT J. WATSON, Vice Chairman
DEANNA S. ROLLO, Clerk

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



NOTICE

**STRAFFORD COUNTY COMMISSIONERS
WILL BE MEETING AT 8:15 A.M.
THURSDAY, JUNE 2, 2022**

**AT THE COMMISSIONERS' CONFERENCE ROOM
259 COUNTY FARM ROAD, DOVER, NH 03820**

**TO DRIVE WITH OTHER THE OTHER CURRENT ELECTED OFFICIALS
TO THE SECRETARY OF STATE'S OFFICE
IN CONCORD, NH
TO FILE FOR ELECTION
FOR THE 2023-2024 TERM**

**THE NEXT SCHEDULED COMMISSIONERS MEETING IS
THURSDAY, JUNE 9, 2022 at 9:00 A.M.**

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JUNE 9, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, June 9, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Superintendent Chris Brackett, HOC Medical Director Tracy Warren, Finance Director Diane Legere, Delegation Chairman Peter Schmidt, County Attorney Tom Velardi, Sheriff Mark Brave, IT Director Justin Bellen, Population Health Director Tory Jennison, Warrenstreet Architects Jonathan Halle and Jonathan Smith, Harvey Construction Executive Vice President Rob Prunier, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes May 26, 2022: Commissioner Rollo motioned to approve the minutes of May 26, 2022, as presented without changes. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Meeting with Warrenstreet Architects, Inc. at 9:00 a.m.: Jonathan Halle and Jonathan Smith from Warrenstreet Architects, Inc. and Rob Prunier, Executive Vice President of Harvey Construction thanked the Commissioners for their time and provided detailed information on what to expect for construction management, timelines, material delivery issues and costs. It was clarified that the contractors will have to go out to bid, and that Harvey Construction will be welcome to submit a bid when the time is decided, probably at the end of July. Chairman Maglaras provided information on his vision of a village-like facility for families to feel welcome, while providing the best possible design for the staff to manage the residents appropriately. The Commissioners would like to put together a 50-year plan, which could include an additional assisted living facility in the back so people could age in place comfortably and work concurrently with the New Hampshire Housing Development to address the transitional housing gap. Planning and preconstruction phases will be completed before the Delegation meeting in August in order to request permission to bond the project for an accurate amount. There was a thorough discussion regarding intentions, expectations, finances, grants, costs, supply chain issues, contingency plans and eligibility. Warrenstreet Architects would like to schedule regular workshops twice a week, starting with virtual meetings, to walk through each program and vision of this state-of-the-art facility and review site plans. The first meetings scheduled for Administrator Bower and Tory Jennison with Warrenstreet Architects will possibly be on Tuesday and Thursday afternoons.
3. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update reporting no positive residents and only one employee at Riverside Rest Home (RRH), who was out on vacation when tested positive. Director Warren reported the House of Corrections (HOC) had an outbreak of 41 inmates, all in Unit G, but it is currently down to 26. All had very mild symptoms or were asymptomatic. Due to the high number of individuals and the shower project, Unit G was utilized as the Covid medical unit and minimal access was strictly enforced to minimize exposure to others. Four other units were tested and all were negative.
4. Authorize the Contribution Assurance Program (CAP) with Primex for CY 2023-CY 2025: Director Legere reported Primex is an expert in Municipal Insurance and used by almost every county, city and town in the State of New Hampshire. She requested a renewal of the Primex Insurance and noting the deductible amounts are zero, except for vehicles. The three-year program has a maximum increase of 5% for all except workers compensation, which has a max of 6% increase. She reported on the benefits Primex has provided which include the end of year holiday for premium payments and legal representation. Commissioner Watson motioned to authorize and sign the Contribution Assurance Program with Primex for calendar year 2023 through calendar year 2025. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Discuss Dispatch Chiefs' Fund: Director Legere reported the current amount in the Chief's Fund and the status of the Pappas Grant, which is through the Community Oriented Policing Services (COPS) and is due by June 28, 2022. Director Bellen reported some chiefs have inquired as to when the next bills will be sent and the amount of any increases. Barrington, Lee and Madbury Fire Departments are interested in returning to the Strafford County Dispatch System, and other towns are considering joining. The new system enhances growth and closes gaps in communications. There was a discussion regarding payment and possible grants for the Motorola Radio System and equipment upgrade and what, if any, portion should be charged to the towns. The current charges are based on the history and not on actual call volume of each town department. Administrator Bower noted the Delegation Executive Committee had already approved a \$3.5 Million bond. Delegation Chairman recommended answers to all questions be prepared before presentation to the full Delegation. The decision to change the current formula, and who will be making the bond payments will require further discussion.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JUNE 9, 2022

Page 2

6. Discuss Juneteenth Holiday: Chairman Maglaras reported the County is respecting the Juneteenth Holiday. However, the courthouse will remain open to accommodate the courts, which are open this year, but have already declared it a holiday in 2023. As previously decided in December of 2021, employees will receive a floating holiday and each department head is responsible for the decision to close their office or provide a day off with pay to be used within six months, similarly to the Martin Luther King Jr. holiday.
7. Flag Day Discussion: Sheriff Brave reported Congressman Chris Pappas would be presenting a flag, which was flown over the Capitol during Police Week, to the Sheriff's Department on Friday, June 10, 2022 at 3:15 p.m. and he invited the Commissioners to attend the ceremony.
8. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Meeting with Cross Roads House Board Members at 3:00 p.m. to tour Riverside Rest Home.
 - b. Fondest Wish Golf Tournament, Tuesday, June 14, 2022 at 8:00 a.m. Registration, 9:00 a.m. Shot Gun Start (Welcome and Send Off with Return for Luncheon).
 - c. House of Corrections Employee Appreciation Banquet is at Dover Bowl on June 24, 2022 at 5:00 p.m., RSVP by June 10, 2022.
 - d. Jail Inspection is due before the end of the month.
9. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. With no old or new business, the Commissioners moved to the next item on the agenda.
10. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
11. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:06 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
12. Return to Public Session: Commissioner Watson motioned to return to public session at 11:55 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
13. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
14. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:45 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
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Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



NOTICE

STRAFFORD COUNTY COMMISSIONERS
WILL BE ATTENDING THE
FONDEST WISH GOLF TOURNAMENT

TUESDAY, JUNE 14, 2022

AT THE COCHECHO COUNTRY CLUB
DOVER, NH

THERE WILL NOT BE A SCHEDULED MEETING ON THURSDAY

THE NEXT SCHEDULED COMMISSIONERS MEETING IS

THURSDAY, JUNE 23, 2022 at 9:00 A.M.
IN THE COMMISSIONERS' OFFICE

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JUNE 23, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, June 23, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, County Attorney Tom Velardi, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Maintenance Director Jim Gaunya, Director of Volunteer and Public Relations Maria Ayer, CAC Director Caitlin Massey, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes June 9, 2022: The Commissioners withdrew approval for the June 9, 2022 Minutes.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update reporting three unlinked employees at Riverside Rest Home (RRH) tested positive, avoiding outbreak status protocols. She credited the staff with proper use of Personal Protective Equipment (PPE), which has helped to keep all the residents Covid free. Surveillance testing continues Mondays, Tuesdays, and Fridays. She has provided reeducation of symptoms, which are very similar to colds and allergies, to the staff and proper procedures when any of the symptoms appear. The House of Corrections (HOC) positivity rate had declined.
3. Discuss Rochester Childcare Request for CDBG Funding: Director Legere reported on conversations with Cora Hoppe at the Rochester Child Care Center and CDBG Consultant Donna Lane. They reached out requesting fiscal agent assistance for a \$341,000.00 grant to upgrade the rooftop ventilation. Time is of the essence with the grant rider request bid needing to be posted as soon as possible and a public hearing in mid-July to complete the application by July 25, 2022. There was a discussion regarding what is needed to complete the application and the timeline. The Commissioners are all interested in the project and unanimously agreed to proceed.
4. Child Advocacy Center (CAC) Cloud Based IRecord System Demonstration: Director Massey provided a thorough demonstration of the IRecord system approved by the Commissioners in September of 2021 and paid for by the National Children's Alliance in March 2022. The entire staff and law enforcement agencies are very happy with the ease and recording quality of the system. Director Massey has submitted a request for a \$15,000 grant to install a duplicate system at the Rochester Family Justice Center to provide continuity and ease of access between agencies. The system has artificial intelligence transcription capabilities, which will save considerable time and money once proven accurate to defense personnel and everyone is comfortable. County Attorney Velardi was proud to note this most significant upgrade, and he appreciates the Commissioners continued support.
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Jail Inspection will be conducted on June 30, 2022 due to Covid.
 - b. Award TAN Bids for \$16,540,000 on Tuesday, July 12, 2022 at 11:00 a.m.
 - c. Sign TAN Documents on Thursday, July 14, 2022 at 9:00 a.m.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Maria Ayer reported on the Fondest Wish Golf Tournament, which was Tuesday, June 14, 2022 at the Cochecho Country Club and raised \$10,587.00. She is hoping to increase granted wishes since it has been limited over the past couple of years due to Covid. There was a discussion regarding possible changes for next year's golf tournament, which could include starting at 8:30 a.m. or having an all-day event with more teams. She is sending out a questionnaire to this year's golf participants requesting recommendations for improvements while keeping costs down.

Maintenance Director Gaunya provided an update on the electrical transformer, which needed emergency repairs. Eversource recommended replacement due to the severity of the damage. Oil had leaked into the ground, which required removal of all contaminated soil. Eversource installed new poles and moved the transformer behind the dumpster fence. The generator provided power for two days and the transition went smoothly. The experience was enlightening, showing best usages for the generators and adding routine inspections to prevent similar issues.

Coordinator Haskins-Belanger requested a bid waiver and permission to purchase an Accushield sign-in system for skilled nursing facilities. She reviewed the abilities, customizations, and benefits of the system, which includes an integrated thermometer, desktop kiosk with printer and scanner, floor stand with shelf and the full premium software

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JUNE 23, 2022

Page 2

package. She provided a breakdown of the estimated manual screening and reporting of the Payroll Based Journal (PBJ) to the Centers for Medicare & Medicaid Services (CMS) and to the National Healthcare Safety Network (NHSN). The manual entry costs of \$82,462.90 as compared to the Accushield system would provide an estimated \$75,197.92 in annual savings to the county after the initial setup fee. There was a discussion regarding the software updates, reviews by other long-term care facilities, and reliability issues. Commissioner Watson motioned to waive the bid and authorize the purchase of the Accushield sign-in system for \$12,132.00 with the premium software package of \$299 per month. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote

Director Tory Jennison provided an update on the planning stages of the new nursing home, the twice a week meetings with Warrenstreet Architects. She also reported on the discussions with members of other agencies and municipalities regarding the extreme need for obtainable housing, the lengthy waitlists and possible solutions that are the other two legs of Chairman Maglaras' three legged stool analogy. There was a discussion regarding the solar farm possibilities with different sizes and areas and coordination with the new nursing home construction. Administrator Bower is confident in the time schedule and ability to answer any questions by members of the Delegation in August. They reported on the comprehensive 50-year plan, the best model involving the Program of All-Inclusive Care for the Elderly (PACE) to support the community and prevent people from going into the nursing homes, and coordinated efforts with Strafford Regional Planning. The meetings with Warrenstreet Architects will periodically be in person, and we expect to have a preliminary drawing on paper by the end of July.

7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:42 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
9. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:05 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
10. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
11. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:35 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS ADMINISTRATIVE PUBLIC MEETING MINUTES
THURSDAY, JUNE 30, 2022, at 9:00 a.m.

An Administrative public meeting of the Strafford County Commissioners was held Thursday, June 30, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioner Maglaras, Administrator Raymond Bower, County Attorney Tom Velardi, Finance Director Diane Legere, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Award Bid for CDBG Grant Application Writer for Rochester Childcare Center Application: Director Legere reported the request for bids was sent to the list of pre-approved CDBG Grant Application Writers and only one bid was received within the allotted maximum acceptable fee schedule. Time being of the essence and with prior permission from Commissioners Watson and Rollo, Chairman Maglaras awarded the bid to Donna Kerwin Lane for \$4,000.00 and approval was granted for the public hearing on July 21, 2022 at 3:00 p.m. to be publicize in next week's Foster's Daily Democrat.
2. Old and New Business: Chairman Maglaras performed the second quarter House of Corrections inspection and found it to be in excellent condition regarding the management and security, as well clean and free from debris. Chairman Maglaras signed the letter to the Department of Justice, which was immediately emailed and mailed via the United States Postal Service.
3. Adjournment: Chairman Maglaras signed paperwork as appropriate and the meeting was adjourned at 10:34 a.m.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JULY 7, 2022, at 2:30 p.m.

A public meeting of the Strafford County Commissioners was held Thursday, July 7, 2022, at 2:30 p.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, EMS Director Justin Bellen, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes June 9, June 23, and June 30, 2022: Commissioner Rollo motioned to approve the minutes of June 9 and June 23, 2022, as presented without changes. Commissioner Watson seconded the motion, and they were approved unanimously (3 to 0) by a voice vote. Chairman Maglaras approved the Administrative Meeting Minutes for June 30, 2022.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update reporting four unlinked employees at Riverside Rest Home (RRH) are out due to household contact with one potential exposure to the facility. She credited the staff for following protocols, which helped prevent the residents from contracting influenza and Covid. RRH has currently has a high transmission rate, but she noted the rate of transmission is calculated differently for long-term care facilities than the general population which currently has a low rate. The courthouse has a few employees out with Covid.
3. Update on Bid Award for CDBG Grant Application Writer for Rochester Childcare Center Application: Chairman Maglaras and Administrator Bower opened the one bid submitted on June 30, 2022 for the Community Development Block Grant (CDBG) Projects. Administrator Bower reported the request for bid was sent to all pre-approved CDBG Grant Application Writers. Finance Director Legere had reviewed the bid and her qualifications, and then recommended awarding the bid to Ms. Lane. Time being of the essence, Chairman Maglaras awarded the bid to Donna Kerwin Lane for \$4,000.00 and approved the immediate advertisements for the public hearings to be held on Thursday, July 21, 2022 after 3:00 p.m., per CDBG requirements.
4. Bid Waiver Request and Lease Approval for County Attorney Postage Meter: Administrator Bower reviewed the information provided by County Attorney Velardi, which included the United States Postal Service (USPS) requirement of dimensional weighing not available on the current machine and the current lease expiration date of September 29, 2022. He clarified this is more of an extension of the current lease, but upgrading the machine to meet USPS requirements and that the quote is from Formax and Quadient Leasing through a State Bid. The new iX-3 Series Base with hand feeder, moistener, catch tray and ink cartridge would have a 36-month lease with maintenance at a lower cost than the current lease amount. Commissioner Rollo motioned to waive the bid and authorize Administrator Bower to execute the documents for the thirty-six (36) month lease of a new iX-3 Series Postage Meter. Commissioner Watson seconded the motion and it was approved unanimously (3 to 0) by a roll call vote.
5. Sheriff Brave – Update on Dispatch’s Contracted Towns: Sheriff Brave was unavailable to attend this meeting and requested Emergency Management Services (EMS) Director Bellen provide the update on the Dispatch contracts. Director Bellen reported Milton Fire-Rescue rejoined Strafford County on July 1, 2022 after a twelve-year separation. The feedback has been all positive, noting the system and coordination efforts during emergencies have improved tremendously and the fees are greatly reduced, saving the town thousands of dollars.
6. Discuss Two-Way Radio System Upgrade: EMS Director Bellen reported on the original amounts budgeted for the Motorola radio system upgrade and reported 2-Way Communications Service Incorporated increased their fees by nearly double the initial proposal. He reviewed scope of work on the new proposal and listed several options his department, can do to reduce costs, such as project management and direct purchasing, and stay within the original budget. He requested permission to continue with the civil work and reject the new proposal from 2-Way Communications, which was granted without objection. Director Bellen reported an inventory of town communication devices was taken in September 2021, which totaled about 250 subscriber units and includes mobiles and portables. Some towns have already taken advantage of the Motorola discounts to upgrade their equipment. The Commissioners requested Director Bellen obtain a current inventory of upgraded equipment in each town before further discussions to decide an equitable distribution of fees. He and Sheriff Brave will be traveling to Chicago on August 9, 2022 to inspect and field test the components before shipment this Fall.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JULY 7, 2022

Page 2

7. Discuss Invitation to Barrington Tri-Centennial Parade on July 23, 2022: Administrative Assistant Hilber provided information from Barrington Tricentennial representative Dale Sylvia regarding the invitation to walk in the parade on Saturday, July 23, 2022. The parade route starts at Turbocam, travels past the cemetery, turns right on Mallego Road and ends at the Barrington Elementary School. Lineup time will be noon with the parade starting at 1:00 p.m. and traveling 1.5 miles. The Commissioners agreed to walk in the parade.
8. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Award TAN Bids for \$15,770,000 on Tuesday, July 12, 2022 at 11:00 a.m.
 - b. Sign TAN Documents on Thursday, July 14, 2022 at 9:00 a.m.
 - c. CDBG Projects Public Hearings on Thursday, July 21, 2022 at 3:00 p.m.
9. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Administrator Bower reported on a ruptured air conditioner pipe at Hyder House which was repaired and an insurance claim was filed. He also reported on a water leak in the Sheriff's Office and emergency action was taken to reseal the walls of the building down to the bottom of the foundation.

