

# **Addendum B**

## **2013 Demolition**

- Commissioners request for proposals.
- Legal notice for proposals dated June 2 – June 4, 2014 appearing in Union Leader.
- Minutes from July 9, 2014 Commissioner's meeting documenting opening of bids.
- Minutes from July 16, 2014 Commissioner's meeting documenting acceptance of the bid of \$533,210 by Excel Construction.
- Signed contract with Excel Construction for \$536,310.
- General ledger report showing paid invoices to Excel totaling \$513,455 and Control Technologies totaling \$624.00.
- Invoices from Excel totaling \$513,455.
- Checks paid to Excel totaling \$513,455.



PRELIMINARY - for discussion 2017-03-31

**COUNTY OF CARROLL**  
**OFFICE OF THE COMMISSIONERS**

Administration Building  
P.O. Box 152, 95 Water Village Road  
Ossipee, New Hampshire 03864-0152  
Phone 603-539-2428 • Fax 603-539-4287  
Commissioners@carrollcountynh.net



The Carroll County Board of Commissioners invites you to submit a proposal for general contractor for the renovation of the former county nursing home in Ossipee NH. Project to be completed by December 1, 2014.

Bid specifications will be available for pick up June 1, 2014 between 8am and 4pm at the Carroll County Commissioners Office 95 Water Village Road, Ossipee NH 03864.

Project includes:

1. <sup>Removal</sup> ~~Demo~~ of two wings and new wall replacement
2. Reroof the entire core area (approximately 1500 square feet)
3. Improvement to laundry area

Bids must be received in the Commissioner's Office by July 1, 2014 at 10:00 am.

Commissioners have the right to accept or reject any and all bids.

DKB  
CS  
A.K.

Original Report  
Manufacture Union  
web page

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## Legal Notice

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### **COUNTY OF CARROLL OFFICE OF THE COMMISSIONERS**

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(UL - June 2, 3, 4)

# NEW HAMPSHIRE UNION LEADER

PRELIMINARY - for discussion 2017.03.31

100 William Loeb Dr., Manchester, NH 03109 • 603-668-4321 • www.unionleader.com

## Receipt

Ad #: 0001142100

05/30/2014

CARROLL COUNTY COMMISSIONERS 95 WATER VILLAGE ROAD OSSIPPEE NH 03864-0152 Phone: (603)539-7751		18694	Salesperson: LEGAL ADVERTISING Description: RENOVATION FORMER NURSING HOME CARROLL COUNTY COMMISSIONERS, (603)539-7751	
Promo Code:		Size: 0.00 × 0.00		Color:
				Number of Days: 3
Product	Category	Classification	Insertions Period	
UL LEGALS 10	LEGAL14	LEGALS	06/02/14-06/04/14	

<b>Pricing Information:</b>	<b>Base Cost:</b>	233.16
	<b>Sub Total:</b>	233.16
	<b>Total:</b>	233.16
<b>Total Due:</b>		233.16

Ad Taker: ROSA GONZALEZ



DRAFT 13Jul2014

**Meeting of Carroll County Commission  
Delegation Meeting Room, Carroll County Admin Building**

**Minutes  
July 9, 2014 8:30 a.m.**

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This meeting was duly posted for public notice on July 7, 2014, on the Carroll County website and on various public bulletin boards within the Administration Building to reflect that the meeting would convene at 8:30 a.m. at its usual and customary place.

**PUBLIC SESSION**

**Present:** David Sorensen (Chair); David Babson

Asha Kenney joined the meeting in progress.

**Also attending:** Representative Glenn Cordelli; Kathleen Moore; Will DeWitte; Howie Chandler; Jason Henry (Interim Superintendent, Carroll County Jail); Capt. Patrick Batchelder (Chief of Operations, Carroll County Jail); Wynette DeGroot (Director, HR); Steve Brown; Mellisa Seamans

**Press:** Ed Comeau ([www.governmentoversite.com](http://www.governmentoversite.com)); Daymond Steer (*The Conway Sun*)

Michelle Hamilton (Recording Secretary)

The Chairman called the meeting to order at 8:31 a.m. and opened the floor to public comment.

