

COÖS COUNTY COMMISSIONERS MEETING
Coös County Administrative Offices
34 County Farm Road – Stewartstown, NH
August 12, 2026

Present: Commissioners Thomas Brady, Raymond Gorman and Robert Th  berge; County Administrator Mark Brady; Superintendent of Corrections Ben Champagne; Director of Finance Carrie Klebe; Nursing Home Administrator Louise Belanger; Nursing Hospital Administrator Ashley Hodge; Assistant Finance Manager Christine Labelle; HR Coordinator Morgan DeBlois; County Treasurer Sue Collins; Sheriff Keith Roberge; Deputies Bert Vondohrmann, Karyssa Lachance, Jennifer Lemoine; Chief Michael Matson; Captain Adrian Reyes; Jim Richardson; Katy Easterly Marley, Executive Director & Rebecca Boisvert, Director of Community Development; Bob Gargano, Town of Gorham; Administrative Assistant Linda Harris and members of the public.

1. Chairman Brady called the meeting to order at 9:00 a.m. and welcomed everyone. The Pledge of Allegiance was led by Nursing Home Administrator Louise Belanger.
2. Approval of the Agenda. A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to approve the agenda. The motion was approved 3-0.
3. Approval of the Minutes of July 17, 2026, meeting, as distributed. A motion was made by Commissioner Gorman seconded by Commissioner Th  berge to approve the minutes of July 17, 2026, meeting. The motion was approved 3-0.
4. Approval of Payrolls & Disbursements for July and authorization during the month of August to meet all payroll obligations and pay all other obligations due during the month: A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to approve the Payrolls & Disbursements for July and authorization during the month of August to meet all payroll obligations and pay all other obligations due during the month. The motion was approved 3-0.
5. Correspondence. The following correspondence was presented to the Board:
 - An email was received from Mike Waddell resigning from the Co  s County Planning Board and the Nash Stream Advisory Committee. A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to accept the resignation with regret. The motion was approved 3-0. Commissioner Gorman requested a letter from the Board, signed by the Board, thanking him for his years of service.
 - A letter from Don Lacasse, Town of Gorham, requesting an appointment to the Co  s County Zoning Board of Adjustment. The item will be placed on the September agenda.
6. Other Business:
 - a. Capt. Adrian Reyes presented the Division of Forests and Lands Expenditures for the period January – June 2026.
 - b. Jim Richardson – Unincorporated Places Hazard Mitigation Overview
 - Adoption of the Co  s County Hazard Mitigation Plan 2026.

Mr. Richardson stated that Coös was the first county with a Hazard Mitigation Plan in New Hampshire. Once adopted he will submit the plan to FEMA. This will allow the county to apply for grants. Commissioner Gorman read the following:

CERTIFICATE OF ADOPTION
COÖS COUNTY BOARD OF COMMISSIONERS

A RESOLUTION ADOPTING THE COÖS COUNTY HAZARD MITIGATION PLAN 2026

WHEREAS, Coös County has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in this plan, resulting in loss of property and life, economic hardship and threats to public health and safety; and

WHEREAS, Coös County has developed and received approval pending adoption from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation Plan 2026 under the requirements of 44 CFR 201.6; and

WHEREAS, public and committee meetings were held between October 28, 2024 and September 10, 2025 regarding the development their Hazard Mitigation Plan 2026 and

WHEREAS, the Plan specifically addresses hazard mitigation action items and Plan maintenance procedure for the unincorporated areas of Coös County; and

WHEREAS, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the unincorporated areas of Coös County with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make Coös County of eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Board of Commissioners:

- 1. The Plan is hereby adopted as an official plan encompassing the unincorporated areas of Coös County;*
- 2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;*
- 3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution;*
- 4. An annual report on the progress of the implementation elements of the Plan shall be presented to the County Commissioners.*

A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to adopt the resolution as read. The motion was approved 3-0.

Commissioner Gorman thanked everyone who put in the hard work to accomplish this project. The County Administrator noted that the genesis of this project was the erosion of the riverbank in Wentworth Location.

- c. Community Development Finance Authority (CDFA) (9:30 a.m.)
Katy Easterly Martey, Executive Director & Rebecca Boisvert, Director of Community Development.

Ms. Easterly Martey began by providing an overview of the Federal Rural Health Transformation & Go-North Program.