Director Jennison updated the Commissioners on the planning stages of the new nursing home and provided them with copies of the topography plans received from Warrenstreet Architects. Chairman Maglaras reported design alternatives presented that would have minimal cost increases, include a full basement and a roof which could be easily raised for construction of additional floors in the future.
10. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
11. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): N/A
12. Return to Public Session: N/A
13. Motion to Seal Non-Public Session Minutes: N/A
14. Recess for Meeting with City Mayors, Managers, and Delegation Chairman Schmidt: Chairman Maglaras called a recess to attend a meeting with the city mayors, managers and Delegation Chairman Schmidt to provide a brief update on the new nursing home proposal and the additional plans for the other legs of the 3-legged stool analogy. There were discussions regarding the issues of the Willand Pond property and possibilities of use as a warming shelter for extreme weather situations. Tory Jennison provided a possible budget for running the shelter to present to the city mayors based on prior costs. Chairman Maglaras recommended the mayors issue Request for Proposals (RFP) to run the warming shelter and specify exact definitions of extreme weather to help avoid future conflicts or confusion. It was also noted that the upstairs space in the Alms House has been committed for use by Southeastern New Hampshire Services.
15. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 5:10 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
TUESDAY, JULY 12, 2022, at 11:00 a.m.

A public meeting of the Strafford County Commissioners was held Tuesday, July 12, 2022, at 11:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Finance Director Diane Legere, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Award the Bid for Tax Anticipation Notes of \$15,770,000.00: The bids were opened and received as follows:
 - a. Mascoma Bank – 3.15%
 - b. Northway Bank – 0.95%
 - c. Webster Bank – 2.34%

Director Legere reported on the budgeted amounts and percentages, and noted the request to the Delegation was for up to \$16,540,000. Commissioner Watson motioned to award the bid for Tax Anticipation Notes to Northway Bank for \$15,770,000 at a rate of 0.95%. Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.

2. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Barrington Tricentennial Parade – The Strafford County Commissioners will be walking in the Barrington Tricentennial Parade on Saturday, July 23, 2022 with a line-up time of 11:00 a.m. at Turbocam.
3. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. There was no old or new business to discuss.
4. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
5. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:02 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
6. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:20 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
7. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
8. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:23 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JULY 14, 2022, at 9:00 a.m.

A public meeting of the Strafford County Commissioners was held Thursday, July 14, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, MIS Director Paul Kopreski, CAC Director Caitlin Massey, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes July 7 and July 12, 2022: Commissioner Rollo motioned to approve the minutes of July 7 and July 12, 2022, as presented without changes. Commissioner Watson seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger gave a brief Covid-19 update reporting six residents have tested positive for Covid, five of whom are on antiviral medication and are all on one side of Unit 2. Most symptoms have been mild to moderate and first presented with a fever. Four employees are out with Covid, three of whom were on Unit 2. Testing of the remainder of the residents has been completed as a precaution, and additional testing on Unit 2 will continue for the next couple of weeks. Although the general population transmission rates are declining, long term care (LTC) facility rates are considered to be substantial in Strafford County. Immigration and Customs Enforcement (ICE) is working on updating Covid guidelines for detainees.
3. Sign TAN Documents for Bid Award of \$15,770,000 to Northway Bank: Director Legere reported on this unique borrowing situation due to the restriction that borrowing must not exceed spending capabilities. Based on the County's fund balance and cash flow charts, the amount was maxed at \$15,770,000. She highlighted a few restrictions listed in the documents such as prohibited internet gambling and borrowing to invest. She also noted that although the interest rate has increased to 0.95% from 0.29% a year ago, Northway Bank was substantially less than the other bidders. It has also provided exceptional service to the County for several years. The Commissioners signed all the appropriate documents.
4. Bid Waiver Request to Purchase Second iRecord System for Family Justice Center: Director Massey reported since the demonstration of the iRecord system in June, she and Director Legere discovered a surplus in the last Victims of Crime Act (VOCA) Grant which would be sufficient to purchase a second iRecord system. Business Electronics Inc. (BEI) submitted a quote of \$14,260 for the iRecord universe which would be installed at the Family Justice Center in Rochester. She requested a bid waiver for up to \$16,596.81 for the system and to cover any additional items found necessary during installation. Commissioner Rollo motioned to waive the bid and allocate up to \$16,596.81 of the VOCA Grant money to be used to purchase and install an iRecord System at the Family Justice Center in Rochester. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Barrington Tricentennial Parade on Saturday, July 23, 2022. The Commissioners will be walking in the parade with a start time of 1:00 p.m. and a lineup time of noon.
 - b. NH Association of Counties 2022 Annual Conference in Portsmouth October 2-4, 2022
Discounted/Early Registration Deadline is August 5. Commissioners Maglaras and Rollo, and Administrator Bower will attend the full conference. Commissioner Watson will review his schedule and decide next week.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Director Kopreski reported the County's computer environment consists of virtual personal computers (PC's) and virtual servers, which provide storage units and data security. There are a total of 44 servers and 100 computers on the current Tintri T885 storage system, which is at its end of life and service ends at the end of July. He is requesting a bid waiver and permission to upgrade to a new Tintri T7040 with one unit located in the Riverside Rest Home server room and a second unit located at the courthouse as a disaster recovery location. The current monthly lease is \$3,955.92 and the new sixty-month lease with a rate of 4.67% would have a monthly payment of \$4,147.97, an increase of less than \$200. Commissioner Rollo motioned to waive the bid and approve the upgrade of the computer system with a 60-month lease. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JULY 14, 2022

Page 2

Director Tory Jennison reported on the productive call regarding the \$100 Million grant through Invest New Hampshire. She reviewed the four sections of the grant broken down as follows:

\$60 million for the Capital Grant Program eligible to developers with more than 15 units or over \$3 million in total development costs for construction to add to housing stock, reserving a minimum of \$20% of the project units for people with limited income with rent restrictions for at least five years.

\$30 million for the Municipal per Unit Grant eligible to New Hampshire municipalities with more than 5 units to add to housing stock, reserving a minimum of \$20% of the project units for people with limited income with rent restrictions for at least five years.

\$5 million for the Municipal Zoning Grant to identify local community housing needs and understand development options with a primary goal to increase housing stock, eligible to incorporated cities and towns. Funds must be obligated by December 2023 and completely spent by September 2024.

\$5 million for the Municipal Demolition Grant to demolish vacant or dilapidated buildings to improve the housing situation eligible to incorporated cities or towns.

There was a lengthy discussion on the benefits of each grant section and the actual impacts on housing for the financially challenged citizens. Administrator Bower reported on the partnership with Strafford Regional Planning to prevent duplication of efforts and expenses. He believes Strafford County's grant application will have a better chance of acceptance due to the benefits to the entire region, versus a single town or city.

Administrator Bower reported on the planning stages of the new nursing home with Warrenstreet Architects and the refined design requests with hopes of a 3-D draft version available soon. There were discussions regarding the new staffing models and streamlining the distribution of medications and other examples to improve efficiencies. He suggested inviting Cherilynn Marshall to a future meeting to brief the Commissioners on efforts to improve staff efficiencies and the expanded pool of qualified applicants.

There was a brief discussion regarding the solar farm current proposal and the possibility of joint efforts with the City of Dover to create a larger solar farm closer to the Madbury Reservoir for the benefit of mutual municipalities and requesting design options to include a solar farm on/near the new nursing home for self-sufficient energy.

Chairman Maglaras reported on the continued discussions with the tri-city mayors and managers regarding the different options planned for the warming shelter use in extreme weather.

7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): N/A
9. Return to Public Session: N/A
10. Motion to Seal Non-Public Session Minutes: N/A
11. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:35 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JULY 21, 2022, at 3:00 p.m.

A public meeting of the Strafford County Commissioners was held Thursday, July 21, 2022, at 3:00 p.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Finance Director Diane Legere, HOC Superintendent Brackett, County Attorney Tom Velardi, Population Health Director Tory Jennison, CDBG Consultant Donna Lane, Community Action Partnership of Strafford County members Betsey Andrews Parker Kathleen Crompton, and Robert Arnold, Strafford Regional Planning Principal Regional Planner Blair Haney, and Administrative Assistant/Deputy Treasurer Janet Hilber,.

1. CDBG Items: Informational handouts regarding the projects were available to all who attended this meeting.

Chairman Maglaras read the notice as follows: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority (CDFA). Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility, up to \$500,000 for housing projects, and up to \$500,000 for emergency activities. Up to \$25,000 is available per planning study grant. Up to \$500,000 is available for community services projects under the CDBG- CV allocation due to COVID-19. All projects must directly benefit a majority of low- and moderate-income persons.

Open the Community Development Block Grant (CDBG) Projects Hearings at 3:00 p.m.: Chairman Maglaras opened the public hearing and without objections recognized Betsey Andrews Parker, CEO of Community Action Partnership of Strafford County (CAP) for the project update on the Dover Emergency Shelter first. Progress Update of CDBG-CV Operational Funding for the Homeless Shelters at 577 Central Avenue, Dover and 181 Silver Street, Dover: Chairman Maglaras read the notice as follows: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority (CDFA). Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility, up to \$500,000 for housing projects, and up to \$500,000 for emergency activities. Up to \$25,000 is available per planning study grant. Up to \$500,000 is available for community services projects under the CDBG- CV allocation due to COVID-19. All projects must directly benefit a majority of low- and moderate- income persons. This Public Hearing will comment on the following: Progress update for the Emergency Homeless Shelter. The funds were used to support the operation of a homeless shelter for Strafford County. These services were provided at: 577 Central Avenue, Dover, NH 03820 and 181 Silver Street, Dover, NH 03820. Homeless persons are presumed to be low- and moderate-income for the purpose of Community Development Block Grant limited clientele eligibility. CAP CEO Parker noted informational handouts were available to all who attended this meeting and requested the Willand Emergency Warming Shelter at 30 Willand Drive in Somersworth be added to the list of project locations. She reported CAP records indicate that we have spent as of April \$380,962 of the grant award. We have invoiced to December 2021. We are completing the billing for January to June for submission. There will not be a Strafford County CDBG invoice for December 2021 because we were able to secure a one-time payment from Governor's Office for Emergency Relief and Recovery (GOFERR) grant and in March/April 2022, we secured payments from the NH Emergency Rental Assistance Program (NHERAP) for client stays. Otherwise, we would have expended the entire grant by the end of this season. We have budgeted for one staff to remain paid from the funding as we work to continue with closeout, data entry, housing plans, etc. until the grant period ends in June 2023. Chairman Maglaras asked for public questions or comments twice. There being none, he closed the public hearing. Chairman Maglaras then asked if there was any other updates she would like to report. Ms. Parker reported on the plans with the tri-city mayors for the upcoming winter season plans. Chairman Maglaras reported verification was made that funding through CDBG for the warming shelter is no longer available. She also reported on the expected increase in applications for utility, fuel and the emergency rental assistance program (ERAP) noting the expiration of the 18-month assistance to 5,000 people and that most will be families, not just single men. A breakdown of statistics will be sent to Administrative Assistant Hilber to be distributed to the Commissioners. Regional Planning is performing a housing stock inventory and expect a full report around December, which was delayed due to the census data. CDBG Consultant Lane reported money for older buildings in need of rehabilitation is more available through CDBG with fewer restrictions than new building construction, and requested the Commissioners considered this option.

Chairman Maglaras opened the public hearing on the Proposed Rochester Child Care Center Improvements CDBG Project.

This is a proposed Application to the NH Community Development Finance Authority for up to \$750,000 in CDBG-CV, or up to \$500,000 in CDBG Public Facilities funds toward improvements at the Rochester Child Care Center in Rochester. Improvements to ventilation and energy efficiency: Chairman Maglaras opened the Public Hearing on the Proposed Rochester Child Care Improvements CDBG Application and requested CDBG Consultant Lane read the notice as follows: Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JULY 21, 2022

Page 2

Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects; up to \$500,000 for Public Facility Projects; up to \$500,000 in Emergency Funds; up to \$25,000 per Planning Study grant. Also, up to \$750,000 is available per public facility project under CDBG-Covid (CDBG-CV) funding. All projects must directly benefit a majority of low- and moderate-income persons. This is a proposed application to the NH Community Development Finance Authority for up to \$750,000 in CDBG- CV, or up to \$500,000 in CDBG Public Facilities funds towards improvements at the Rochester Child Care Center, 95 Charles St, Rochester. Improvements to include improve ventilation and energy efficiency. The majority of the children served at the Rochester Child Care Center are of low or moderate income. This project conforms with Strafford County's Housing and Community Development Plan's goal of: Goal: Promote adequate health and social services for residents, including daycare services. (Short-term and Long-term goal). This is a highly competitive grant separated into separate funding sections, which will each be applied for to improve award odds. Chairman Maglaras asked for public questions or comments twice. There being none, he closed the public hearing.

Chairman Maglaras opened the Public Hearing on the Housing and Community Development Plan (HCDP) and requested CDBG Consultant Lane read the notice as follows: Housing and Community Development Plan outlines goals for the next three years. CDBG requires a HCDP that is no older than 3 years.

- i. Goal: Promote a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).
- ii. Goal: Expand community and recreational facilities in an orderly manner to assure that all residents are provided with adequate services. (Short-term and Long-term goal).
- iii. Goal: Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. (Short-term and Long-term goal).
- iv. Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).
- v. Goal: Preserve and promote the County's historically and culturally significant structures. (Short-term and Long-term goal).
- vi. Goal: Promote activities that protect the health and safety of residents and visitors. (Short-term and Long-term goal).
- vii. Goal: Promote adequate health and social services for residents, including daycare services*. (Short-term and Long-term goal). *Added

The plan now includes the national and state objectives and includes a CDBG Citizen Participation Plan including required public hearings to update the public on the progress of CDBG projects. Chairman Maglaras asked for public questions or comments twice. There being none, he closed the public hearing.

Chairman Maglaras opened the Public Hearing on the Residential Anti-displacement and Relocation Assistance Plan and requested CDBG Consultant Lane read the notice as follows: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. No displacement or relocation is anticipated. Chairman Maglaras asked for public questions or comments twice. There being none, he closed the public hearing.

Commissioners vote to approve the submittal of the CDBG application: Commissioner Watson motioned to approve the submittal of the CDBG application. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

Commissioners vote to authorize the County Administrator to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the County Administrator to execute any documents, which may be necessary to effectuate the CDBG contract, and any amendments thereto: Commissioner Watson motioned to authorize the County Administrator to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the County Administrator to execute any documents, which may be necessary to effectuate the CDBG contract, and any amendment. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JULY 21, 2022

Page 3

Commissioners vote to adopt the Housing and Community Development Plan: Commissioner Watson motioned to adopt the Housing and Community Development Plan. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

Commissioners vote to adopt the Antidisplacement and Relocation Assistance Plan. Commissioner Watson motioned to adopt the Antidisplacement and Relocation Assistance Plan. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

2. Approve Minutes July 14, 2022: Commissioner Rollo motioned to approve the minutes of July 14, 2022, as presented without changes. Commissioner Watson seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote.
3. Update on COVID-19: Administrator Bower gave a brief Covid-19 update reporting Unit 2 will be clear on Friday and two residents on Unit 1B. All Covid positive residents were given medications, which were the most effective and allowable depending on the individual and severity of symptoms. Superintendent Brackett reported the House of Corrections (HOC) is Covid free and on Pandemic Response Requirements #9 as issued from Immigration and Customs Enforcement (ICE), which discontinues the square footage restriction and includes a plan to reintegrate visits. He has notified other agencies of the expected openings once the shower project is completed.
4. Authorize Transfer of American Rescue Plan Act (ARPA) Funds for Second Quarter of 2022: Director Legere provided a report on lost revenues and expenses to date. Administrator Bower reported there will be a refund from Primex for almost \$80,000 which includes workers compensation, unemployment, and liability insurance and other sources of payments expected through federal and state agencies. After reviewing lost revenue and ARPA eligible expenses for the second quarter of 2022, she requested authorization to transfer \$4,049,788.40 to the General Fund. Commissioner Rollo motioned to authorize the transfer of \$4,049,788.40 of ARPA funds to the General Fund, seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.
5. Discuss Potential Dates in August for Meetings With Executive Committee and Delegation: Administrator Bower recommended a meeting with the Executive Committee on August 19, 2022 at 9:00 a.m. and then the full Delegation on Wednesday, August 24, 2022 at 7:00 p.m. to discuss the proposed new nursing home, with supplemental appropriations and bonds. Administrator Bower will contact Delegation Chairman Schmidt to coordinate these dates with the Delegation schedule.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Barrington Tricentennial Parade on Saturday, July 23, 2022. The Commissioners will be walking in the parade with a start time of 1:00 p.m. and a lineup time of noon.
 - b. Register for NHAC 2022 Annual Conference. Early Registration Ends August 5, 2022 Discounted/Early Registration Deadline is August 5, 2022 for the October 2 – 4, 2022 Annual Conference. The choice for dinners on the final day of the conference are Mediterranean Chicken, New England Haddock, and Vegetable Stir Fry. Dinner choices are made at time of ticket purchase.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Superintendent Brackett reported the kitchen project is complete and working well. The floors have exceptional grip and drain appropriately. Some electrical boxes were relocated for optimal usage. He reported the issues with prior work in Unit H have been resolved and work is currently in Unit G. He thanked all the staff and volunteers who assisted with loading and movement of all the kitchen equipment between units and the tractor trailer, driven by Tim Maglaras, at any requested time to maximize kitchen use.