**Public Input**

Representative Cordelli was recognized. He asked whether the letter to Mason & Rich regarding the 2010 financial statements has been sent. Commissioner Sorensen said that the letter was ready and signed; they are waiting for Mr. Beaulieu to submit his definitive list of changes requested to the 2010 financial statements. Representative Cordelli asked whether other audits undertaken by the Beaulieu firm, for instance the jail, will be made public. Commissioner Sorensen said that at this time he could see no reason why they would not.

Representative Cordelli noted that today's agenda contains the opening of the bids for demolition of the wings and repair to the structure of the old nursing home. He asked whether changes had been made to the specifications after the RFP had been published, and whether every interested party had seen them. Commissioner Sorensen said that no changes were made after publication, and that all parties would have to see the specs in order to work up a bid.

Mr. Brown was recognized. He referenced the minutes of the June 10 meeting, page 5, where Commissioner Sorensen had announced that Superintendent Johnson had resigned his position at the jail for personal reasons. Mr. Johnson's resignation was accepted during the non-public portion of the meeting of June 4, which was unsealed on June 10. Mr. Brown was disturbed by Ms. Seamans's reporting the resignation in time for the June 9 edition of the *Carroll County Independent*, and charged that someone must have leaked the information. He said he was "sick and tired" of one particular Commissioner always being blamed for leaks of confidential information. There was general discussion of how the information may have been made public.

Commissioner Kenney joined the meeting 8:42 a.m.

#### **Farm / Will DeWitte**

Mr. DeWitte reported that the garden is doing well, with planting of broccoli, cauliflower, and cabbage completed by female inmates of the jail. He commended their hard work. Haying is also going well, almost half of the first cut being completed. Blueberries will also be ready to pick soon. Mr. DeWitte expects both hay and blueberries to yield somewhat less than last year.

There have been several tractor breakdowns which the crew has been able to fix, as well as several hydraulic leaks. As a 5-gallon pail of hydraulic fluid now costs \$90, the farm has bought and replaced some seals.

Camp wood is also selling well and Mr. DeWitte expects it to pick up more during the next couple of months.

Care of the lawns around the complex is also being carried out by inmates, and both Mr. DeWitte and Commissioner Sorensen commended their excellent work.

Mr. DeWitte asked for a motion and vote on the purchase of a 2002 GMC 3500 HD dump truck with 31,000 miles on it from DiPresio's for \$14,973. The truck has a rack body, 8.1-litre gas engine with Allison transmission, and fully hydraulic hoist. It also comes with a Fisher minute-mount plow which would allow the truck to be a winter back-up, although its main purpose would be as a yard truck. Because it is inspection worthy, however, it could also be used to deliver firewood and loam to purchasers. The truck would come state-inspected with a 20-day plate and with repair completed to the muffler, manifold, brake, and transmission lines. Mr. DeWitte said it was by far the best vehicle he has seen since the beginning of the project to replace the truck.

There was general discussion of the truck's condition. Mr. DeWitte said it had had only one owner, who found it wasn't as useful as he had planned because of the rack body and had therefore not driven it much.

Commissioner Babson moved that the Commissioners approve the purchase of the truck, provided DiPresio's was willing to give the County at 60-day warranty. Commissioner Kenney seconded for discussion. There was general discussion of the desirability of getting some type of warranty and whether the County should specify in the motion what would be acceptable. The



Commissioners agreed to hold the motion so that Mr. DeWitte could ask the dealer what kind of warranty he was able to offer.

Mr. DeWitte then reported on the donation of about 889 pounds of pork (after butchering), an estimated value of about \$2600, to the nursing home as the result of slaughtering two pigs. Most of the meat was turned into sausage and roasts. Mr. DeWitte added that the two pigs were slaughtered at the earliest opportunity, *i.e.*, when the piglets were weaned, and registered his unhappiness with the “wild discussion” that ensues whenever the subject of the pig project is raised and the aspersions casually cast on his integrity. Commissioner Babson attributed this to three or four members of the Delegation who disagree with the decision to undertake the pig project and said he regretted that Mr. DeWitte had been subjected to it.

Commissioner Sorensen reported that he had located a source of 18 telephone poles that could be purchased for \$18 apiece. Mr. DeWitte agreed to follow it up. (9:02 a.m.)

In answer to Commissioner Babson’s question, Mr. DeWitte estimated that he had sold 3-4000 bags of firewood thus far this season, plus the \$2.75/bag delivery fee.