Strategic Goals of Rural Health Transformation:

- Make Rural America Healthy Again
- Sustainable Access
- Workforce Development
- Innovative Care
- Tech Innovation

Go-North Program Priorities:

Initiative#	NH Initiatives	RHT Goal Alignment	Summary
1	Rural Population Health	Make Rural America Healthy Again	Make rural NH healthier through evidence based, outcomes-driven interventions to improve diseases prevention, CDM, behavioral health and perinatal care
2	Rural Healthcare Access	Sustainable Access, Workforce Development	Create sustainable long-term access to care for rural residents through transformational care models and partnerships that allow rural facilities and clinicians to work with primary care, specialty care, and EMS providers to coordinate operations, sharing technology and resources
3	Rural Workforce Recruitment and Retention	Workforce Development	Attract train and retain highly-skilled healthcare workforce in NH by strengthening recruitment and retention of current healthcare workers and providing opportunities for new entrants to the healthcare workforce
4	Rural Health Technology	Tech Innovation	Adopt innovative technologies to modernize care delivery in rural communities to promote efficiency, data security, and access to digital health tools by rural facilities, providers, and patients
5	Rural Financial Solvency	Sustainable Access, Innovative Care	Develop innovative care models to improve health outcomes, coordinate care, and promote flexible payment arrangements

Sixty (60%) percent of the Total NH Award was contracted by five entities in New Hampshire:

- Community Development Finance Authority (CDFA)
- Foundation for Healthy Communities
- University System of NH
- Community College System of NH
- Community Behavioral Health Association

Go-North received 40% of the Total NH Award.

Ms. Boisvert reviewed the Rural Community Health Infrastructure Program (RCHIP).

The focus of budget period 1 (March 2026 – September 2027):

- Expand service capacity in communities
- Reduce barriers to care
- Support integration of primary care, behavioral health, and long-term care
- Enable adopt of telehealth, data systems and team-based care models.

Budget period 1 eligible entities:

- Federally Qualified Health Centers (FQHCs) and Look-alike
- Community Mental Health Centers (CMHCs)
- Emergency Medical Services (EMS) Providers
- County-run Nursing Homes & Assisted Living Facilities

County-run Nursing Homes & Assisted Living Facilities are considered high priority:

- Restoration or renovation of existing space to bring beds back online
- Reconfiguration of units to support short-term rehabilitation or transitional care
- Facility improvements that support care coordination, including space for discharge planning or case management
- Renovations that improve physical layout, accessibility, and patient movement within the facility
- Integration of space supporting remote monitoring or coordinated care functions

Ms. Easterly Martey stated that two projects from the County were submitted for consideration. Coös WS was determined to be eligible. Applications will be re-submitted for scoring and are due by September 1, 2026. Award letters will be going out around November 1, 2026.

The County Administrator noted that the application that is due by September 1, 2026, will not have an identified site. Donna Lane is working on the application. He said the site must be identified by the end of October, with work beginning by Spring of 2027. Ms. Easterly Martey expects the requests to be made through two budget periods.

Lynn Dorman, Stewartstown resident, asked if this could be discussed further with a concerned group who wants to save the West Stewartstown nursing hospital.

Lynn Dorman handed copies of tax maps and property tax cards on the West Stewartstown properties and Colebrook property and asked why the county would put a new facility on an acre of land in Colebrook when it owns so much property in W. Stewartstown

Commissioner Gorman said he understands the timeline, that steps are being followed, and the county is being transparent.

The County Administrator added that technical assistance grant is being used to hire experts that will determine what is the most viable location for the nursing home and the decision will be made that is in the best interest of the county and its taxpayers. He

noted that the county cannot please everyone since residents of Colebrook or West Stewartstown will be upset with the decision.