Superintendent Brackett reported on the Jail camera system upgrade which went out to bid and had to be delayed. Ten companies attended the walk through and all reported the expense to upgrade cameras and replace all the lines would be more substantial than a replacement installation. A company, which is a division of Motorola, toured the facility and at no expense to the County, proposed a cost effective design that would utilize Power Over Ethernet (POE) and maintain a closed system. With authorization, he will provide them with "as built" drawings which show the locations of the electronic security devices so they can design a new set of drawings to show what is and is not covered and improve our system to optimum coverage. The new technology would maintain a closed circuit system and significantly improve the resolution to easily identify all individuals on camera.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, JULY 21, 2022

Page 4

Superintendent Brackett reported on a visit from Gubernatorial Candidate Karen Testerman who toured the House of Corrections and was very impressed with facility, especially the cleanliness and the cutting-edge programming and education, which extend through the various programs throughout the County, including Community Corrections and the County Attorney's Office. She noted the complaint she received is not what she experienced through this visit and we should be proud of this jail.

Administrator Bower reported the airflow enhancement project at Riverside Rest Home is terminated due to the asbestos found in the windows as well as the walls. He also reported we are still waiting on a release date on the application for the Governor's \$50 million County Nursing Home Infrastructure Program and noted the amazing job Tory has been doing to pull everything together. He is confident in the County's chances to win the grant award.

Chairman Maglaras reported on the productive meeting he and Tory Jennison had with the tri-city mayors regarding the warming shelter. The cities of Dover and Rochester will provide \$50,000 each, the city of Somersworth will provide \$50,000 of in-kind services and the County would contribute \$10,000 of the Integrated Delivery Network funds to cover the towns' portions. Tory has provided a scope of services for the Request for Proposals (RFP) and other guidance to the cities. Discussions will continue at the city council meetings. Chairman Maglaras will be meeting with Somersworth Councilors on August 1, 2022 to provide an update on the three legged stool analogy.

Administrator Bower reported on the planning stages of the new nursing home with Warrenstreet Architects regarding logistics, square footage, and general cost estimates, which he expects completion in the next two weeks.

Sheriff Brave sent a notice to update the Commissioners on a patrol contract with the Town of Middleton temporarily for 90 days or until the Police Department reaches full staff.

8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): N/A
10. Return to Public Session: N/A
11. Motion to Seal Non-Public Session Minutes: N/A
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 4:24 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, JULY 28, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, July 28, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of July 21, 2022: Chairman Maglaras tabled the Minutes of July 21, 2022 for further review.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid cases and treatments across the County facility reporting an increase in Community Corrections, County Attorney's Office, and the Registry of Deeds, along with Riverside Rest Home. All residents are considered compromised and therefore treated with antiviral and other medications best suited for their circumstances and symptoms. One resident passed away due to different medical issues, but happened to have tested positive for Covid. Chairman Maglaras requested weekly Covid updates continue for a while longer.
3. Review and Accept the Office Of Highway Safety Grant Agreement: Sheriff Brave requested the Commissioners review and accept an Office of Highway Safety Grant Agreement for \$2,500.00 with a focus on Impaired Driving Enforcement (DUI). Commissioner Rollo motioned to accept the Office of Highway Safety Grant for \$2,500, seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. There were no upcoming events to discuss.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. The Commissioners met at Barrington Elementary School around noon, rode to Turbocam on Route 9 and walked in the Barrington Tricentennial Parade on Saturday, July 23, 2022, which started at 1:00 p.m. and traveled 1.5 miles to the back entrance of the Elementary School.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:21 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
8. Return to Public Session: Commissioner Watson motioned to return to public session at 11:50 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:55 a.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, AUGUST 4, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, August 4, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, County Attorney Tom Velardi, Covid Coordinator Brianna Haskins-Belanger, Population Health Director Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of July 21, and July 28, 2022: Chairman Maglaras withdrew the Minutes of July 21, and July 28, 2022.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid at the House of Corrections (HOC) and Riverside Rest Home (RRH) noting community transmission rates are increasing. One inmate is at the end of isolation after testing positive during arrival. Three HOC employees are out and only one had any exposure to the buildings. RRH has 6 employees who have tested positive, one who was not in the building during infectious period. There are 9 RRH residents who currently have Covid and sadly one who has passed with Covid likely being a contributing factor. All precautions are being followed, including isolation, quarantine and required personal protective equipment. Admissions are accepted at RRH and Hyder based on staffing shortage. Administrator Bower reported 3 new nurses have been hired, one for Hyder and two for RRH.
3. Update from Warrenstreet Architects for New Nursing Home Construction: Tory Jennison provided copies of the draft proposal from Warrenstreet Architects that outlines a master plan for the construction of a new nursing home with potential for the addition of assisted living and independent living facilities. There was a lengthy discussion regarding the overall concept and the impact on all the communities with focus on the financial aspects and possible funding. Additional meetings with the architects have been scheduled to produce a final draft in time for the Executive Committee meeting on Friday, August 19, 2022, allowing for suggestions to amend before presentation to the Delegation on Wednesday, August 24, 2022.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. The next scheduled meetings will be Thursday, August 18, 2022 and Friday, August 19, 2022 to review the full proposal before presentation to the Executive Committee on Friday, August 19, 2022 at 9:00 a.m. in the Café Conference Room and the Delegation on Wednesday, August 24, 2022 at 7:00 p.m. in Superior Courtroom II.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Chairman Maglaras provided an update on the meeting with Somersworth City Council, which he and Administrator Bower attended on Monday, August 1, 2022. Three Council members started the meeting intending to vote no to enter an agreement with the City of Rochester and City of Dover to operate an Emergency Cold Weather Warming Center at 30 Willand Drive in Somersworth from November 2022 through March 2023, to include an agreement with a third party organization to provide services at the warming center. At the end of the presentation and discussion, there was a unanimous vote to in favor of the authorization. They praised the brilliant plans to construct a new nursing home and address the transitional and obtainable housing issues. Commissioner Maglaras agreed to provide updates to keep the councilors informed, and noted he will be attending the next City of Rochester and City of Dover Council meetings later this month.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): N/A
8. Return to Public Session: N/A.
9. Motion to Seal Non-Public Session Minutes: N/A.
10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:53 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



PUBLIC NOTICE

THERE WILL NOT BE A

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING

THURSDAY, AUGUST 11, 2022

THE NEXT SCHEDULED MEETING IS

THURSDAY, AUGUST 18, 2022

AT 9:00 A.M.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, AUGUST 18, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, August 18, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Population Health Coordinator Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of July 21, July 28, and August 4 2022: Commissioner Rollo motioned to approve the minutes of July 21, July 28, and August 4, 2022, as presented without changes. Commissioner Watson seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid reporting a decrease in cases across the County facility. Riverside Rest Home (RRH) has one Covid positive resident with no symptoms and two employees. The rebound cases are consistently appearing in those who have been treated with antiviral medications and are not symptomatic. The House of Corrections (HOC) has one inmate and one employee. She reported the courthouse departments only report the complex cases, so she doesn't receive a weekly update. Influenza is on the up rise, which is not usually typical at this time of year.
3. Approve Supplemental Appropriation of \$170,000,000 for the Proposed New Nursing Home and Recommend to the Legislative Delegation for Approval and Authorization: Chairman Maglaras and reviewed the complete Power Point presentation prepared by Warrenstreet Architects. There was a lengthy discussion involving changes and conceivable variations to the proposed nursing home, with all known potential funding avenues to be presented to the Executive Committee and full Delegation members. Commissioner Watson motioned to approve supplemental appropriation of \$170,000,000 for the proposed new nursing home and recommend to the Legislative Delegation for approval and authorization. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
4. Approve Issuance of \$170,000,000 in Bonds to Fund Proposed New Nursing Home and Recommend to the Legislative Delegation for Approval and Authorization: Commissioner Watson motioned to approve issuance of \$170,000,000 in bonds for the proposed new nursing home and recommend to the Legislative Delegation for approval and authorization. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Executive Committee Meeting Friday, August 19, 2022 at 9:00 a.m. in the Café Conference Room to Request Recommendation to the Legislative Delegation for Approval and Authorization of Construction of a New Nursing Home with Supplemental Appropriations and Bonds.
 - b. Delegation Meeting, Wednesday, August 24, 2022 at 7:00 p.m. in Superior Courtroom II to Approve Supplemental Appropriation and Approve Issuance of Bond for New Nursing Home Construction.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Chairman Maglaras reported on the meeting with Dover City Council on August 20, 2022 noting the beginning discussions were focused on enough not being done, but then unanimously approved the agreement with Somersworth and Rochester for the Emergency Cold Weather Warming Center at 30 Willand Drive in Somersworth from November 2022 through March 2023. He also met with Rochester City Council on August 16, 2022 and reported they also voted unanimously for the agreement. Both Dover and Rochester City Council meetings were televised, as well as the Somersworth City Council meeting on August 1, 2022.
7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:12 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
9. Return to Public Session: Commissioner Watson motioned to return to public session at 11:45 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, AUGUST 18, 2022

Page 2

10. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
11. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 12:03 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
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Telephone: (603)742-1458
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PUBLIC NOTICE AND AGENDA

STRAFFORD COUNTY COMMISSIONERS

AUGUST 19, 2022

THE COMMISSIONERS' WILL BE ATTENDING THE

STRAFFORD COUNTY DELEGATION EXECUTIVE COMMITTEE MEETING

FRIDAY, AUGUST 19, 2022 at 9:00 a.m.

IN THE CAFÉ CONFERENCE ROOM

NOTICE OF PUBLIC MEETING

OF THE STRAFFORD COUNTY LEGISLATIVE DELEGATION EXECUTIVE COMMITTEE

FRIDAY, AUGUST 19, 2022, 9:00 A.M.

Public access via Zoom:

<https://us06web.zoom.us/j/87239608450?pwd=eDArK1VrWTJoZmRaZ0hjL3RPa2dzdz09>

Meeting ID: 872 3960 8450 Passcode: 138427

One tap mobile: +16465588656,,87239608450#,...*138427# US (New York)

Dial by your location: +1 646 558 8656 US (New York)

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, AUGUST 24, 2022, at 5:30 P.M.

A public meeting of the Strafford County Commissioners was held Wednesday, August 24, 2022, at 5:30 p.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, County Attorney Tom Velardi, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Population Health Coordinator Tory Jennison, Mountain View Community Administrator Deirdra Brown, Delegation Chairman Peter Schmidt, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Table Minutes of August 18 2022: The Minutes of August 18, 2022 were reviewed just prior to the meeting, and Commissioner Watson motioned to approve as presented without changes. Commissioner Rollo seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid reporting no resident cases and only one employee at Riverside Rest Home (RRH). She noted Covid will be an ongoing issue and all Centers for Medicare and Medicaid Services (CMS) guidelines will continue to be followed.
3. Review Presentation for the Proposed New Nursing Home from Warrenstreet Architects: Chairman Maglaras reviewed the few changes made to the presentation prepared by Warrenstreet Architects. There was a discussion regarding which items needed to be highlighted and which needed to be condensed or removed to reduce the length of the presentation to the public and Delegation. Based on CMS guidelines for long-term care facility operations, the estimated cost of construction for a scaled down style of a 215 bed new nursing home would be \$145 Million, versus the \$170 Million for the future expandable version currently proposed. There also was a discussion on the cost differences based on estimated bond interest rates, but it all would depend on how much, when and where the rates are at that time. Chairman Maglaras reported on the numerous calls he received from developers interested in building the curtilage units of assisted living and independent living proposed after the new nursing home is built, noting the importance of having the private sector help build out of the housing dilemma. A request for bid would have to be issued when the time comes. He listed the people who he expected to speak at the Delegation Public Hearing and Meeting, including the mayors of Somersworth, Dover and Rochester, Ryan Crosby from Dover Housing Authority, and Will Arvelo from Cross Roads House in Portsmouth.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. There were no upcoming events to discuss.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Administrator Bower reported on the Governor Sununu's \$50 million grant for County Nursing Home Infrastructure Program, which just released a deadline date of September 9, 2022, however the rules will not be released until Friday, August 26, 2022. Awards will be issued to fund capital Improvements, building expansion, HVAC improvements, and renovations to help update and modernize outdated capital equipment, facilities, and buildings. Counties must contribute at least 60% of the project cost, with Governor's Office for Emergency Relief and Recovery (GOFERR) providing ARPA State Fiscal Recovery Funds (SFRF) to cover up-to the remaining 40%. It appears that Sullivan County is the only other county with major construction plans which would qualify for the first round of applications. The second round would be for the non-major construction plans if there is any money left over from the first round. If the Delegation approves the plans, it leaves only 10 days to write the grant.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Recess to Attend Delegation Meeting at 7:00 p.m. in Superior Courtroom II: Chairman Maglaras called a recess at 6:45 p.m. to attend the Delegation Meeting up in Superior Courtroom II at 7:00 p.m.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): N/A
9. Return to Public Session: N/A

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, AUGUST 24, 2022

Page 2

10. Motion to Seal Non-Public Session Minutes: N/A
11. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:10 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman

Robert J. Watson, Vice Chairman

Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, SEPTEMBER 1, 2022, at 4:00 P.M.

A public meeting of the Strafford County Commissioners was held Thursday, September 1, 2022, at 4:00 p.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Population Health Coordinator Dr. Tory Jennison, Delegation Chairman Peter Schmidt, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of August 24, 2022: Chairman Maglaras tabled the Minutes of August 24, 2022.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid-19, reporting Department of Health and Human Services (DHHS) closed the outbreak status at Riverside Rest Home (RRH), which will reduce the amount of required testing. Surveillance testing sent to the University of New Hampshire for Public Health Network will no longer be funded as of September 15, 2022, but more rapid tests will be made available. Expiration dates on rapid tests have been updated to one year. Rapid and PCR tests of the residents and staff totaled 3,000 in August and 2,558 in July. One employee tested positive a few days after returning home from vacation before returning to work, so there was no potential transmission or exposure to the facility.
3. Discuss Chief's Fund Fees: Administrator Bower reported there is currently \$168,000 in the Chief's Fund there was a discussion on possible bonding of the equipment project. It was decided bills for next year will be level to the last bill.
4. Discuss Basket Donation for NHAC 2022 Annual Conference: Administrator Bower reported the New Hampshire Association of Counties requested basket donations for the 2022 annual conference which will total \$150 and are county specific. Chairman Maglaras offered eight trips with a maximum of eight people on a river cruise. Administrator Bower also suggested a \$50 gift certificate to Calef's Country Store and two bottles of Karner Blue Gin from the Flag Hill Winery with a special label made noting "Courtesy of Strafford County."
5. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. The Friends of Hyder Family Hospice House Annual Brick Dedication Ceremony on Saturday, September 10, 2022 at 11:00 a.m. Administrator Bower will RSVP for the Commissioners.
 - b. Delegation Meeting, Tuesday, September 6, 2022 at 7:00 p.m. in Superior Courtroom II to Approve Issuance of Bond for New Nursing Home Construction.
6. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Administrator Bower reported some rooms at Hyder House have full access to exterior doors, which limits admission to certain wandering residents, due to staffing shortages. Friends of Hyder Family Hospice House had previously offered to help pay for part of a "WanderGuard" type of security system. Two years ago, the Director of Maintenance received a quote for almost \$46,000, which was not approved. Administrator Bower requested approval to approach Friends of Hyder to request a similar donation and then send out a Request for Bid (RFP) to find the appropriate type of system with different options and possibly lease for three years. Chairman Maglaras and Administrator Bower will meet with members from Friends of Hyder Family Hospice House on Friday, September 2, 2022.

Administrator Bower reported Dr. Jennison will be attending a New Hampshire Association of Counties (NACo) Executive Committee meeting in Concord on Friday, September 2, 2022, with Strafford County Proxy if needed as previously provided by the Commissioners. A member from the Governor's Office for Emergency Relief and Recovery (GOFERR) will be providing information on the \$50 million grant we are applying for on September 9, 2022.

Administrator Bower reported on questions submitted by Representative Newton which included how the approved architecture firm would be compensated and where it would be funded from in the budget and the letter to Senator Shaheen which was requested at the May 18th meeting to be signed by the Delegation members. He responded to Rep. Newton and thoroughly answered all the questions including the fact the letter was not drafted because it was too late to add to the grant submission, which was due by April 20, 2022, and had included a letter signed by Delegation Chairman Peter Schmidt.