- d. Report of RFQ Responses. The County Administrator reported that the deadline was Friday, August 7, 2026. There were eight responses which were reviewed and four were selected for interviews on Tuesday, with one respondent declining to be interviewed. A final decision will be made on Thursday, August 13th. A motion was made by Commissioner Théberge, seconded by Commissioner Gorman to authorize the County Administrator to move forward with a contract once the review committee has decided. The motion was approved 3-0.
- e. Budget Transfers. The following budget transfers were presented to the Board for approval:

Coös County Nursing Hospital:

TRANSFER FROM/TO	ACCOUNT ORG	ACCOUNT OBJECT	ACCOUNT NAME	JUSTIFICATION FOR TRANSFER REQUEST	AMOUNT
To:	01-01-4412	1000	Director of Nursing Salary	Acting Administrator stipend	\$3,500.00
From:	01-01-4411	1000	Administrator's Salary	Money in account	(\$3,500.00)
To:	01-01-4411	6000	Dues/Licenses/Subscription	Increase costs of dues/Administrator costs	\$1,100.00
From:	01-01-4411	1000	Administrator's Salary	Money in account	(\$1,100.00)

Coös County Nursing Home:

TRANSFER FROM/TO	ACCOUNT ORG	ACCOUNT OBJECT	ACCOUNT NAME	JUSTIFICATION FOR TRANSFER REQUEST	AMOUNT
To:	02-02-4422	2000	Health Insurance	Employee changed from Opt out to family plan & HSA payment	\$32,690.00
From:	02-02-4413	2000	Health Insurance	Money in account	(\$32,690.00)
To:	02-02-4423	5000	New Equipment	Purchased machine for Outpatient Therapy	\$5,200.00
From:	02-02-4413	5000	New Equipment	Money in account	(\$5,200.00)

County Administration:

TRANSFER FROM/TO	ACCOUNT ORG	ACCOUNT OBJECT	ACCOUNT NAME	JUSTIFICATION FOR TRANSFER REQUEST	AMOUNT
To:	03034130	1005	DOC Advisor	Professional Service	\$10,000.00
From:	03034150	3001	Professional Services	Transfer for Advisor	(\$10,000.00)

Coös County Sheriff's Department:

TRANSFER FROM/TO	ACCOUNT ORG	ACCOUNT OBJECT	ACCOUNT NAME	JUSTIFICATION FOR TRANSFER REQUEST	AMOUNT
To:	03094211	1002	Deputy Special Details		\$20,000.00
To:	03094211	4000	Other Supplies & Expenses		\$1,000.00
To:	03094211	3067	Deputy OHRV Expense		\$1,000.00
From:	03094211	3000	Contracted Services		(\$22,000.00)

Coös County Department of Corrections:

TRANSFER FROM/TO	ACCOUNT ORG	ACCOUNT OBJECT	ACCOUNT NAME	JUSTIFICATION FOR TRANSFER REQUEST	AMOUNT
To:	03114230	1001	Sergeants' Salaries	Unplanned retirement	\$30,420.00
From:	03114230	1111	Retirements/Resignations		(\$30,420.00)
To:	03114230	3040	IT Hardware/Equipment	Securus previous year invoice	\$28,000.00
To:	03114230	3408	Inmate Pay		\$1,000.00
From:	03114902	5014	Video Camera Security		(\$25,000.00)
From:	03114230	3220	Building Repairs/Maintenance		(\$4,000.00)

A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to approve the budget transfers, as presented. The motion was approved 3-0.

f. Second Reading/ Approval of Public Comment Policy.

Public Comment Policy

Purpose

The purpose of this policy is to ensure orderly, efficient, and equitable public participation during meetings of the Co  s County Board of Commissioners, while allowing adequate time for all interested parties to be heard.

Definitions

For the purposes of this policy:

Board: *Refers to the Co  s County Board of Commissioners.*

Chairperson: *The presiding officer of the Board meeting, or their designee.*

Public Comment Period: *A designated portion of a public meeting during which members of the public may address the Board on matters within its jurisdiction.*

Disruptive Behavior: *Includes, but is not limited to, shouting, interrupting speakers or Board members, using profane or threatening language, or failing to yield the floor when time has expired or when ruled out of order.*

Right to Know Law: *New Hampshire Revised Statutes Annotated (RSA) Chapter 91-A, which governs public access to government meetings and records.*

Policy Statement

The Board of Commissioners encourages public attendance and participation. To promote fairness, transparency, and a productive meeting structure, the following rules shall govern the public comment period (not a public hearing):

1. **One person speaks at a time** (no interrupting), and no one speaks until recognized by the chair. Public comment is time for members of the public to speak; it is not a "question and answer session" with the public body.

2. **Speaking Time.** Each member of the public who wishes to address the Board during the designated public comment period shall be restricted to three (3) minutes to speak. Speakers may speak for longer only if the Board agrees to extend the time for each speaker, and only to the extent that the Board approves the extension. Individuals shall not be allowed to yield or donate their time to other individuals to circumvent the time limitation set forth herein. Individuals wishing to speak will not be allowed to address the Board more than once during the public comment session.
3. **Time Management.** A timer or similar device may be used to monitor and enforce time limits.
4. **In accordance with RSA 91-A:2,** each speaker must state their name for the record. In addition, each speaker shall identify their address and the subject matter or matters they will discuss. Speakers should address the issue(s) directly and as briefly as possible. Matters raised during public comment shall be limited to matters within the Board's purview. Speakers who raise matters outside the Board's purview may be ruled out of order. Examples of matters that may be ruled out of order include, but are not limited to, promotion of private businesses or products, disputes between private citizens, complaints about other County boards, and other items that do not implicate the County or matters within the Board's purview.
5. **Respect and Decorum.** Public speakers addressing the Board must conduct themselves in a civil manner. Obscene, slanderous, defamatory, vulgar, disruptive, repetitious, disorderly, or violent statements will be considered out of order and will not be tolerated.
6. **Comments Involving Personnel or Private Individuals.** Public comments regarding individual County employees or private individuals, or any matter that may infringe on another person's right to privacy, will not be permitted during the public comment period. Such concerns should be directed to the Human Resources Coordinator or County Administrator during normal business hours.
7. **Enforcement.** A speaker or speakers who do not follow these rules after being warned to do so by the Chair of the Board may be subject to one or more of the following actions: (a) requiring the speaker to yield the floor, (b) terminating the public comment period for that meeting, (c) taking a temporary recess, (d) demanding that the violating speaker(s) leave the premises, (e) seeking to have the individual removed by a law enforcement officer, or (f) any combination of the foregoing actions and/or such other actions as may be deemed appropriate by the Board.

Implementation

This policy shall be posted on the Coös County website and referenced at applicable Board meetings and copies available at Board meetings where public comment is being permitted.

Legal Authority

This policy is adopted pursuant to the authority granted to the Board of Commissioners and in accordance with **RSA 91-A: 2** (Meetings Open to the Public), which requires that meetings of public bodies be open and accessible to the public. While public participation is not mandated by

RSA 91-A, this policy is intended to foster transparency and encourage informed public involvement.

A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to approve the Public Comment Policy. The motion was approved 3-0.

- g. Renewal of Legislative Solutions Contract. A motion was made by Commissioner Gorman, seconded by Commissioner Th  berge to authorize the renewal of the Legislative Solutions contract in the amount of \$98,000 for 2026/2027.

7. Report of the Sheriff's Department.

- Sheriff Roberge introduced Deputy Jennifer Lemoine, the SRO for the school in Lancaster.
- Deputy Vondohrmann distributed an updated report on the department's activities.

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

CO  S COUNTY

- a. Congratulations to Ashley Hodge who passed all the regulatory tests and is now the Nursing Home Administrator for the W. Stewartstown Nursing Hospital.
- b. Commissioner Gorman and the County Administrator attended a meeting of the Carbon Sequestration Programs Study Commission in Concord (agenda is attached).
- c. The County is reviewing the proposal from Grafton to host its male inmates. The County has also had discussions with the State of New Hampshire Department of Corrections about housing the inmates at the Berlin Correctional Facility.
- d. The RFQ for a technical assistance advisor (engineering, architectural, and construction management) to determine the viability of potential sites that could utilize the Rural Transformation Healthcare Funds closed on August 7, 2026. There were eight submissions
- e. The County submitted a COPS Congressionally Directed Spending (CDS) request to the US Department of Justice for the Sheriff's Department for \$175,000 to be used for UAS and training, CSI interconnect hardware, P-25 compliant radios, and software that is compatible with statewide network.
- f. The County submitted a Health Resources and Services Administration CDS request for a retro-fit of the fire alarm panel and new generator (including acquisition and installation) for CCNH -Berlin.
- g. CCNH-Belin elevator bids were due by August 7, 2026.
- h. The BRIC Grant for Engineering and scoping has been updated for New Hampshire Homeland Security Emergency Management (HSEM), which was approved in July, and

moved to FEMA for consideration. This is a nationally competitive grant and the adoption of the Hazard Mitigation Plan by the Commissioners is needed before FEMA can award a grant to the County. The County is not guaranteed an award.