Administrator Bower reported on the grants Strafford County has applied for, which includes the \$1,700,000 Medication Assisted Treatment (MAT) grant for two back years and for two forward years, but not split in half. The grant from Senator Shaheen's office was denied by the Senate Appropriations Committee.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, SEPTEMBER 1, 2022

Page 2

7. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
8. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 4:49 p.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
9. Return to Public Session: Commissioner Watson motioned to return to public session at 5:25 p.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
10. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Recess to Attend Delegation Workshop at 7:00 p.m.: Chairman Maglaras called a recess at 5:25 p.m. to have dinner and then attend the Delegation Workshop in Superior Courtroom II at 7:00 p.m. The meeting was reconvened at 9:00 p.m.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 9:10 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, Chairman
ROBERT J. WATSON, Vice Chairman
DEANNA S. ROLLO, Clerk

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



PUBLIC NOTICE

THERE WILL NOT BE A

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING

THURSDAY, SEPTEMBER 8, 2022

THE NEXT SCHEDULED MEETING IS

THURSDAY, SEPTEMBER 15, 2022

AT 9:00 A.M.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, SEPTEMBER 15, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, September 15, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, County Attorney Tom Velardi, Major Steve Bourque, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Population Health Coordinator Dr. Tory Jennison, Mark Gianniny from McHenry Architecture, Tony DaCosta from Turnstone Corporation, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 9:00 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
2. 9:00 a.m. Riverside Rest Home Staff Meeting Regarding Quality Improvement: The Commissioners met with Riverside Rest Home Staff during non-public session to discuss personnel issues.
3. 10:30 a.m. Meeting to Discuss Union Negotiations: The Commissioners met in non-public session for the purpose of discussing contract negotiations pursuant to RSA 91-A:3, II (a).
4. Return to Public Session: Commissioner Rollo motioned to return to public session at 10:55 a.m. Seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
5. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
6. 11:00 a.m. Meeting with Construction Company for Update on Air Handling System at the Courthouse: Mark Gianniny from McHenry Architecture and Tony DaCosta from Turnstone Corporation provided an update on the plans for the new air handling system at the courthouse. The current structural aspect of the building will not handle the load of the new system which had increased by 50 percent. In order to meet the current requirements, re-grade the catwalk system and leave the gas lines intact, a new design was submitted for approval. The calculations were run several times and ended with an increase of approximately \$975,000. The City of Dover has approved the interior work, allowing installation of the new ductwork to begin and they expect to have the roof units delivered in March 2023. Commissioner Rollo motioned to approve the cost increase and permission to start construction, seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.
7. Approve Minutes of August 24, and September 1, 2022: Chairman Maglaras withdrew the Minutes of August 24, and September 1, 2022
8. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger reported three residents and 5 employees currently have Covid. She and Chris Hamilton are working with the pharmacies to plan and schedule the next set of Covid and influenza vaccinations.
9. Approve and Sign the Office of Highway Safety Traffic Law Enforcement Grant Agreement for \$12,835: Major Bourque provided a brief explanation of the Traffic Law Enforcement Grant Agreement. After a brief discussion the Commissioners agreed to table the grant until the next meeting to have questions answered by Sheriff Brave.
10. Approve and Sign the NH Department of Justice Human Trafficking Grant Agreement for \$76,900: Major Bourque provided a full description of the Human Trafficking Grant for one year, which is the remainder of a three-year agreement between Merrimack County and the New Hampshire Department of Justice. Due to a reduction in staff at Merrimack County, the Strafford County Sheriff's Office was approached to complete the grant for \$76,900, with the probability of a new three-year grant starting next year. It would require a 25% match to include costs of vehicle, fuel and hourly supervision with benefits and retirement of a Deputy from Strafford County totaling \$30,000 at four hours per week for 37 weeks. Commissioner Rollo motioned to approve the Human Trafficking Grant Agreement for \$76,900, seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.
11. Approve Stair Construction for the Seacoast Titans Football Field Announcers Booth: James Charland from the Seacoast Titans Football and Cheer Association requested permission to build stairs to the Announcers Booth. He provided plans reviewed by Michelle Dube from Dover Planning, who required the Commissioners approval to the project. Commissioner Rollo motioned to approve the plan for stair construction for the Seacoast Titans Football Field Announcers Booth, seconded by Commissioner Watson and approved unanimously (3 to 0) by a roll call vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, SEPTEMBER 15, 2022

Page 2

12. Discuss Employee Appreciation Banquet: After a brief discussion, the Commissioners requested the employee appreciation annual banquet be reestablished and scheduled on a Thursday evening in October at the Governor's Inn if possible, or some other venue in Strafford County.
13. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Members of the Delegation will be attending a tour of Riverside Rest Home with Commissioner Maglaras on Friday, September 16, 2022 at 9:00 a.m.
 - b. The Thursday, September 29, 2022 Commissioners Meeting will start at 11:00 a.m. and recess to attend the Rochester Child Care CDBG Site Visit on Thursday, September 29, 2022 at 1:00 p.m.
14. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Dr. Jennison provided an update on the State of New Hampshire grant application for \$1,000,000 toward running an emergency warming center, using Strafford County as the applicant. There was a discussion on replacement cost to expand Willand or costs of increasing motel stay days. Additional discussions will be at upcoming Commissioners Meetings.
15. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
16. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 1:20 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, SEPTEMBER 21, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Wednesday, September 21, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were: Administrator Raymond Bower, Sheriff Mark Brave, HOC Superintendent Chris Brackett, Covid Coordinator Brianna Haskins-Belanger, Finance Director Diane Legere, Population Health Coordinator Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of August 24, September 1, and September 15, 2022: Commissioner Watson motioned to approve the minutes of August 24, and September 1, 2022, as presented without changes. Commissioner Rollo seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote. The minutes of September 15, 2022 were withdrawn.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid. Riverside Rest Home (RRH) has five active Covid positive residents and eight employees. Strafford County's transmission rate continues to be high. She reported a Covid Booster clinic has been scheduled for Tuesday, September 27, 2022 between 1:30 p.m. and 3:30 p.m. at Hyder Family Hospice House and they are working on an Influenza Clinic for some time in October.

Superintendent Brackett reported there is no Covid at the House of Corrections (HOC) and they are continuing with random testing of more than ten percent of the population. Facility wide testing was performed a month ago and he plans on doing another round soon. He reported the reopening to visitors based on the pandemic response requirements inspection. The red, yellow, and green statuses decided by the Centers for Disease Control (CDC) report released every Thursday are based off the reported community rates. Non-contact visitations have started on Mondays, Wednesdays, Fridays, Saturdays, and Sundays. Visitors are vetted through the National Crime Information Center (NCIC) check. Tablet visits still seem to be the preferred visitation method.

3. Approve and Sign the Office of Highway Safety Traffic Law Enforcement Grant Agreement for \$12,835: Sheriff Brave provided a full explanation of the Traffic Law Enforcement Grant which will equip the cruisers with radar to assist with traffic stops when witnessing infractions or when service is requested by appropriate police departments in addition certain dates designated by the New Hampshire State Police. He answered numerous questions and noted that Strafford County was the only County Sheriff's Office in the state that does not have radar or a patrol unit. He also assured the Commissioners these tools would only be used to assist the cities, towns and state and all work would have to be reimbursed by the appropriate police department. Commissioner Rollo motioned to approve and sign the Office of Highway Safety Traffic Law Enforcement Grant Agreement for \$12,835. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
4. Update on ARPA Funds: Finance Director Legere met with the Commissioners to review the American Rescue Plan Act (ARPA) funds.
5. Discuss NHAC Awards Banquet: Strafford County has four employees who will be receiving awards from the New Hampshire Association of Counties during the annual conference in October. The awards will be presented during lunch on Monday, October 3, 2022, lunch on Tuesday, October 4, 2022 and dinner on Tuesday, October 4, 2022. Arrangements to have the four employees and a guest present will be completed by Friday, September 23, 2022.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Kane House Grand Opening on Tuesday, September 27, 2022 at 9:00 a.m.
 - b. COAST Annual Meeting Wednesday, September 28, 2022, at 8:00 a.m. (Governor's Inn)
 - c. Rochester Child Care CDBG Site Visit on Thursday, September 29, 2022, at 1:00 p.m.
 - d. Fondest Wish Fundraiser 1980's Prom Dance Party on Friday, September 30, 2022 at 8:00 p.m. (The Strand Theater, 20 Third Street, Dover)
 - e. New Hampshire Association of Counties Annual Conference October 2, through October 4, 2022.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Sheriff Brave requested authorization to apply for a grant to purchase a boat to assist the harbormaster in the Cocheco River which would include free training and a 25% match estimated at \$60,000 for the \$250,000 boat equipped with a crane. After a lengthy discussion it was decided a meeting will be set up for next week with Chairman Maglaras, Finance Director Legere, and Assistant Director of New Hampshire Port Authority Grant Nichols to discuss the feasibility of the grant request and more information. An update will be provided at a future Commissioners' Meeting.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

WEDNESDAY, SEPTEMBER 21, 2022

Page 2

Superintendent Brackett reviewed documents which required some language changes in operation policies to meet the new Office of Detention Oversight (ODO) and Bureau of Prisons (BOP) inspection guidelines. Boarding is trending up and we are now receiving Maine halfway house failures. The number of Immigration and Customs Enforcement (ICE) detainees is up by 12 compared to previous populations. Unit H is no longer used for quarantine, which increases general population by 32. The shower project is complete after subpar work was redone without additional cost. Based on current numbers and the increase in population, Administrator Bower expects HOC to meet and possibly exceed budget predictions by year-end. Superintendent Brackett provided information on a detainee who has filed complaints, which have all proven unfounded by Senator Warren's office, in attempt to try to delay his upcoming deportation. He also reported on the updates to current technology including the tablets and tracking system which will be utilized more in line with its capabilities.

There was a discussion regarding the Johnson & Johnson opioid settlement with Janssen Pharmaceutical Companies and the possible breakdown figures we expect to receive.

Sheriff Brave reported on the new Information Technology hire who will start on October 2, and EMS Director Bellen is working on Memorandum of Understanding agreements with the towns for radio upgrades with a fee system which is being created. He reported that Motorola has all supplies on site. They intend to start installation the first week of October with an expected completion date of late November. Installation on the towers will be done internally to save the county about \$200,000.

Chairman Maglaras reported on the Riverside Rest Home tour on Friday with Representatives Groen, Kittredge, and Bailey to review deficiencies and the need for the new nursing home construction. Rep. Kittredge had invited several other representatives and expected five to attend. None of the three representative who attended the tour argued against the need but wanted to work on ways to reduce the price. He also reported on meetings with Cross Roads House and the three city mayors to discuss more specifics on the future use of current nursing home, including demographics with a fee system, medical respite, and possible assisted living use.

8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 10:53 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 11:55 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 12:27 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, SEPTEMBER 29, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, September 29, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, County Attorney Tom Velardi, HOC Superintendent Chris Brackett, Covid Coordinator Brianna Haskins-Belanger, EMS Director Justin Bellen, Major Steve Bourque, Population Health Coordinator Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of September 15, and September 21, 2022: The minutes of September 15 and September 21, 2022, were withdrawn.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger gave a brief report on Covid. Riverside Rest Home (RRH) has two active Covid positive residents and five employees. One residents chose to remain in the room after the roommate tested positive, 13 days later received a positive test, after which the family members started reporting positive test results.

Superintendent Brackett reported there is one positive Covid county inmate at the House of Corrections (HOC) who tested positive during booking and was quarantined. Two employees who interacted with the inmate were notified and continue to test negative and remain asymptomatic. The red, yellow, and green statuses decided by the Centers for Disease Control (CDC) are reviewed every Thursday and updates to mask usage and visitations are updated every Friday morning. He gave an example of yellow status which requires mask usage and the challenges with enforcing proper mask usage by inmates and detainees. He provided an update on visitations, noting scheduling through the tablet system has had a few challenges. Tablet video visits costs are approximately five cents a minute paid by the visitor but is less than the cost of gas or even a postage stamp. In-person visits have resumed; however, the video visits still seem to be preferred. If a person who is not on the approved visitation list shows up during visiting hours, they are allowed a free video visit through the tablet system. All guidelines for long-term care facilities and correctional institutions are being followed.

3. Discuss Use of Former IDN Office: The space formerly occupied by Integrated Delivery Network, has been unoccupied for a while and has received requests for use by Southeastern NH Services and Sheriff Brave. After a discussion, it was decided the two desks would be occupied by members of the Sheriff's Office.
4. Briefing on the Dispatch Radio Project: EMS Director Bellen provided an update on the Motorola radio project. The equipment has been delivered, civil work construction has started, Motorola will arrive next week to implement the radio system and they expect a "go live" date in January 2023. There was a discussion regarding funding, payments, and updated numbers for final cost which has increased to nearly \$4 million after the contract work and radio inventory is complete. Rate increases for the Chief's Funds is not opposed by any of the chiefs and is expected after the next billing cycle if they have enough notice to properly budget. Chairman Maglaras requested a cost increase proposal be prepared by Director Bellen so a proper fee system can be created. The Pappas grant money is expected to be received by the end of September.
5. Discuss Operation Green Light for Veterans: The National Association of Counties is sponsoring an Operation Green Light for Veterans, requesting the nation's 3,069 counties, parishes, and boroughs to join and show support by lighting the building green from November 7 to November 13. By shining a green light, county governments and residents will let veterans know that they are seen, appreciated and supported. Register of Deeds Berube has offered to put green candle lights in each window across the front of the building. Administrator Bower requested Maintenance Director Gaunya change every light possible to green throughout the entire complex. The Commissioners unanimously agreed all the lights throughout the entire complex be changed to green in support of the Green Light for Veterans Operation, signed the resolution and requested a press release be issued.
6. Quarterly Jail Inspection: Chairman Maglaras will meet with the Office of Detention Oversight (ODO) inspectors during the quarterly jail inspection after this meeting.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. New Hampshire Association of Counties Annual Conference October 2, through October 4, 2022.
 - b. Employee Appreciation Awards Dinner October 27, 2022
 - c. Rochester Child Care CDBG Site Visit has been postponed until Wednesday, October 5, 2022, at 10:00 a.m.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, SEPTEMBER 29, 2022

Page 2

8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Superintendent Brackett expects to exceed the monthly projection of revenue due to population increases currently at 182. He reported the Governor's advisory council for mental health in corrections he was appointed to meets every first Thursday of the month. He was requested to join another council that is studying the intersections of law enforcement and mental health, largely operated by the court system and chaired by New Hampshire Supreme Court Chief Justice Gordon MacDonald. It was requested the study be conducted in Strafford County and coincides with the mental health summit attended by Mental Health Supervision Director Blair Rowlett. He will provide more information after his first meetings with each group. Superintendent Brackett also reported on a meeting with New Hampshire Department of Health and Human Services Commissioner Shbinette regarding the discussion of sending juveniles to County Jails after the Sununu Youth Services Center closes in March of 2023. He does not favor this request for numerous reasons, including the outlaw by current state law and Prison Rape Elimination Act (PREA) guidelines, and even if the state law changed, the federal law would still prohibit. Several renovations would be required and would probably be temporary until a new building is built. Also educational requirements would be too difficult. More discussions will be necessary.

Chairman Maglaras provided an update on the meeting with Assistant Director of New Hampshire Port Authority Grant Nichols and Finance Director Legere regarding the Sheriff's request to apply for a grant for the purchase of a boat and provide marine patrol services. He reviewed the maintenance, storage, staffing and training issues. Discussions will continue.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) and Discussing Contract Negotiations Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:40 a.m. for the purpose of discussing a personnel issue(s) and Discussing Contract Negotiations pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:15 a.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:50 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, Chairman
ROBERT J. WATSON, Vice Chairman
DEANNA S. ROLLO, Clerk

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



NOTICE

STRAFFORD COUNTY COMMISSIONERS
WILL BE ATTENDING THE
NEW HAMPSHIRE ASSOCIATION OF COUNTIES
ANNUAL CONFERENCE

MONDAY, OCTOBER 3, 2022
AND TUESDAY, OCTOBER 4, 2022

AT THE SHERATON PORTSMOUTH HARBORSIDE HOTEL
PORTSMOUTH, NH

THERE WILL NOT BE A SCHEDULED MEETING ON

THURSDAY, OCTOBER 6, 2022

THE NEXT SCHEDULED COMMISSIONERS MEETING IS

THURSDAY, OCTOBER 13, 2022 at 9:00 A.M.
IN THE COMMISSIONERS' OFFICE

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, OCTOBER 13, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, October 13, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras and Watson. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Chris Brackett, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber. Commissioner Rollo attended the meeting via Zoom at: <https://us06web.zoom.us/j/81952616320?pwd=ZkVtMmpIR3VxbmRwN1RGYkNFR1hGdz09>, Meeting ID: 819 5261 6320, Passcode: 312092; One tap mobile +13017158592,,81952616320#,,,,*312092# US (Washington DC) or +13092053325,,81952616320#,,,,*312092# US; Dial by your location +1 309 205 3325 US or +1 646 558 8656 US (New York).

1. Approve Minutes of September 15, 21, and 29, 2022: Commissioner Watson motioned to approve the minutes of September 15, 21, and 29, 2022, as presented without changes. Commissioner Rollo seconded the motion, and they were approved unanimously (3 to 0) by a roll call vote.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger reported one asymptomatic resident continues to test positive and is now on day 31, even after antiviral treatments and continued isolation following an overabundance of caution approach. One employee identified as Covid positive this morning with a family member outside the nursing home. In an effort to have employees and visitors following the same rules, mitigation efforts have lessened when not in outbreak status, which by current guidelines is one Covid positive resident or employee.
3. Authorize and Sign to Accept the NH DHHS Cold Weather Program Contract: Dr. Jennison provided an update to the awarded grant of \$60,000 for a cold weather shelter, of which \$30,000 is dedicated to help run Willand Emergency Shelter. The remaining funds are for meals from local businesses to help with engagement and some technical supplies for the Tri-City permit process to open an overnight shelter in Rochester, Dover or Somersworth, which only requires a fire watch on site, CO2 detector and a smoke detector, to minimize community distress around activation thresholds. SOS was the only one to submit a bid for the Request for Proposal (RFP) by the Tri-City Mayors and won the award of \$100,000 with Strafford County as fiscal agent, which should cover staffing for about 90 days. There was a discussion on the number of unsheltered and sheltered numbers of people across the New Hampshire counties and ability to obtain additional funding. The grant is renewable for two years and numbers will be updated which could increase the amount for next year. Commissioner Watson motioned to authorize and sign the documents to accept the New Hampshire Department of Health and Human Services Cold Weather Program Contract. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Employee Appreciation Awards Dinner October 27, 2022, is at the Governor's Inn, 78 Wakefield Street, Rochester, New Hampshire with cocktail hour starting at 5:00 p.m. and dinner starting at 6:00 p.m. The invitations have been sent with a due date of Wednesday, October 19, 2022, and the Employee Appreciation Committee is working on baskets for raffles.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Chairman Maglaras reported on continued conversations with Cross Roads House and future plans. A special thank you to Flag Hill Winery and Calef's Country Store for their generous donations to the NH Association of Counties raffles.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 9:17 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), Seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
8. Return to Public Session: Commissioner Watson motioned to return to public session at 11:25 a.m. Seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, OCTOBER 13, 2022

Page 2

10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:30 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, OCTOBER 20, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, October 20, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Chris Brackett, EMS Director Justin Bellen, Major Steve Bourque, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of October 13, 2022: Commissioner Rollo motioned to approve the minutes of October 13, 2022, as presented without changes. Commissioner Watson seconded the motion, and they were approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger reported on the Centers for Disease Control and Prevention (CDC) and Centers for Medicare and Medicaid Services (CMS) updates, and she is working on the finalization of new policies, noting each department will adapt her guidelines to their own policies. Testing before each shift will continue after international travel for employees at the House of Corrections and Riverside Rest Home. Covid booster and influenza clinics are scheduled and the residents are continually receiving vaccinations. Preparations are being made for an outbreak of all respiratory viruses later in the season.

Superintendent Brackett reported there are no Covid cases at the HOC and they continue to follow the CDC guidelines from June 10, 2022. Testing upon arrival will continue and any Covid positives are quarantined. Every effort is being made to safely open the facility with normal operations and visitations, but currently enhance precautions are being followed with limited access out of cells. He provided a brief update on the court case with the ACLU et al, noting the U.S. Attorney's Boston Field Office is working with Washington and a settlement is nearing. A request to vacate the ruling for Deliberate Indifference against Strafford County has been filed.

3. Approve and Accept a New Hampshire State Library Conservation Grant for \$9,418: Director Legere reviewed information on the grant Assistant Superintendent Weisgarber applied for the restoration of historical records at the House of Corrections (HOC) from the State of New Hampshire Department of Natural and Cultural Resources, New Hampshire State Library. Commissioner Rollo motioned to approve and accept the New Hampshire State Library Conservation Grant for \$9,418. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
4. Authorize and Accept the 2022 COPS Technology Grant for \$752,000: Director Legere reported the grant from Congressman Chris Pappas's office has been approved and she requested authorization to accept the awarded \$752,000 for the Motorola radio system upgrade. Director Bellen provided an update on the progress of the project, noting the foundation is will be poured at the Tenerife tower in the next couple of weeks and an anticipated "go live" is in January 2023. Commissioner Rollo motioned to authorize and accept the 2022 COPS Technology Grant for \$752,000. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Authorize and Accept the 2023 Substance Abuse Reduction Initiative Grant Award for \$70,000: Director Bellen reviewed the Granite Hammer grant and requested authorization and acceptance of the grant award. Commissioner Rollo motioned to approve and accept the 2023 Substance Abuse Reduction Initiative Grant for \$70,000. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
6. Briefing on Grant Funding in the Amount of \$137,739 from the NH Department of Justice for the Residential Substance Abuse Treatment Program: Superintendent Brackett provided an update on the grant prepared by Assistant Superintendent Weisgarber, Medical Administrator Tracy Warren, Criminal Justice Programming Coordinator Carrie Conway, and Administrator Bower for injectable medication used to assist at-risk individuals stay clean and sober as they leave the HOC facility. The medication is very expensive and will be used on those who will benefit most. The request was for much more, but only \$235,000 was available. The finalized award will be added to a future agenda.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Employee Appreciation Awards Dinner October 27, 2022, is at the Governor's Inn, 78 Wakefield Street, Rochester, New Hampshire with cocktail hour starting at 5:00 p.m. and dinner starting at 6:00 p.m. 140 people are expected to attend with 62 people receiving awards.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, OCTOBER 20, 2022

Page 2

8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Chairman Maglaras reported on discussions with the City of Somersworth regarding contracts with Strafford County Dispatch services. Additional meetings will be scheduled soon.

Without objection, Administrator Bower was authorized to sign the documents for a change order on the courthouse roof air flow enhancement project.

9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:37 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 12:03 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 12:40 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman

Robert J. Watson, Vice Chairman

Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY
COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



NOTICE

STRAFFORD COUNTY COMMISSIONERS
WILL BE ATTENDING THE
EMPLOYEE APPRECIATION DINNER

THURSDAY, OCTOBER 27, 2022

AT THE GOVERNOR'S INN
ROCHESTER, NH

THE NEXT SCHEDULED COMMISSIONERS MEETING IS

THURSDAY, NOVEMBER 3, 2022 at 9:00 A.M.
IN THE COMMISSIONERS' OFFICE

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, NOVEMBER 3, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, November 3, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, County Attorney Tom Velardi, County Treasurer Pam Arnold, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of October 20, 2022: The minutes of October 20, 2022 were withdrawn.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger reported there are no Covid positives at Riverside Rest Home. Administrator Bower reported there are five inmates and 2 employees Covid positives at the House of Corrections (HOC).
3. Approve and Sign Loan Documents to Finance Purchase of Six Vehicles for Sheriff's Office for \$334,264.68: Director Legere reported three Ford Explorers and three Ford transit vans were included in the Sheriff's Office budget but have been very difficult to find. The finance rate is 3% over five years through Northway Bank with five annual payments starting in 2023. A report was requested from the Sheriff on the mileage of the current vehicles in the fleet. Commissioner Rollo motioned to approve and sign the loan documents to finance the purchase of six vehicles for the Sheriff's Office for \$334,254.68. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Approve Transfer of Third Quarter ARPA Funding: Director Legere provided a report with a breakdown of the American Rescue Plan Act (ARPA) revenues and expenditures and requested approval to transfer funds to the General Fund Account for \$1,729,128.43 for the third quarter of 2022. She submitted the required report to the United States Treasury by October 31, 2022. Commissioner Rollo motioned to approve the transfer of third quarter ARPA funding to the General Fund for \$1,729,128.43. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Review and Approve Proposed Lease Rates for NH Probation/Parole Office: Administrator Bower noted the New Hampshire Department of Corrections required Commissioners Meeting Minutes with approval of the proposed rate increases to continue processing the five-year lease. Chairman Maglaras noted the rates were previously discussed and approved and noted the rate chart will be attached to the minutes, which include a 1% rate increase in 2023, 2025 and 2027 and a 1.5% increase in 2024 and 2026 respectively. Commissioner Rollo motioned to approve and accept the proposed lease rates as listed in the attached document for the New Hampshire Probation/Parole Office in the courthouse. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
6. Discuss Holiday Schedule for 2023: The holiday schedule for 2023 was reviewed and compared to the New Hampshire Courts approved holiday schedule. The 2023 holiday building closure schedule with the same dates as the NH Court's was approved without objection.
7. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. PACE Meeting with DHHS Commissioner Shibinette at 1:00 p.m.
 - b. Third Quarter Budget Meeting with Executive Committee was discussed and proposed dates of Friday, November 18th or Friday, December 2nd at 9:00 a.m. will be presented to Delegation Chairman Schmidt. The Delegation Organizational Meeting must be the week of the second Wednesday of December, which will be the week of December 14, 2022.
8. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss.
 - a. Update on Employee Appreciation Dinner which was a success with 136 people attending the dinner at the Governor's Inn, and 62 employees receiving long-term awards. A special thank you to the Employee Appreciation Committee, all who attended and the staff at the Governor's Inn.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, NOVEMBER 3, 2022

Page 2

- b. Dr. Jennison provided an update on the executed Memorandum of Understanding (MOU) with the Tri-Cities noting the cities of Dover and Rochester will be sending \$50,000 each for the County to administer the emergency warming shelter funds. The contract has been executed for the \$60,000 grant from the Executive Council which was based on the point in time count of citizens in need which will need to be reviewed with 2022 numbers for future applications. We will continue to search for additional grants to assist the funding of the emergency warming shelter. A MOU with SOS to operate the shelter is executed, staff hired and an expected open date of November 25, 2022.
 - c. Dr. Jennison provided an update on the letter to Governor Sununu requesting funds from the Governor's Office for Emergency Relief and Recovery (GOFERR) for nursing home construction under the County Nursing Home Infrastructure Program which did not award Strafford County any funding in the first round. Eleven delegation members have read the letter and seven have digitally signed the document. A reminder will be sent next week.
9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
 10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 12:01 p.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
 11. Return to Public Session: Commissioner Watson motioned to return to public session at 12:37 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
 12. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
 13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 2:13 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman

Robert J. Watson, Vice Chairman

Deanna S. Rollo, Clerk

(Signature) *OK* *ATA*

Dover Probation/Parole District Office Lease Agreement

Year	Effective Dates	Monthly Cost	Annual Cost	Approx. Sq. Ft. Cost	Approx. % Increase
1	April 1, 2016 - March 31, 2017	\$ 2,677.50	\$ 32,130.00	14.28	0.0%
2	April 1, 2017 - March 31, 2018	\$ 2,704.25	\$ 32,451.00	14.42	1.0%
3	April 1, 2018 - March 31, 2019	\$ 2,731.50	\$ 32,778.00	14.57	1.0%
4	April 1, 2019 - March 31, 2020	\$ 2,772.25	\$ 33,267.00	14.79	1.5%
5	April 1, 2020 - March 31, 2021	\$ 2,800.00	\$ 33,600.00	14.93	1.0%
6	April 1, 2021 - March 31, 2022	\$ 2,827.50	\$ 33,930.00	15.08	1.0%
7	April 1, 2022 - March 31, 2023	\$ 2,855.63	\$ 34,267.56	15.23	1.0%
8	April 1, 2023 - March 31, 2024	\$ 2,883.75	\$ 34,605.00	15.38	1.0%
9	April 1, 2024 - March 31, 2025	\$ 2,926.88	\$ 35,122.50	15.61	1.5%
10	April 1, 2025 - March 31, 2026	\$ 2,656.88	\$ 35,482.50	15.77	1.0%
11	April 1, 2026 - March 31, 2027	\$ 3,001.88	\$ 36,022.50	16.01	1.5%
12	April 1, 2027 - March 31, 2028	\$ 3,031.88	\$ 36,382.50	16.17	1.0%

Twelve Year Total: \$ 410,038.56

Proposed New Rates

Five Year Total: April 1, 2023 - March 31, 2028 \$ 177,615.00

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, NOVEMBER 10, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, November 10, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, County Attorney Tom Velardi, Finance Director Diane Legere, Superintendent Chris Brackett, Covid Coordinator Brianna Haskins-Belanger, Dietary Director Kimberly Perkins, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of October 20 and November 3, 2022: Commissioner Rollo motioned to approve the minutes of October 20 and November 3, 2022. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Brianna Haskins-Belanger reported there is one Covid positive employee at Riverside Rest Home.
3. Adopt and Sign Strafford County Fund Balance Policy: Director Legere explained the target range in the investment policy is between five and twelve percent. Administrator Bower recommended no changes to the current policy which must be signed by the end of the year. Commissioner Rollo motioned to approve and sign the continuation of the Strafford County Fund Balance Policy. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Adopt and Sign Strafford County Investment Policy: Director Legere explained the limited options and the county's requirement to be fully collateralized or insured for any investments and recommended a continuation of the current investment policy Administrator Bower recommended no changes to the current policy which must be signed by the end of the year. Commissioner Rollo motioned to approve and sign the continuation of the Strafford County Investment Policy. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
5. Authorize and Sign Residential Substance Abuse Treatment (RSAT) Grant for \$137,739.92: Superintendent Brackett provided a brief review of the grant approved on October 20, 2022, which is for injectable medication to assist inmates with substance abuse issues when leaving the facility to help bridge the gap as they enter other programs on the outside. The medication can be used inside the facility under specific parameters. The laws require a medication assistance therapy be provided to all incarcerated individuals, including those who will be transferred where the treatment will be continued. He reported on the relationship with Kasey Talon at Road to a Better Life and the resuming of the mobile health vans on county property. Approximately one third of the inmates utilize the medication assisted therapy program with most being new starts. Administrator Bower and Director Legere reported there was \$235,000 available for the entire state, Captain Weisgarber applied for \$199,000, and we were approved for \$137,739.92. Commissioner Watson motioned to authorize and sign the RSAT Grant for \$137,739.92. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
6. Discuss Support for Sober Sisters Recovery at Malley Farm: Administrator Bower reported on the requests for donations from several programs in the area including Sober Sisters Recovery at Malley Farm. Due to the limited funding, available he recommended support for only the resource agencies currently in the budget. The Commissioners unanimously agreed to not participate in these donations but may revisit during the budget planning.
7. Discuss Date for Pizza Party: The 2022 annual Christmas Pizza Party will be held on Thursday, December 15, 2022.
8. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Third Quarter Budget Meeting with Executive will be held on Wednesday, November 30, 2022, at 9:00 a.m. with a snow date of Friday, December 2, 2022.
9. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss.
 - a. Administrator Bower reported the current Dietary Director has announced her retirement on December 16, 2022. The position was advertised internally along with an elevated aide position for the restructured serving line. After a relatively extensive interview process conducted by John Hancock, Dietician Andrea Chan and himself, Administrator Bower introduced Kim Perkins as the new Director of Dietary.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, NOVEMBER 10, 2022

Page 2

She has worked at Riverside Rest Home for six years and is confident having a day and a night supervisor who can help in the kitchen will work well with instructing and guiding the newer employees in a more efficient manner. The Commissioners welcomed Director Perkins and look forward to seeing her during the budget process in December.

- b. Dr. Jennison reported Willand Warming Center officially opened to train volunteers. SOS Recovery was contracted with tri-cities mayors to operate the shelter during weather activations. Starting November 25, 2022, an activation announcement will be made at least 24 hours in advance of a forecasted ambient temperature of below 29 degrees overnight between 5:00 p.m. and 8:00 a.m. or at least six inches of snow. The threshold guidelines will be revisited if there are more than expected weather activations, but it will not be a full-time shelter. Efforts continue to find additional funds. She reported on the discussions to have medication assisted therapy options available, the expansion of Goodwin Health Services to include the University of New Hampshire Nursing, and the restart of the two mobile health vans visiting different areas on a regular schedule.
10. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
11. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:41 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
12. Return to Public Session: Commissioner Rollo motioned to return to public session at 11:20 a.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.
13. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.
14. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 12:23 p.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, NOVEMBER 17, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, November 17, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Superintendent Chris Brackett, HOC Programs Director Kasey Dumont, current Maintenance Director James Gaunya, new Maintenance Director Doug Kane, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of November 10, 2022: The November 10, 2022, Minutes were withdrawn.
2. Update on COVID-19: Administrator Bower reported there are no Covid cases at Riverside Rest Home. Superintendent Brackett reported there are two inmates with Covid. One tested positive with a rapid test upon arrival, the second identified as positive through a PCR test while in quarantine following intake. All individuals found through contact tracing remain in the quarantine unit. U.S. Immigration and Customs Enforcement (ICE) Pandemic Response Requirements Version 10 includes significant developments in Covid management which decreases requirements.
3. Bid Opening for a Wander Management System at Hyder Family Hospice House: Director Gaunya explained the Request for Proposals included two different quotes for a wander management system at Hyder Family Hospice House to secure the safety of residents who tend to wander, similar to what is installed at Riverside Rest Home. The first for full purchase of the system and the second for a 3-year lease-to-own plan. He reported ESL Distributing and Stanley Healthcare were the only two companies to attend the mandatory walk-through. Chairman Maglaras opened the three submitted bids and requested a motion to table until further review. Commissioner Rollo motioned to table the bid award until further review. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Project Greenlight a Vet Donations Pick up on Monday, November 21, 2022, by Easter Seals from the Commissioners' Office. There are boxes in several locations throughout the county complex filled with generous donations.
 - b. Justice and Administration Building Bake Sale will be held Tuesday, November 22, 2022, from 8:30 a.m. to 3:00 p.m. in the lobby.
 - c. Third Quarter Budget Meeting with the Executive Committee will be held on Wednesday, November 30, 2022, at 9:00 a.m. with a snow date of Friday, December 2, 2022.
 - d. Delegation Workshop Wednesday, November 30, 2022, immediately following the Executive Committee meeting to discuss updated plans for the construction of a new nursing home.
 - e. Delegation Meeting Monday, December 5, 2022, at 7:00 p.m. in Superior Courtroom 2 to vote on the new nursing home construction plans.
5. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss.
 - a. Director Gaunya announced that as of January 1, 2023, he will be transitioning into a 24 hour per week position at the courthouse and then introduced Doug Kane as the new Maintenance Director. They are working together on the 2023 budget preparation, which Director Gaunya created an excellent format. Administrator Bower reported the position was posted internally with five in-house interviews conducted by him, Director Gaunya, and Maintenance Foreman Moffett, who is also reducing his hours to 24 per week. He described the reorganization of the maintenance department to maintain budget equality.
 - b. Superintendent Brackett reported the position for Programs Director at the House of Corrections was posted in October. Interviews were conducted of the two very qualified applicants by Retired Assistant Superintendent Jake Collins, and Rockingham County Department of Corrections Programs Manager Marybeth Hardy and was proud to introduce Kasey Dumont as the new Programs Director. She is a long-term employee who has successfully implemented several programs to improve the inmate's education and has the support of all her coworkers. She is currently working on her second master's degree and is excited to continue to explore new options and expand the programs available on the tablet system.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, NOVEMBER 17, 2022

Page 2

Director Dumont reported on some of the different applications currently utilized with over 3,000 courses completed and almost 20 hours used per learner. She and Superintendent Brackett are working on resuming the 12-step fellowship programs with Alcoholics Anonymous (AA) and Narcotics Anonymous (NA) and introducing the new Medication Assisted Therapy 12-step fellowship program at the facility.