- i. The US [Senate's FY 2027 Continuing Resolution](#) includes a provision that blocks OMB from finalizing its CFR Part 200 Uniform Guidance proposed rule through December 11, 2026. It also closes the loophole where OMB could have rushed to finalize the rule right before the CR passes. The National Association of Counties (NACO) had been working with Senate offices over the last few weeks, and [sent a letter](#) to Sens. Thune, Schumer, Collins, and Murray urging the delay.

The bottom line is that no new Uniform Guidance rule can take effect before December 11, which buys time to keep working toward a permanent fix.

In terms of next steps - NACO wants to keep the pressure on, so this survives to becoming law. Specifically, they are asking county leaders to:

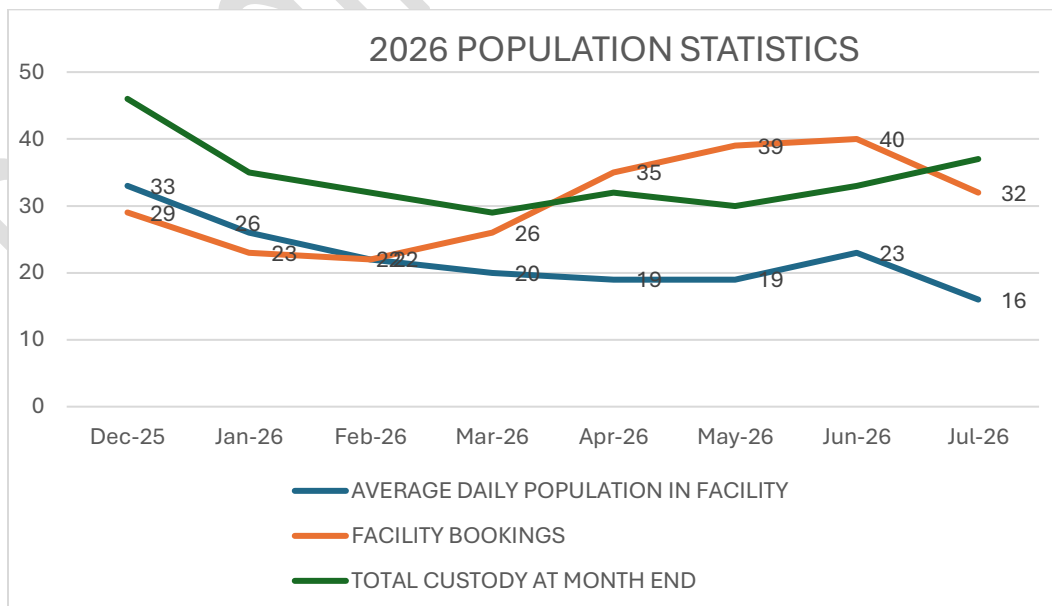
- Reach out to their US Senators - thank them for including the provision and urge them to support passage of the CR.
- Reach out to their US Representatives - encourage them to support the Senate's CR language once it comes to the House.

UNINCORPORATED PLACES

- a. Tax lien redemptions were received from taxpayers in Millsfield and Odell.
 - b. Applications for Reimbursement to Towns & Cities with State & Federal Lands were completed, signed and emailed to the New Hampshire Department of Revenue Administration (DRA) (Equalization).
 - c. The Coös County Zoning Board of Adjustment received two variance applications. The Public Hearings have been scheduled for September 3, 2026, at 6 p.m. Errol Town Hall.
 - d. The tax collector submitted to the assessors' pickups for general assessing.
 - e. The PILT distribution for National Forest lands was submitted to the DRA for Equalization.
 - f. The tax collector requested MS-1 extension from the DRA.
 - g. The Planning Board will meet on August 11, 2026, and the next scheduled meeting is September 15, 2026, at the Resource Center in Lancaster at 4:30 pm.
9. Report of the Superintendent of Corrections Ben Champagne. The written report that was submitted to the Board in advance of the meeting was as follows:

HOUSE OF CORRECTIONS	2
PRETRIAL	13
NH STATE PRISON INMATES	0
OTHER COUNTY INMATES	2
TOTAL IN FACILITY	17
ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 4 PT FEMALES, 1 HOC FMALE, 1 PT MALE STRAFFORD DOC: 1 PT MALE 1 PT FEMALE NHSP: 1 HOC MALE, 1 PT MALE SPU: 1 PT MALE ROCKINGHAM DOC: 1 PT MALE CHESHIRE DOC: 1 HOC MALE, 1 PT MALE MERRIMACK DOC: 1 PT MALE
TOTAL POPULATION	32
AVERAGE DAILY POPULATION JULY	16
MALE DAYS SERVED IN FACILITY JULY	501
FEMALE DAYS SERVED JULY	211 (15 FEMALES)
FEDERAL INMATE DAYS JULY	0
TOTAL INMATES BOOKED JULY	32
TOTAL INMATES RELEASED JULY	37

- The percentage of Opioid Use Disorders (OUD's) and Substance Use Disorders (SUD's) among new intakes continues to be high: 88% of new inmates were identified as having an OUD/ SUD during the month of July.
- Superintendent Champagne had a meeting with Kevin O'Neil from Medusind on August 10, 2026, to learn about opportunities under the Medicaid 1115 waiver program. Medusind works with counties to access revenues for certain medical services for the inmate population.
- Superintendent Champagne reports that a meeting has been scheduled with the member towns of the Coös County Recycling Center on August 17, 2026, at 5:00 p.m. at the Coös County Administrative Office building. This meeting will serve to provide updates on operations and provide options for the towns in the event the department of corrections cannot provide inmate labor to the program.



10. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. Current Census: 80. Occupancy Rate: 80%. SNF 5. Private Pay 11. Medicaid Pending 20.

July 2026 Census Data: Admissions 1. Deaths 1. Discharges 1. Transfers out 6. Transfers in 6. Average daily census is 78.1%.

Year to Date: Admissions 29. Deaths 10. Discharges 14. Transfers out 30. Transfers in 28. Average daily census is 78.2%.

- b. Open Positions: RN/LPN: 548 hours, 13.7 FTEs. LNAs: 1868 hours, 46.7 FTEs.
- c. Agency/Travel Staff: RN: 2 (96 hours/week), LPN: 4 (192 hours/week), LNA: 10 (480 hours/week). Utilizing NHES, Indeed.com, County Website, and occasionally the Local News Papers for advertising of open positions.
- d. COVID-19: Currently there are no confirmed cases for residents or staff.
- e. Nursing Home Administrator was pleased to announce that Ashley Hodge has passed her National, State, and Core exams for her Nursing Home Administrator's license and received her license on July 29. Ashley started her position as Nursing Hospital Administrator on August 1. NHA Belanger will continue to work at the Nursing Hospital approximately 2-3 days per month.
- f. Facility Assessment: This assessment is updated yearly by the NHA and is reviewed during the annual Medicare/Medicaid recertification survey. Administrator Belanger is updating the Berlin facility assessment, and Administrator Hodge is currently working on the Nursing Hospital facility assessment.
- g. HealthPro Heritage, rehab provider, is actively working on setting up outpatient rehab. All purchased equipment that was needed has been received. Staff are working with First Atlantic, our billing company, to ensure we have the appropriate set up for collections. Update: New forms were needed, HealthPro Heritage has now provided. The Business office is currently being set up to access insurance providers in order to do prior authorizations and inquire about specific coverage for clients.
- h. AFSCME: No further information is available regarding follow-up on mediation.
- i. Sunshine Committee: Hosted an Ice Cream bar for all staff on July 10. We also had a raffle of three gift certificates to a local restaurant. The event was enjoyed by all.
- j. QAPI Meeting: QAPI meeting was held on July 21. Focus areas are based on our most recent Medicare/Medicaid recertification survey results. We are reviewing services for wound care, that would be provided at the nursing home at no cost to the facility, currently residents are transported to Lancaster to see a provider. A contract with

Northern New England Wound Care is being reviewed for Berlin and West Stewartstown.

- k. Podiatry services are no longer provided at the nursing home. Residents needing services must now be transferred to the providers' office. We are looking into other podiatry providers that may want to visit the facility to provide care.
- l. CDBG Grant: November 11, 2025, we were awarded the CDBG grant for the elevators at CCNH-Berlin. I am currently waiting for updates from Pam Urban Morin to begin the project.
- m. Paperwork was completed for another CDBG grant on February 27. This is related to our walk-in freezer and walk-in refrigerator in the dietary department, and HVAC systems for the resident areas. No updates are available at this time.
- n. Meetings/Committee Reports:
 - NHAC Nursing Home Affiliate – no meeting in July.
 - NHAC Executive Committee – Monthly via zoom.
 - Medicaid meeting with DHHS – Monthly via zoom.
 - Commissioner meeting July 8 and July 17.
 - Delegation meeting July 20.
 - Safety meeting July 6.
 - Medical Solutions – on site visit with agency account managers on July 30. Nursing Hospital staff also attended (NHA, DON, Staff Development and Restorative Nurse/Quality Assurance Nurse).