- c. Superintendent Brackett reported 195 boarding inmates currently in custody, with 41 U.S. Immigration and Customs Enforcement (ICE) detainees and 52 from Maine Federal Bureau of Prisons. Strafford County Department of Corrections continues to be the gold standard, especially in the medical and programs departments. He reported on the proactive approach to maintaining a sterile environment which included a recent search with four K9s that didn't find any drug violations. Inspections have been scheduled for December 6 through December 8, 2022, with two inspectors focusing on the treatments in the medical department.
 - d. Administrator Bower reported on the new products and opportunities under review from ViaPath Technologies, formerly GTL and the discussions with Primex regarding insurance coverage and ways to reduce costs. He will be scheduling a date in December during a commissioners' meeting for a live demonstration with the telemedicine program, like the one in the new nursing home proposals. Superintendent Brackett described some of the developed technologies such as inmate identifications with the ability to track and help mitigate potential medical issues inside the facility. Administrator Bower reported on the promotional video on the tablets created by the team at the jail for ViaPath in return for \$60,000 in free software or a substantial discount on other products and services.
 - e. Director Legere reported on the annual grant for the Domestic Violence Unit for \$30,000 which does not require a match. Commissioner Watson motioned to accept and sign the Domestic Violence Grant for \$30,000. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
6. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
 7. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:48 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
 8. Return to Public Session: Commissioner Watson motioned to return to public session at 10:43 a.m., seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
 9. Motion to Seal Non-Public Session Minutes: Commissioner Watson motioned to seal the minutes of the non-public session, seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
 10. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 11:27 a.m., seconded by Commissioner Watson and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

COMMISSIONERS
GEORGE MAGLARAS, *Chairman*
ROBERT J. WATSON, *Vice Chairman*
DEANNA S. ROLLO, *Clerk*

TREASURER
PAMELA J. ARNOLD

COUNTY ADMINISTRATOR
RAYMOND F. BOWER

STRAFFORD COUNTY COMMISSIONERS

WILLIAM A. GRIMES
Justice & Administration Building
259 County Farm Road, Suite 204
Dover, New Hampshire 03820
Telephone: (603)742-1458
Fax: (603) 743-4407



PUBLIC NOTICE AND AGENDA
STRAFFORD COUNTY COMMISSIONERS
THURSDAY, NOVEMBER 24, 2022
NO MEETING THIS WEEK DUE TO THE HOLIDAY

HAPPY THANKSGIVING!

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, NOVEMBER 30, 2022, at 8:30 A.M.

A public meeting of the Strafford County Commissioners was held Wednesday, November 30, 2022, at 8:30 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, County Treasurer Pamela Arnold, Delegation Chairman Peter Schmidt, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Christopher Brackett, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of November 10, and November 17, 2022, Meetings: Commissioner Rollo motioned to approve the minutes of November 10, and November 17, 2022. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger reported there are seven employees and four residents with active Covid cases at Riverside Rest Home. Although the facility is now in outbreak status, there are currently no changes to general facility requirements.
3. Award Bid for Audit Services: Chairman Maglaras opened the one bid received from Vachon, Clukay & Company PC and a letter of refusal due to current workload. Administrator Bower requested a meeting with the principal from the bidding company and Finance Director Legere be scheduled before the bid is awarded and he invited Treasurer Arnold to attend the meeting. Commissioner Watson motioned to table the bid award until further review. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Approve Tax Anticipation Note Borrowing of up to \$20,000,000 for January 1, to June 30, 2023: Chairman Maglaras recognized County Treasurer Pam Arnold. Treasurer Arnold noted that there would not be adequate funds in the Treasury to pay County obligations from January 1 to June 31, 2023. She recommended that the County go out to bid for Tax Anticipation Notes in the amount of \$20 million and that this recommendation and request be made to the Executive Committee of the Delegation at their meeting this morning. Commissioner Rollo motioned to approve borrowing up to \$20,000,000 in tax anticipation notes to pay County financial obligations from January to June of 2023, with a repayment date at the end of December 2023. The motion was seconded by Commissioner Watson and accepted unanimously 3 to 0 by a roll call vote.
5. Recess to Attend the Delegation Executive Committee Meeting at 9:00 a.m. Followed by a Delegation Workshop: Chairman Maglaras called a recess at 8:58 a.m. to attend the Strafford County Legislative Delegation Executive Committee Meeting in the Café Conference Room followed by a Delegation Workshop to discuss plans to construct a new nursing home. The meeting was reconvened at 1:25 p.m.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Rochester Holiday Parade, Sunday, December 4, 2022
 - b. Delegation Meeting Monday, December 5, 2022, at 7:00 p.m.
 - c. Bid Opening for Tax Anticipation Note (TAN) Borrowing on Wednesday, December 14, 2022
 - d. Commissioners Award TAN Bid on Wednesday, December 14, 2022
 - e. Delegation Organizational Meeting on Wednesday, December 14, 2022
 - f. Commissioners Sign TAN Documents on Wednesday, December 15, 2022
 - g. Annual Christmas Pizza Party on Thursday, December 15, 2022
 - h. Receive Proceeds from TANS on January 4, 2023.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Coordinator Haskins-Belanger provided a brief explanation of the report she created based on revenue averages for skilled nursing facilities nationally and at Riverside Rest Home for the period of 2015 through 2019. She noted figures for 2020 and 2021 would be skewed due to Covid restrictions. The report shows conservative revenue possibilities from the construction of a new nursing home with capabilities to provide services currently not possible and nice enough to attract private pay residents. She reviewed the many benefits of a new nursing home that includes the potential for future expansion and provided details comparing the original \$170 million bond request versus the lesser request currently presented of \$139 million. She detailed offsetting revenue possibilities, retiring bonds such as the jail bond, and the different amounts of bond payments between the two figures would only be \$2.1 million for the first year lessening each following year. She reiterated the full price has the most potential to lessen the impact on the Strafford County taxpayers.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

WEDNESDAY, NOVEMBER 30, 2022

Page 2

8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 1:43 p.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 2:15 p.m., seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 2:21 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY
Board of Commissioners

RESPONSE COVER PAGE

Request for Proposal

for

**Audit Services for Fiscal Years Ending
December 31, 2022, December 31, 2023,
and December 31, 2024**

Respondent Name:	Vachon Clukay & Company PC
Lead Point of Contact - Name/Title:	Jarad Vartanian, CPA - Managing Shareholder
Tel:	(603) 622-7070
E-Mail:	jvartanian@vachonclukay.com
Website:	vachonclukay.com
Street Address:	608 Chestnut Street
City/County/Zip:	Manchester, NH 03104

STRAFFORD COUNTY NEW HAMPSHIRE
RFP Date: November 4, 2022

**Audit Services for Fiscal Years Ending December 31, 2022,
December 31, 2023, and December, 2024**

PROPOSAL RESPONSE FORM

TO: Strafford County
 259 County Farm
 Road; Suite 204
 Dover, NH 038205

The undersigned has reviewed the Audit Services Request for Proposal, and has become familiar with its terms and conditions, and wishes to submit the following Proposal. The undersigned has also received Addenda Nos. N/A (if applicable) and has addressed those provisions in this Proposal.

In submitting this proposal, the undersigned acknowledges the right of the County to reject any or all Bids, to accept any Bid, to waive any informality or irregularity in any Bid received, and that award of the Bid is conditioned upon the approval of funding. **The undersigned also agrees to all terms and conditions stated in the RFP.** Furthermore, the undersigned agrees:

1. To hold the Bid open for forty-five (45) after the date of the bid opening.
2. To enter into and execute a contract, if awarded the bid and required by the County, which will incorporate the terms and provisions of the RFP and the successful Bidder's response, in accordance with the RFP.
3. To guarantee all services, equipment and accessories provided under this bid to be provided in accordance with the bid documents.

Bidder's Proposal shall meet the Scope of Services and specifications and provide the following:

General Requirement

Bidder certifies to perform Independent Audit Services for fiscal years ending December 31, 2022, December 31, 2023, and December 31, 2024.

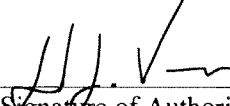
YES NO Comments:

Bidder certifies that its principal officer(s) is/are Certified Public Accountant(s) qualified to do business in New Hampshire.

YES NO Comments:

All Bid Responses to this RFP are to include this document completed in its entirety.

DATE November 22, 2022



Signature of Authorizing Agent

Jarad J. Vartanian, CPA - Managing Shareholder

Printed Name and Title

SEAL (if proposal by a Corporation)

Vachon Clukay & Company PC

Business Name and Address

608 Chestnut Street

Manchester, NH 03104

(Please attach a certificate of the Board of Directors, if applicable)

(603) 622-7070

(Telephone Number)

Bidder certifies that the audit and completed audit report will be completed no later than May 31st following the close of the County fiscal year, December 31st. A minimum of six (6) copies of the completed audit report, including financial statements, management letter, and recommendations and other pertinent information will be provided to the County annually by May 31st.

YES NO **Comments:** Bidder certifies that completed audit report will be completed by the above date based on following conditions: all trial balances closed and adjusting entries posted by County by fieldwork, availability of NHRS pension and OPEB plan statements, availability of single employer OPEB valuation, completion of MD&A, and availability of any significant federal guidance or compliance supplements affecting a federal program of the County.

Attach supporting documentation to this bid response form including the Bidder's qualifications and references.

The undersigned will provide all services as required by the RFP for the gross maximum price as stated below:

Total Not To Exceed Bid Price: FY 2022: \$52,000
 FY 2023: \$53,000
 FY 2024: \$54,000

The undersigned when requested during the term of this agreement will provide additional independent audit services beyond the services listed in this RFP at the following hourly rates:

FY 2022:	Partner (principal) <u>\$200</u>
	Senior (manager) <u>\$170</u>
	Semi-Senior <u>\$135</u>
	Junior <u>\$108</u>
	Other <u>N/A</u>
FY 2023:	Partner (principal) <u>\$225</u>
	Senior (manager) <u>\$180</u>
	Semi-Senior <u>\$145</u>
	Junior <u>\$115</u>
	Other <u>N/A</u>
FY 2024:	Partner (principal) <u>\$225</u>
	Senior (manager) <u>\$180</u>
	Semi-Senior <u>\$145</u>
	Junior <u>\$115</u>
	Other <u>N/A</u>

The undersigned certifies under penalties of perjury that this submission has been made in good faith and in without collusion or fraud with any other person. In submitting this bid, the Bidder agrees that no person acting for or employed by the County has a direct or indirect financial interest in the proposal or in any portion of the profits, which may be derived therefrom. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other BIDDER, entity or group of individuals. The undersigned further certifies that he/she has executive authority with this proposal in his/her individual capacity or, where indicated, as a representative of the Contractor, duly authorized to bind the Contractor to the terms and conditions of the proposal.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
THURSDAY, DECEMBER 8, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, December 8, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Christopher Brackett, Population Health Coordinator Dr. Tory Jennison, Captain Gwen Weisgarber, Terry Miltner from Seacoast Business Machines, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of November 30, 2022: Commissioner Rollo motioned to approve the minutes of November 30, 2022. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger reported there is one resident currently positive, nearing the end of their isolation period. Three residents have recovered from their covid infection. Currently there are eight positive employees, five of whom did not work during their infectious period. Multiple rounds of resident testing on the exposed units have been conducted with no new positive residents identified in the past 10 days. Resident testing will continue on the effected units until the outbreak is cleared by the New Hampshire Department of Health and Human Services Public Health Network.
3. Open Bids for Copier Leases: Captain Weisgarber reported the Request for Proposal was sent to thirteen vendors in addition to publication in the local newspaper. Eight companies attended the mandatory walkthrough on November 17, 2022. Bids received were from: Seacoast Business Machines, Ricoh USA, Kyocera Document Solutions, Conway Office Products (Xerox Business Solutions), Canon Solutions America, Inc., Ryan Business Systems, and United Business Machines. Commissioner Rollo motioned to table the award until a full review of all the bids is complete. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Presentation of NH State Library Preservation Grant Books: Captain Weisgarber presented the books preserved through the 2021-2022 Moose Conservation License Plate Grant which included the Bills of Sales and Inventory lists through Strafford County from 1913 to 1932. She reported the documents have been digitized and will be available on the website in the future. Funds from the 2022-2023 grant have not yet been received.
5. Award Bid for Audit Services: Administrator Bower and Finance Director Legere attended a virtual meeting with the only company that submitted a bid for audit services. Commissioner Watson motioned to award the bid to Vachon, Culkay and Company for three years of audit services \$52,000 for 2022, \$53,000 for 2023, \$54,000 for 2024. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Bid Opening for Tax Anticipation Note (TAN) Borrowing on Wednesday, December 14, 2022
 - b. Commissioners Award TAN Bid on Wednesday, December 14, 2022, at 11:00 a.m.
 - c. Delegation Organizational Meeting on Wednesday, December 14, 2022, at 7:00 p.m.
 - d. Commissioners Sign TAN Documents on Wednesday, December 15, 2022, at 9:00 a.m.
 - e. Annual Christmas Pizza Party on Thursday, December 15, 2022, at noon.
 - f. Receive Proceeds from TANS on January 4, 2023.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Administrator Bower reported on the air exchange roof unit at the House of Corrections that requires a motor replacement and requested a bid waiver. Commissioner Watson motioned to waive the bid to purchase a new air exchange roof unit motor for \$18,415. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

Chairman Maglaras reported the Strafford County Delegation Public Hearing and Meeting held Monday, December 5, 2022, at 7:00 p.m. did not pass the resolution for the issuance of bonds for \$150,000,000 to construct a new nursing home. The Commissioners unanimously approved supplemental appropriation and bond issuance for \$170,000,000 at the August 18, 2022, Commissioners Meeting. The Delegation approved supplemental appropriation for the \$170 million at the August 24, 2022, Delegation Public Hearing and Meeting, but then recessed before a vote for bond issuance was taken. There have been several meetings with the architects to work on the additional information requested by the Delegation and to reduce the price. Jonathan Halle from Warrenstreet Architects attended two Delegation workshops since August to answer any questions and provide explanations to those who attended. He explained the price could be reduced to \$139 million to build the new nursing home by reducing the expandability and 80,000 square feet. All the Delegation members agreed a new nursing home is needed, but there were not enough votes

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

THURSDAY, DECEMBER 8, 2022

Page 2

to pass bond issuance for the construction. However, the Delegation did pass the issuance of bonds for \$6,261,184 for the planning and designs of a new 215 bed nursing home. The Commissioners unanimously agreed the funding process should start immediately and Chairman Maglaras requested Finance Director Legere contact the Strafford County Financial Advisor as soon as possible.

8. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
9. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 9:40 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
10. Return to Public Session: Commissioner Watson motioned to return to public session at 11:37 a.m., seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
11. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
12. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 11:45 a.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES
WEDNESDAY, DECEMBER 14, 2022, at 11:00 a.m.

A public meeting of the Strafford County Commissioners was held Wednesday, December 14, 2022, at 11:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Ray Bower, County Attorney Tom Velardi, Finance Director Diane Legere, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Award the Bid for Tax Anticipation Notes: The bids were opened and received as follows:

- a. Bank of America – 4.11%
- b. JP Morgan – 4.25%
- c. Northway Bank – 2.39%
- d. Webster Bank – 4.50%

Director Legere reported the financial advisor reviewed the bids, which were all good rates. Commissioner Rollo moved to award the Tax Anticipation Note borrowing for \$20,000,000 to Northway Bank with a rate of 2.39%; seconded by Commissioner Watson and approved unanimously by a roll call vote.

2. Upcoming Events: Chairman Maglaras asked if there were any upcoming events.

- a. Finance Director Legere would have the Tax Anticipation Note documents ready for signature at the next Commissioners' meeting on Thursday, December 15, 2022, at 9:00 a.m.
- b. The annual Christmas Pizza Party will start at noon on Thursday, following the Commissioners' meeting.

3. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. There was a brief review of procedures for the Strafford County Legislative Delegation Organizational Meeting scheduled at 7:00 p.m.

4. Questions and Comments from the Public Related to this Agenda: With no public in attendance, the Commissioners moved to the next item on the agenda.

5. Non-Public Session for the Purpose of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): The non-public session was tabled and will be addressed at the next Commissioners Meeting on Thursday, December 15, 2022.

6. Return to Public Session: N/A

7. Motion to Seal Non-Public Session Minutes: N/A

8. Adjournment: The Commissioners signed paperwork as appropriate. Without objection the meeting was adjourned at 11:21 a.m.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

Exhibit to December 14, 2022 Commissioners' Meeting Minutes

Strafford County, New Hampshire
2023 TANS, Series A Bid Summary
Closing Date: 1/4/2023
Maturity Date: 12/29/2023

Bidder	Coupon	Amount	Interest Cost	Additional Expenses	Total Cost
Bank of America Contact: Saju Joseph saju.j.joseph@bofa.com	4.11%	\$20,000,000	\$810,583.33	\$0.00	\$810,583.33
JP Morgan Contact: Domenic J Patalano domenic.j.patalano@jpmorgan.com	4.25%	\$20,000,000	\$838,194.44	\$0.00	\$838,194.44
Northway Bank Contact: Kristy Goodson kgoodson@northwaybank.com	2.39%	\$20,000,000	\$471,361.11	\$0.00	\$471,361.11
Webster Bank Contact: Thomas Randazzo trandazzo@websterbank.com	4.50%	\$20,000,000	\$887,500.00	\$3,500.00	\$891,000.00

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

Thursday, December 15, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, December 15, 2022, at 9:00 a.m. in the Café Conference Room, Justice and Administration Building, 259 County Farm Road, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Christopher Brackett, Captain Gwen Weisgarber, Turnstone Corporation's Vice President of Operations Tony DaCosta, HOC Booking Supervisor Sandra Bower, HOC Finance Clerk Jaime Bickford, HOC Medical Director Tracy Warren, ViaPath Technologies Senior Account Manager Rob Giglio, Viapath's representatives Chad McGowen, Todd Stutts, Blais and eVisit Head of Sales Curtis Munlin, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of December 8, 2022: Commissioner Rollo motioned to approve the minutes of December 8, 2022. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger reported there two employees, but no Covid positive residents at Riverside Rest Home. The facility is still in outbreak status so more testing will continue. Superintendent Brackett reported has one positive Immigration and Customs Enforcement (ICE) detainee who was identified during the final test to clear from quarantine but had no signs or symptoms. He is waiting for Pandemic Response Requirements Version 11 which should coincide with the latest CDC guidelines and allow for opening the facility completely allowing for easier management of the population.
3. Award Bid for Copier Leases: Captain Weisgarber reviewed the received bids, explained the method for calculating the cost comparisons for actual copies which included toner, service and repairs (see exhibit A). She recommended awarding the bid to the lowest bidder Kyocera New England. Commissioner Watson motioned to award the lease bid to Kyocera New England for 36 months at \$2,854.88 per month. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a voice vote.
4. Sign Tax Anticipation Note Documents: Director Legere reviewed the Tax Anticipation Notes for \$20 million awarded to Northway Bank at 2.39% on December 14, 2023, and the Commissioners signed the appropriate paperwork.
5. Discuss Barrington Town Center Tax Increment Financing (TIF) District Development Plan: There was a discussion regarding the Barrington Town Center TIF District Development Plan and historical procedures with Barrington and other similar plans. The Commissioners unanimously agreed not to take the Strafford County entitled share as stipulated in New Hampshire statutes.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss. He noted there will be a Commissioners Meeting on Thursday, December 22, 2022, at 9:00 a.m. to review submitted budgets.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Turnstone Corporation's Vice President of Operations Tony DaCosta reported on the progress of the new air handling system in the courthouse. The roof units will ship at the end of March and held at a warehouse, the steel will be installed in the Spring, testing for asbestos on the roof will be conducted soon, and wall units have been installed with all leaks repaired. Dispatch is complete, the Sheriff's Office requires a few more hours of work, the Café kitchen will need four more weeks, and the second floor will be last to work around the courts' schedules.

Superintendent Brackett reported on a letter commending the staff for their care and compassion of an inmate possibly going through a psychotic episode in need of an Involuntary Emergency Admission (IEA) to Wentworth Douglass Hospital. Special praise and thanks to the staff at the House of Corrections (HOC) for treating this patient so calm and patiently.

Superintendent Brackett reported on the ICE inspection of the Medical Department December 6th, 7th, and 8th noting there was not a formal or informal exit briefing so a report would be filed with ICE and then sent to the HOC. He does not expect any minor or major issues to be reported to ICE. Population numbers continue to increase and we currently have 195 customers with 45 ICE detainees and 50 from Maine. He reported there has not been a significant increase to in-person visits which he attributes to the convenience of the tablet system. The visits are currently Monday, Wednesday, and Friday 7:00 a.m. to 3:00 p.m., Saturday 7:00 a.m. to 11:00 a.m. and Sunday 3:00 p.m. to 7:00 p.m., with additional visitations considered when the pandemic response requirements allow. Attorney visits have increased. Most of the programs instituted before the pandemic have resumed including yoga, alcoholics anonymous, and narcotics anonymous. Some other programs are being explored such as financial and literacy classes.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

WEDNESDAY, DECEMBER 15, 2022

Page 2

8. Telemedicine Demonstration for the House of Corrections at 10:00 a.m.: A telemedicine demonstration was provided by a partnership with eVisit and Viapath which can be used in connection with the current tablet system and will be HIPPA compliant. There was a full description of the benefits and customization abilities of programs to enhance the performance of the current system of triage at the Medical Department. It included a virtual walkthrough of scheduling time with a doctor not on site at the facility through the inmate's visit with the doctor and a description of charts and reports that can be generated for different reasons such as ICE inspections which could save considerable time for staff members. Several questions were asked and answered, and it was noted this could be expanded to include the future nursing home project and the pilot Program of All-inclusive Care for the Elderly (PACE). There may be the opportunity to expand this program with Alcoholics Anonymous, Narcotic Anonymous, and others even after release from the facility.
9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Watson motioned to go into non-public session at 11:15 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a roll call vote.
11. Return to Public Session: Commissioner Watson motioned to return to public session at 11:55 a.m., seconded by Commissioner Rollo, and approved unanimously (3 to 0) by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson, and approved unanimously (3 to 0) by a voice vote.
13. Attend Annual Christmas Pizza Party: The Commissioners annual Christmas pizza party for Strafford County staff organized by the Employee Appreciation Committee was very well attended with pizzas delivered from Millo's Pizza & Grill in Barrington also several offices provided desserts, salads, and other side dishes.
14. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Watson motioned to adjourn the meeting at 1:23 p.m., seconded by Commissioner Rollo and approved unanimously (3 to 0) by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

Copier contract methodology:

All paperwork was reviewed to ensure it met the criteria outlined in the bid specifications. Some vendors had a limitation on the work they would do to remove and ship the old copiers. Those bids were the higher bids, so I did not make notations about it as they would not impact the final numbers. Two vendors - Kyocera and UBM/Visual Edge IT - had either typos or sent an incorrect lease agreement. Both vendors were emailed about the discrepancy but were given no information about their status in the bidding process.

Both vendors then provided the correct information.

During my double-check, I found an additional discrepancy with the bid totals from UBM/Visual Edge IT; the TOTAL monthly cost listed on the bottom of the spreadsheet was \$2057.38 while the actual cost for each copier totaled \$2494.81. Again, I reached out to the vendor and asked him to double check the figures without informing him of the bid status; he did confirm \$2494.81 was the correct monthly cost.

Some vendors (Canon and Xerox) provided a monthly cost without a breakdown per copier, so you will see the cost average on each line.

This bid came down to copy cost.

To determine cost of copies - I took the monthly average of each copier for the past year (a number that was provided to all vendors as part of the bid process), added up the number of copies by type of machine (copies for desktop models are usually billed at a higher rate), and got an overall monthly average per type of machine. This number was added in for the 6 new copiers being added to the county lease. While this may be a high estimation, it seemed like the most reasonable method. In this paperless world, I only see us generating more paper...

My final calculations yield the following monthly costs:

Kyocera	\$4545.09
UBM/Visual Edge IT	\$4571.93
Xerox/Conway Office	\$4904.52
SBM/UBEO	\$5295.42
Ryan	\$5868.03
Ricoh	\$6151.43
Canon	\$6196.80

COMPANY INFORMATION

Kyocera New England - offices in Portsmouth and Westbrook ME, a division of Kyocera North America

United Business Machines / Visual Edge IT - offices in Londonderry, Nashua, Portland ME, a division of Visual Edge IT headquartered in Ohio

Conway Technology Group/Xerox - offices in Nashua, Portsmouth - a subsidiary of Xerox Corporation

Seacoast Business Machines/UBEO - offices in Barrington and Portsmouth - parent company UBEO is headquartered in Austin, TX

Ryan Business Systems - offices in Concord NH, Woburn MA and Milford CT. Headquarters in CT.

Ricoh and Canon are both parent companies with local offices.

SUMMARY - Monthly Totals (Copiers + Copies)

	Kyocera	UBM/Vis Edge	Xerox	SBM/UBEO	Ryan	Ricoh	Canon
Copiers	\$2,865.88	\$2,494.81	\$3,316.74	\$3,891.13	\$3,701.44	\$4,158.07	\$4,330.00
Copies	\$1,679.21	\$2,077.12	\$1,587.78	\$1,404.29	\$2,166.59	\$1,993.36	\$1,866.80
TOTAL	\$4,545.09	\$4,571.93	\$4,904.52	\$5,295.42	\$5,868.03	\$6,151.43	\$6,196.80

*UBM will charge Shipping and Handling for toner cartridges

LOCATION	Kyocera		UBM / Visual Edge IT		Conway / Xerox	
	Copiers	Copier + Copies	Copiers	Copier + Copies	Copiers	Copier + Copies
SCCCP	93.9	\$110.62	90.92	\$108.52	78.97	\$105.37
SHERIFF- Investigations	24.68	\$39.33	14.13	\$38.55	78.97	\$88.74
DEEDS	110.55	\$132.01	79.1	\$103.62	78.97	\$101.24
SHERIFF TRANS	72.96	\$77.01	83.58	\$87.85	78.97	\$85.37
SHERIFF	140.69	\$237.51	90.92	\$202.88	78.97	\$171.57
COMMISSIONER'S OFFICE	140.69	\$153.47	150.01	\$163.46	78.97	\$99.14
CNTY ATTORNEY	255.73	\$719.30	211.77	\$757.63	78.97	\$463.59
CNTY ATTORNEY	312.33	\$472.78	231.43	\$415.67	78.97	\$240.24
HYDER - Supervisor	13.03	\$21.42	14.13	\$28.11	78.97	\$84.56
HYDER	140.69	\$152.90	133.49	\$146.34	78.97	\$98.25
JAIL BRIEFING	72.96	\$74.64	78.88	\$80.64	78.97	\$81.62
JAIL BOOK	110.55	\$246.49	115.62	\$272.75	78.97	\$209.37
JAIL 2	13.03	\$22.92	14.13	\$30.62	78.97	\$85.56
JAIL MEDICAL OFFICE	13.03	\$14.39	14.13	\$16.40	78.97	\$79.88
JAIL Dep Office	13.03	\$13.20	14.13	\$14.42	78.97	\$79.08
JAIL 1	13.03	\$37.42	14.13	\$54.78	78.97	\$95.23
JAIL SUPER	93.9	\$98.00	90.92	\$107.12	78.97	\$85.45
JAIL 4	13.03	\$20.16	14.13	\$26.01	78.97	\$83.72
JAIL IND	110.55	\$131.91	78.88	\$103.55	78.97	\$99.59
JAIL ADM	110.55	\$121.98	90.92	\$102.95	78.97	\$97.01
JAIL - Medical	96.91	\$145.06	85.99	\$136.67	78.97	\$154.99
JAIL- PreBook	13.03	\$14.58	14.13	\$16.71	78.97	\$80.00
RRH PURCHASING	72.96	\$105.17	78.88	\$112.79	78.97	\$129.83
RRH UNIT 5	13.03	\$28.81	14.13	\$40.43	78.97	\$89.49
RRH PT	93.9	\$95.20	32.02	\$37.14	78.97	\$81.02
RRH UNIT 3	13.03	\$29.98	14.13	\$42.38	78.97	\$90.27
RRH UNIT 2	13.03	\$29.21	14.13	\$41.10	78.97	\$89.76
RRH NURS SUPER	13.03	\$33.01	14.13	\$47.43	78.97	\$92.29
Hyder South - Billing	93.9	\$97.48	78.88	\$93.03	78.97	\$84.63
RRH 1 BEH	13.03	\$30.80	14.13	\$43.74	78.97	\$90.81
RRH UNIT 4	13.03	\$24.82	14.13	\$33.78	78.97	\$86.83
RRH VOLUNTEER	110.55	\$382.19	116.17	\$434.60	78.97	\$312.93
RRH BILLING	182.77	\$227.84	113.62	\$161.06	78.97	\$150.14
JAIL 3	13.03	\$22.71	14.13	\$30.26	78.97	\$85.42
CWP	13.03	\$13.52	14.13	\$14.94	78.97	\$79.29
RRH Behavioral Specialist	13.03	\$16.62	14.13	\$20.12	78.97	\$81.36
RRH Medical Auditor*	33.02	\$43.07	32.02	\$48.78	78.97	\$85.67
JAIL Counselor's Office*	33.02	\$43.07	32.02	\$48.78	78.97	\$85.67
JAIL Security Captain*	13.03	\$23.08	14.13	\$30.89	78.97	\$85.67
JAIL Classifications Office*	13.03	\$23.08	14.13	\$30.89	78.97	\$85.67
JAIL Central Control*	13.03	\$23.08	14.13	\$30.89	78.97	\$85.67
RRH Activities*	110.55	\$195.27	116.17	\$213.72	78.97	\$162.51
*Added copiers - est. usage						
TOTALS	2865.88	\$4,545.09	2494.81	\$4,571.93	3316.74	\$4,904.52

LOCATION	<u>SBM/UBEO</u>		<u>Ryan</u>		<u>Ricoh</u>	
	Copiers	Copier + Copies	Copiers	Copier + Copies	Copiers	Copier + Copies
SCCCP	104.89	\$124.69	129.36	\$153.56	139.28	\$167.44
SHERIFF- Investigations	39.96	\$47.29	15.9	\$37.88	33.85	\$50.13
DEEDS	73.72	\$93.33	114.29	\$141.48	125.15	\$151.62
SHERIFF TRANS	92.77	\$97.57	135.11	\$140.98	100.9	\$107.73
SHERIFF	177.13	\$261.65	194.79	\$314.83	175.17	\$288.01
COMMISSIONER'S OFFICE	228.65	\$243.78	229.42	\$247.91	215.52	\$237.04
CNTY ATTORNEY	354.9	\$730.20	310.55	\$865.73	353.92	\$845.23
CNTY ATTORNEY	400.41	\$544.38	310.55	\$512.09	398.04	\$591.54
HYDER - Supervisor	39.96	\$44.15	15.9	\$28.48	33.85	\$43.17
HYDER	149.59	\$164.05	172.41	\$190.08	173.54	\$194.10
JAIL BRIEFING	68.07	\$70.05	101.82	\$104.25	79.65	\$82.47
JAIL BOOK	116.39	\$235.25	162.46	\$331.13	171.24	\$329.99
JAIL 2	39.96	\$44.91	15.9	\$30.74	33.85	\$44.84
JAIL MEDICAL OFFICE	39.96	\$40.64	15.9	\$17.94	33.85	\$35.36
JAIL Dep Office	39.96	\$40.05	15.9	\$16.16	33.85	\$34.04
JAIL 1	39.96	\$52.16	15.9	\$52.49	33.85	\$60.95
JAIL SUPER	48.65	\$53.51	114.29	\$128.87	61.83	\$72.63
JAIL 4	39.96	\$43.52	15.9	\$26.59	33.85	\$41.77
JAIL IND	72.42	\$91.16	114.29	\$140.84	125.15	\$150.20
JAIL ADM	169.16	\$182.69	151.55	\$168.09	160.53	\$179.77
JAIL - Medical	94.62	\$151.64	131.77	\$201.46	144.54	\$225.63
JAIL- PreBook	39.96	\$40.73	15.9	\$18.22	33.85	\$35.57
RRH PURCHASING	68.07	\$106.22	101.82	\$148.44	96.31	\$150.56
RRH UNIT 5	39.96	\$47.85	15.9	\$39.57	33.85	\$51.38
RRH PT	48.65	\$50.18	114.29	\$116.17	61.83	\$65.24
RRH UNIT 3	39.96	\$48.43	15.9	\$41.32	33.85	\$52.68
RRH UNIT 2	39.96	\$48.05	15.9	\$40.17	33.85	\$51.83
RRH NURS SUPER	39.96	\$49.95	15.9	\$45.87	33.85	\$56.05
Hyder South - Billing	48.65	\$52.89	114.29	\$119.48	61.83	\$71.26
RRH 1 BEH	39.96	\$48.84	15.9	\$42.55	33.85	\$53.59
RRH UNIT 4	39.96	\$45.86	15.9	\$33.59	33.85	\$46.95
RRH VOLUNTEER	169.16	\$393.37	186.18	\$514.36	205.61	\$500.66
RRH BILLING	286.94	\$340.31	214.78	\$280.02	321.58	\$397.49
JAIL 3	39.96	\$44.80	15.9	\$30.41	33.85	\$44.60
CWP	39.96	\$40.20	15.9	\$16.63	33.85	\$34.39
RRH Behavioral Specialist	39.96	\$41.76	15.9	\$21.29	33.85	\$37.84
RRH Medical Auditor*	45.22	\$50.25	48.82	\$63.90	51.92	\$63.09
JAIL Counselor's Office*	45.22	\$50.25	48.82	\$63.90	51.92	\$63.09
JAIL Security Captain*	39.96	\$44.99	13.7	\$28.78	33.85	\$45.02
JAIL Classifications Office*	39.96	\$44.99	15.9	\$30.98	33.85	\$45.02
JAIL Central Control*	39.96	\$44.99	13.7	\$28.78	33.85	\$45.02
RRH Activities*	228.65	\$303.86	186.18	\$292.06	205.61	\$306.44
*Added copiers - est. usage						
TOTALS	3891.13	\$5,295.42	3701.44	\$5,868.03	4158.07	\$6,151.43

Canon

LOCATION	Copiers	Copier + Copies
SCCCP	103.095	\$125.10
SHERIFF- Investigations	103.095	\$123.02
DEEDS	103.095	\$126.30
SHERIFF TRANS	103.095	\$108.43
SHERIFF	103.095	\$204.37
COMMISSIONER'S OFFICE	103.095	\$119.91
CNTY ATTORNEY	103.095	\$562.55
CNTY ATTORNEY	103.095	\$274.31
HYDER - Supervisor	103.095	\$114.50
HYDER	103.095	\$119.16
JAIL BRIEFING	103.095	\$105.30
JAIL BOOK	103.095	\$245.46
JAIL 2	103.095	\$116.55
JAIL MEDICAL OFFICE	103.095	\$104.94
JAIL Dep Office	103.095	\$103.33
JAIL 1	103.095	\$136.27
JAIL SUPER	103.095	\$116.31
JAIL 4	103.095	\$112.79
JAIL IND	103.095	\$125.52
JAIL ADM	103.095	\$118.13
JAIL - Medical	103.095	\$166.45
JAIL- PreBook	103.095	\$105.20
RRH PURCHASING	103.095	\$145.48
RRH UNIT 5	103.095	\$124.55
RRH PT	103.095	\$107.27
RRH UNIT 3	103.095	\$126.14
RRH UNIT 2	103.095	\$125.10
RRH NURS SUPER	103.095	\$130.27
Hyder South - Billing	103.095	\$114.64
RRH 1 BEH	103.095	\$127.26
RRH UNIT 4	103.095	\$119.13
RRH VOLUNTEER	103.095	\$376.04
RRH BILLING	103.095	\$162.40
JAIL 3	103.095	\$116.25
CWP	103.095	\$103.76
RRH Behavioral Specialist	103.095	\$107.98
RRH Medical Auditor*	103.095	\$116.77
JAIL Counselor's Office*	103.095	\$116.77
JAIL Security Captain*	103.095	\$116.77
JAIL Classifications Office*	103.095	\$116.77
JAIL Central Control*	103.095	\$116.77
RRH Activities*	103.105	\$192.81
*Added copiers - est. usage		
TOTALS	4330	\$6,196.80

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

Thursday, December 22, 2022, at 9:00 A.M.