At the meeting, the County Administrator and the Nursing Home Administrator reported that the nursing home currently has 20 residents who are Medicaid pending and are not receiving payment from the state. The state is currently restructuring and notified the Nursing Home Administrator that they would not resume monthly meetings until October. Representative Tremblay became involved with the issue, and the state will now meet in September, however the state will only go back three months should a second Medicaid application be needed. The need for a second application is common; most families have a difficult time obtaining all the information required for a Medicaid application to be approved. Once approved, the full amount due to the county is not paid, but only for the last 3 months. The County Administrator noted that this is a cash flow and balance sheet issue with the auditors requesting balances be written off after a certain amount of time.

11. Report of the West Stewartstown Nursing Hospital Administrator Ashley Hodge. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. Current Census: 59, Occupancy Rate: 88.1% based on a bed count of 67. Private Pay 13. Vermont Medicaid 11. NH Medicaid 29. Medicaid Pending NH 5. Medicaid Pending VT 1

July 2026 Census Data: Admissions 4. Deaths 3. Average daily census is 57.90

Year to Date Totals: Admissions 23. Deaths 19. Discharges 1. Average daily census is 56.05

- b. Open Positions: RN open FTEs 10.9 --LNA open FTEs: 27.2. Currently we have 9 agency LNAs and 3 agency LPNs.
 - c. Covid-19: No cases reported at this time.
 - d. Nursing Home Administrator: continues to work at the Nursing Hospital one to two days per week.
 - e. Nursing Hospital Administrator: All federal and state exams were passed; license was issued on July 29. The Nursing Hospital and Nursing Home administrators will continue to work closely together to ensure continuity across both nursing homes.
 - f. Facility Assessment: This assessment is updated annually by the Nursing Home Administrator (NHA) and is reviewed during the annual Medicare/Medicaid recertification survey. Administrator Hodge is updating the Nursing Hospital facility assessment.
 - g. Sunshine Committee: Staff are working on getting more involvement in the sunshine committee Staff are planning to meet mid-August to brainstorm some ideas for fundraising.
 - h. Activities Department: Kara Marquis, Activities Director, has expressed interest in bringing back the much-loved annual craft fair. An advertisement has already been posted, and there has been an overwhelming response from community vendors expressing interest in participating.
 - i. North Country Rural Health Transformation: We are in the RFQ phase.
 - j. QAPI and the QAA: Committees continue to meet as scheduled addressing any new issues that may have been brought to our attention. Other areas of topic include Abuse Prevention, Pressure Injury Prevention, Medication Storage, room audits, resident weight loss/ gain issues, resident behaviors affecting others, depression symptoms, and infection control practices.
 - k. Meetings/Committee Reports:
 - Commissioners July 17
 - Delegation July 20
 - QA July 24th
 - Med Solutions account managers at CCNH in Berlin July 30
12. Report of the Director of Finance Carrie Klebe. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. The fuel oil and propane bids were presented to the Commissioners to review and discuss. The Board reviewed the proposed bids and refused the #2 fuel oil bids. Commissioner Gorman questioned why the proposed LP gas bids for West Stewartstown and Berlin are the same when the County owns the tanks in Berlin. The Board asked the Director of Finance to request new bids for #2 fuel oil for the September meeting and to verify the LP gas price for Berlin. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the bid from Stiles for West Stewartstown LP at \$1.4680/gallon and the Director of Finance to verify the LP gas price for the Berlin Nursing Home. The motion was approved 3-0.
 - b. The Sheriff is requesting the Court Security mileage only to be increased from \$0.725 per mile to \$0.760 per mile retroactive to July 1 to align with the State of NH. A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to approve the increase of \$0.725 per mile to \$0.760 per mile retroactive to July 1 to align with the State of NH. The motion was approved 3-0.
 - c. On August 5, Brenda Tecce, Senior Vice President – Treasury Management Sales Advisor from Camden National Bank gave a presentation to the finance team regarding fraud prevention.
 - d. Sophie Goudreau, Finance Assistant and Deputy Tax Collector, is attending the NHTCA/NHCTCA Joint Certification program from August 10-14. This her second year of the three-year program designed to train municipal employees in skills relevant to their jobs as Tax Collectors, as well as important human relational skills. Once the course is completed, she will be a NH certified tax collector.
 - e. On 8/6/2026 the first withdrawal was taken from the 2026 Tax Anticipation Note Line of Credit in the amount of \$800,000.
 - f. The US Treasury has issued a “Final Closeout Award Notice” regarding the State and Local Fiscal Recovery Funds award. Treasury has completed its review of Coos County’s closeout submission and determined that the SLFRF award has been successfully closed. This program authorized by the American Rescue Plan Act delivered funds to support the response to and recovery from the COVID-19 public health emergency.
 - g. The 2025 Financial Audit is near completion. A single audit is not needed for 2025.
 - h. The Centers for Medicare & Medicaid Services (CMS) and their Payroll Based Journal (PBJ) audit contractor (Conrad and Myers and Stauffer) have initiated an audit/review for the Berlin Nursing Home on March 27th. The review has been completed and is satisfactory. Thank you to Christine Labelle for all her efforts in keeping the Berlin PBJ reports in order.
13. Report of the HR Coordinator Morgan DeBlois. The written report that was submitted to the Board in advance of the meeting was as follows:

- a. The month of July staffing report is as follows.
Hires 8 Separations 7 Change in Status 1
- b. The Human Resources Department wishes to extend congratulations to Ashley Hodge on the completion of the AIT program and becoming the new Nursing Home Administrator for the Nursing Hospital.
- c. Retirement planning sessions will be offered at the Nursing Facilities in September with partnerships from Nationwide Retirement Solutions and the New Hampshire Retirement System. Sessions include Retirement 101; you're vested now what? and deferred compensation education.
- d. The HR Coordinator attended the ADA and FMLA training via NH Primex³.
- e. The HR Coordinator continues to assist with the ongoing negotiations with the Berlin AFSCME group.
 - HR Affiliate Group
 - Statewide Healthcare SPI
 - HEALTH TRUST Wellness Coordinator meeting
 - Coös County Childcare Crisis Coalition
 - GCHR Affiliate Group

14. Commissioners' Committee Reports:

Commissioner Gorman reported that the factory in Colebrook, APP, had new owners. Commissioner Théberge reported that AVRDD will be building two new facilities.

15. Unincorporated Places:

a. Ratification of Building Permits:

617	Millsfield	7/22/26	3-Bedroom, 2 1/2 bath cabin/no basement 38.6 x 28.1 slab front porch 28.1x10' w/slab; rear entrance 28.1 x 6 w/slab
618	Cote, Gary Marshall, Thomas /	Odell 7/22/26	16'5"x10' deck / 4'x4' outhouse
619	Marshall James	Odell 7/24/26	Several Renos to camp. Described on page 3 of application.

A motion was made by Commissioner Gorman, seconded by Commissioner Théberge to ratify the permits as presented. The motion was approved 3-0.

16. Hearing of the Public:

Lynn Dorman, Stewartstown, presented the following to the Board:

- petitions from some of the Town of Colebrook residents.
- Statistics/information on the former Colebrook Academy property.
- Statistics/information on the lands owned by Coös County.

She inquired if anyone had been hired to assist the County Administrator with the project. The County Administrator replied not yet.

Ms. Dorman announced that WMUR had been contacted and will be coming to West Stewartstown to interview concerned residents.

17. Non-public session: RSA 91-A:3 II(g)

A motion was made by Commissioner Gorman, seconded by Commissioner Thériège at 11:22 a.m. to enter non-public session per RSA 91-A:3, II(g). The motion was approved 3-0.

A motion was made by Commissioner Gorman, seconded by Commissioner Thériège at 12:28 p.m. to exit non-public session. The motion was approved 3-0. A motion was made by Commissioner Gorman, seconded by Commissioner Thériège to seal the minutes for a period of one year (8/13/2027). The motion was approved 3-0.

A motion was made by Commissioner Gorman, seconded by Commissioner Thériège to adjourn the meeting at 12:09 p.m. The motion was approved unanimously.

Respectfully submitted,

Commissioner Robert Thériège, Clerk