A public meeting of the Strafford County Commissioners was held Thursday, December 22, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Raymond Bower, Finance Director Diane Legere, Covid Coordinator Brianna Haskins-Belanger, HOC Superintendent Christopher Brackett, Management Information Systems Director Paul Kopreski, Drug Court Coordinator Carrie Conway, Population Health Coordinator Dr. Tory Jennison, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Approve Minutes of December 14, and December 15, 2022: Chairman Maglaras withdrew the Minutes of December 14, and December 15, 2022.
2. Update on COVID-19: Covid Coordinator Haskins-Belanger reported there no Covid positive cases at Riverside Rest Home. The facility is still technically in outbreak status until two full rounds of negative testing. She reviewed the definition of up to date on vaccinations and reported our facility has a rate of 82.1% of those residents over 65 years old, compared to the 47.9% for New Hampshire and 35.7% for the United States.

Superintendent Brackett reported has no Covid cases at the House of Corrections (HOC), but he continues to provide reports to the U.S. Attorney's Office. He reviewed the requirements of the settlement agreement and expects completion by the end of next year with the probability of filing to have the Deliberate Indifference ruling removed.

Administrator Bower reported on the 40 doses of Tamiflu on hand in preparation for the expected influenza outbreak hitting most of the continental United States. Requests have been submitted to local pharmacies for supply updates and restocking orders so we will be sufficiently prepared to immediately start all who safely qualify for the medication treatment.

3. Open and Award Bid for CDBG Grant Administration for the Rochester Child Care Grant: Director Legere noted there many different services requiring management of the Rochester Child Care Center roofing, heating, ventilation, and other improvements project. Chairman Maglaras read the list of required services, noted there was one bid received and that all costs are passed through so the County does not absorb the expenses. Commissioner Watson motioned to award the CDBG Grant Administration for the Rochester Child Care Center Grant to Donna Lane for \$18,000. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
4. Execute contract with the State of NH Community Development Finance Authority (CDFA) for Rochester Child Care Center for \$621,000: Commissioner Rollo motioned to accept the contract with the State of NH Community Development Finance Authority (CDFA) for Rochester Child Care Center for \$621,000 and to authorize Administrator Bower to sign the documents. Commissioner Watson seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.
5. Discuss Swearing-In Ceremony for Elected County Officials: Chairman Maglaras requested the Superior Court Judge be asked to perform the swearing-in ceremony on Wednesday, January 4, 2023, at his convenience.
6. Upcoming Events: Chairman Maglaras asked if there were any upcoming events to discuss.
 - a. Dover High School Criminal Justice tour is scheduled on Thursday, January 5, 2023, with an arrival time of 8:25 a.m. and will include a tour of the courts, with presentations from Commissioner Maglaras at 9:30 a.m., Register of Deeds at 10:00 a.m., County Attorney Tom Velardi at 10:20 a.m., Carrie Conway and Blair Rowlett from Community Corrections/Drug Court/Mental Health Court at 10:40 a.m., Sheriff Brave with Deputy Baez, Deputy Wright, and Strafford County Comfort Dog Cara at 11:00 a.m. Lunch will be provided by Riverside Rest Home at noon, followed by a tour of the House of Corrections/Jail/Alms house and reboarding the bus at 1:30 p.m. This is the first school tour since the pandemic started.
7. Old and New Business: Chairman Maglaras asked if there was any old or new business to discuss. Superintendent Brackett reported on the inquiries from areas across the country along with the New Hampshire State Prison regarding the legal mail policy at the HOC. He described the exploration in prior years of different options for getting mail to the inmates while preventing drugs from entering the facility, resulting in quotes for extremely expensive equipment which could not even detect heroine or fentanyl. The policy instituted consists of photocopying documents on recycled paper before delivery, and shredding after completion, which is inexpensive and allows an additional layer of human interaction and security.

STRAFFORD COUNTY COMMISSIONERS PUBLIC MEETING MINUTES

WEDNESDAY, DECEMBER 22, 2022

Page 2

Chairman Maglaras reported on the efforts to meet with a representative in Massachusetts to review the finance aspects of a possible Program of All-inclusive Care for the Elderly (PACE) here in Strafford County. He also reported on the scheduled meeting with New Hampshire Department of Health and Human Services on Tuesday, February 7, 2023, at 1:30 p.m. in the Commissioners' Office regarding a possible \$3 million grant for a pilot PACE program.

Director Kopreski provided background information on the current storage for the Information Technology Infrastructure provided by Dell for over ten years. Historically the cost has been \$11,000 per year, however the price was raised to \$44,295 and the contract expires on December 31, 2022. Due to the urgency with support ending at the end of the year and the potential loss of data, should there be a hard drive failure, he requested a bid waiver to replace the Dell EMC with a Synology FlashStation FS6400 for \$11,598.51 and a 5-year warranty as provided through a NH State Bid. The Synology FS6400 is specifically designed for I/O-intensive tasks (Read/Writes to drives) with specifications well above that of the current Dell EMC providing an increase in performance over the current system. Commissioner Watson motioned for a bid exception and authorized the purchase of a Synology FlashStation FS6400 for \$11,598.51 and a 5-year warranty. Commissioner Rollo seconded the motion, and it was approved unanimously (3 to 0) by a roll call vote.

Coordinator Conway provided an update on the Substance Abuse and Mental Health Awareness (SAMHSA) Grant to provide mental health training to the school resource officer in Farmington along with a few other first responders in collaboration with Community Partners. The grant was applied for over two years ago and notification was received we were awarded \$102,000 if still interested. There was a discussion on the policies and procedures changed at the Farmington School and the Sheriff's Office decision to no longer provide the security officers. She reported on conversations with Chris Kozak, Executive Director at Community Partners, who was also awarded money from this grant for first responders to receive training and will be training officers from the Strafford County Sheriff's Office. Due to a duplication of services, the commissioners unanimously agreed to deny acceptance of the grant.

8. Non-Meeting with Attorney at 10:00 a.m.: Commissioner Rollo motioned to temporarily adjourn this meeting for the purpose of consulting with legal counsel at 9:55 a.m., seconded by Commissioner Watson, and approved unanimously by a voice vote.
9. Questions and Comments from the Public Related to this Agenda: Chairman Maglaras asked if there were any questions from the members of the public or other. With no questions, the Commissioners moved to the next item on the agenda.
10. Non-public session for the Purposes of Discussing Personnel Issue(s) Pursuant to RSA 91-A:3, II(a): Commissioner Rollo motioned to go into non-public session at 10:45 a.m. for the purpose of discussing a personnel issue(s) pursuant to RSA 91-A:3, II(a), seconded by Commissioner Watson, and approved unanimously (3 to 0) by a roll call vote.
11. Return to Public Session: Commissioner Rollo motioned to return to public session at 1:20 p.m., seconded by Commissioner Watson, and approved unanimously by a voice vote.
12. Motion to Seal Non-Public Session Minutes: Commissioner Rollo motioned to seal the minutes of the non-public session, seconded by Commissioner Watson, and approved unanimously by a voice vote.
13. Adjournment: The Commissioners signed paperwork as appropriate. Commissioner Rollo motioned to adjourn the meeting at 1:25 p.m., seconded by Commissioner Watson and approved unanimously by a voice vote.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk

**Donna Kerwin Lane
CDBG Consultant
60 Ragged Cove Lane
Conway, New Hampshire 03818
344-7505 cell
donnalanebdbg@roadrunner.com**

December 7, 2022

Strafford County,

Thank you for the opportunity to submit my CDBG administrative proposal for the CDBG Project, roofing, heating, ventilation, etc improvements to Rochester Childcare Center, 95 Charles St in Rochester, NH.

Specific administrative services to include the coordinating environmental review records, maintenance of records, accounting, meetings, compliance with labor regulations, reporting and other federal adherence required by the CDBG Grant Agreement.

I have enclosed my resume outlining my 40 years of exclusive CDBG Administration. I have administered well over 300 CDBG projects, including 50+ public facility projects. I had also been engaged by NH Community Development Finance Authority (and prior to their Administration of CDBG, by the NH Office of State Planning) to conduct the CDBG Implementation Workshop trainings for all New Hampshire CDBG projects for over 10 years.

I believe I'm well qualified to administer your CDBG project. In addition, I am quite familiar with the project as I wrote the application for it.

Thank you for your time and consideration.

Sincerely,

Donna Lane

Donna Lane

COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM ADMINISTRATION PROPOSAL

I propose the administration of, in a satisfactory and proper manner, as determined and as specifically authorized by the Municipality and or Community Development Finance Authority and Community Development Block Grant regulations, that work and those activities in and with respect to the Rochester Childcare Center, roofing, heating, ventilation, etc improvements, as identified and more particularly described in Exhibit A of the Community Development Block Grant Agreement (proposed) between Strafford County and the Community Development Finance Authority.

Specific services to include:

Coordinate Environmental Review Record,
Maintenance of records (on CDBG's GMS system), including financial records,
Preparation of payment requests (claims),
Compliance with labor regulations including Davis Bacon wage requirements,
Coordination of Engineer/Architect/CM services, including contracting,
Attending meetings,
Preparation of Code of Ethics and Financial Management Plan for municipal approval,
Preparation and submission of semi-annual reports to CDFA,
Preparation and submission of close-out report,
Provide auditors with information and respond to any questions,
Along with any other federal adherence required by the CDBG Grant Agreement.

I have been writing applications for, and administering CDBG projects, for 40 years in New Hampshire.

Compensation for Administration of the Project will be Eighteen Thousand Dollars (\$18,000) lump-sum (no additional expenses) for the complete project. This fee does not include Audit, Advertising, or Legal expenses. Services will be billed, not more often than monthly, and will reflect work performed for that period.

Submitted,

Donna Lane

Donna Lane
CDBG Consultant
60 Ragged Cove Lane
Conway, New Hampshire 03818
(603)344-7505
donnalanebdbg@roadrunner.com

Donna Kerwin Lane
CDBG Consultant
60 Ragged Cove Lane
Conway, New Hampshire 03818
344-7505 Tel
donnalaneecdbq@roadrunner.com

EDUCATION

E.D.F.P., Economic Development Finance Professional, 1995;
National Development Council
M.B.A., Plymouth State College, 1989; Magna Cum Laude.
Plymouth, New Hampshire
B.S., Niagara University, 1981; Magna Cum Laude.
Niagara University, New York

PROFESSIONAL ACTIVITY

Since 1982: **Community Development Block Grant Consultant**

Administration of over 300 CDBG completed Projects, valued at over \$100,000,000. Responsible for financial management, federal regulation adherence, recordkeeping, and reporting of CDBG projects.

Economic Development Projects include business expansions, machinery and equipment purchases, and infrastructure improvements. Administration of Regional Development Capacity Building Projects.

Public Facilities Projects include municipal water and wastewater systems, community centers, senior centers, daycare centers, and handicap accessibility.

Housing Rehabilitation Projects include affordable housing and single family construction, acquisition and rehabilitation, as well as infrastructure improvements in support of affordable housing.

Municipalities previously or presently contracted with to administer CDBG projects: Barrington, Belmont, Berlin, Bethlehem, Boscawen, Bradford, Brentwood, Bristol, Campton, Canaan, Charlestown, Claremont, Conway, Derry, Enfield, Epping, Errol, Exeter, Franklin, Gilford, Gorham, Greenland, Haverhill, Laconia, Littleton, Madbury, Meredith, Milton, Newmarket, Northfield, Bristol, Ossipee, Pittsfield, Plymouth, Rumney, Salem, Seabrook, Stratford, Tamworth, Tilton, Wakefield, Warner, Warren, Whitefield, Wolfboro, Belknap County, Carroll County, Coos County, Grafton County, Hillsborough County, Rockingham County, Strafford County and Sullivan County.

Performed CDBG Training Workshop for the New Hampshire Office of State Planning in 1993 & 1994.
Performed CDBG Training Workshop for Community Development Finance Authority in 2004 – 2018.

Dec 21, 2022

To: Ray Bower

From: Paul Kopreski

Subj: Exception to Bid for Synology FS6400

Background -

One of the storage containers for the county IT infrastructure is a Dell EMC. This equipment has been in place for over 10 years.

Problem –

The past support for the Dell EMC was \$11,000 per year. This year Dell raised their support cost to \$44,295. Support ends at the end of the year and they just sent us the increase for support

Request –

Due to the urgency with support ending at the end of the year and the potential loss of data, should there be a hard drive failure, I am requesting an exception to bid to replace the Dell EMC with a Synology FlashStation FS6400 for a cost of \$11,598.51 and a 5-year warranty.

The Synology FS6400 is specifically designed for I/O-intensive tasks (Read/Writes to drives) with specs well above that of the current Dell EMC providing an increase in performance over our current system.



Pricing Proposal
Quotation #: 22883547
Created On: 12/19/2022
Valid Until: 12/30/2022

NH-County of Strafford

Paul Kopeski

NH
United States
Phone: 603-516-4155
Fax:
Email: pkopeski@co.strafford.nh.us

Inside Account Executive

Maxine Adams

290 Davidson Ave
Somerset, NJ 08873
Phone: 732-652-0869
Fax:
Email: maxine_adams@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Synology FlashStation FS6400 - NAS server - 24 bays - rack-mountable - RAID 0, 1, 5, 6, 10, JBOD, RAID F1 - RAM 32 GB - Gigabit Ethernet / 10 Gigabit Ethernet - iSCSI support - 2U Synology - Part#: FS6400	1	\$11,598.51	\$11,598.51
		Total	\$11,598.51

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.

STRAFFORD COUNTY COMMISSIONERS BUDGET WORKSHOP MEETING MINUTES
THURSDAY, DECEMBER 29, 2022, at 9:00 a.m.

A budget workshop meeting of the Strafford County Commissioners was held Thursday, December 29, 2022, at 9:00 a.m. in the Commissioners' Conference Room, Justice and Administration Building, 259 County Farm Road, Suite 204, Dover, New Hampshire. It was noted that meeting notices and agendas had been sent to all interested parties, as well as posted on the County Website. Present were Commissioners Maglaras, Watson and Rollo. Also present were Administrator Ray Bower, County Attorney Tom Velardi, Finance Director Diane Legere, and Administrative Assistant/Deputy Treasurer Janet Hilber.

1. Review and Discuss Budget Requests: The Commissioners met with the following Department Heads and reviewed their 2023 budget requests follows:

1. 01.4100 Administration
2. 01.4110 County Attorney
3. 01.4102 Domestic Violence
4. 01.4112 Child Advocacy Center
5. 01.4120 Registry of Deeds
6. 01.4141 Dispatch
7. 01.4150 Medical Examiner
8. 01.4160 J & A Maintenance
9. 01.5131 Court Jester Café
10. 01.6100 Department of Corrections
11. 01.6102 Community Corrections
12. 01.6103 Supervised Visitation Program
13. 01.6104 HOC Laundry
14. 01.6105 Drug Court
15. 01.6106 Transitional Housing
16. 01.6140 Jail Industries Program
17. 01.9300 Resource Agencies
18. 01.9370-9900 Other Accounts
19. 02.5100 RRH Administration
20. 02.5102 MIS Department
21. 02.5120 Purchasing
22. 02.5130 Dietary
23. 02.5140 Nursing
24. 02.5141 Socio-Behavioral Unit
25. 02.5145 Resident Services
26. 02.5150 RRH Maintenance
27. 02.5160 Laundry & Sewing
28. 02.5170 Housekeeping
29. 02.5180 Physician & Pharmacy
30. 02.5190 Clinical Recruitment/Infection Prevention
31. 02.5191 Rehabilitative Services
32. 02.5192 Activities
33. 02.5193 Occupational Therapy
34. 02.5195 Social Services

2. Adjournment: The Commissioners signed paperwork as appropriate and visited the House of Corrections for the fourth quarter visit. Without objection the meeting was adjourned at 3:11 p.m.

Respectfully submitted,

George Maglaras, Chairman
Robert J. Watson, Vice Chairman
Deanna S. Rollo, Clerk