Mr. DeWitte then left the meeting.

#### **Opening of Bids for Renovation of the Old Nursing Home / Bob Murray**

Commissioner Babson suggested that Mr. Murray and Representative Cordelli could between them figure out the change to the RFP—it may have been with regard to whether the roof would be flat or pitched—and he reiterated that it did not happen after it was published.

The County received two bids:

**Excel Construction, Newfield, New Hampshire.** They estimated that if they were able to start on August 1, the job would be completed by November 1.

Demolition of one wing:	\$ 187,900
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Capping off exposed walls:	162,000
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Roof repair:	116,000
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Excel did not recommend removing the roof. They believe the source of the leaks is the various points of penetration, which can be repaired with work to the flashings, caps, etc.

Laundry renovation:	67,310
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Total:	\$ 533,000
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**Olsack Construction, “Always Wrecking,” Bridgewater, New Hampshire**

Roof repair:	\$ 71,500
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Olsack also recommended that the roof be repaired rather than fully replaced.

Laundry renovation:	111,200
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Demolition of two wings:	244,000
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Total:	\$ 426,700
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Bonnette Paige & Stone did not bid. Commissioner Sorensen confirmed that they were sent a copy of the specs because they had worked up the original estimate. In answer to Commissioner Babson's question, Mr. Murray confirmed that the RFP did not include the hook-up from the laundry room to the pellet boiler, only renovation of the room, and no replacement equipment.

There was a brief discussion of the utility of salvaging the bricks from the old home.

Mr. Murray will go over the bids carefully, including inquiry into how long the estimates are good for. Mr. Murray also agreed that the roof is in generally good condition. It is the protrusions that leak, and some can be eliminated.

No bids have been received regarding the renovation of the eating area into proposed office space for the Department of Corrections. Mr. Murray confirmed that he is organizing the "stuff" in storage in the nursing home to offer some of it for sale on Farm Day. He would like to retain one of the wings, but if Probation does not rent it, he is able to use the old eating area as storage. Some of the stored materials include beds from rooms where residents sleep in recliners and bariatric equipment. (9:31 a.m.)

Mr. Steer asked about the status of the letter to be sent to Mason & Rich; Commissioner Sorensen said that it is completed, only awaiting Mr. Beaulieu's list of issues to be addressed in the 2010 financials. (9:32 a.m.)

#### **Purchase of Truck**

Mr. DeWitte returned and reported that he had spoken with DiPresio's. They are willing to extend their standard warranty of 30 days or 3,000 miles, with 50/50 coverage on the power train. Commissioner Kenney withdrew her second, and Commissioner Babson then amended his motion.

On Commissioner Babson's motion, seconded by Commissioner Kenney, *the Commissioners voted unanimously to approve purchase of a 2002 GMC 3500 HD dump truck with 31,000 miles on it from DiPresio's for \$14,973, including inspection and needed repairs, and with warranty of 30 days, or 3,000 miles, and 50/50 coverage of the power train.* (9:33 a.m.)

The purchase money will be drawn from the amount voted by the Delegation plus the proceeds of recent sales of surplus equipment.

#### **Mountain View Community / Howie Chandler**

Mr. Chandler reported that last week a lightning strike took out the computer system, shutting down Kronos for a time; Time/Warner made the repair, with no reportable damage. There was some leakage from wind blowing rain into vents.

Mr. Chandler extended special thanks to Commissioner Babson for presenting the Commissioners Award at the car show. More than sixty vehicles were displayed, with



attendance between 200-300. Commissioner Babson said the event was very well organized. He and Mr. Chandler extended their thanks to the activities staff for their hard work. Commissioner Babson gave the Commissioners Award to a car like the one he drove in high school. Kathleen Day and her husband, winners of the 50/50 raffle, donated the prize back to the Residents Council.

Work has begun on bringing over the wheelchair gliders. Framing for concrete has been started by men from the jail. A pad will be poured in front of Gunny's Garden. They are also considering building a deck. Mr. Chandler said it was important to get residents outside more.

The kitchenette project is moving ahead; the cabinets have been ordered.

The nursing home subcommittee will be meeting at 9:00 next Monday; there is no specific agenda, but there are questions regarding funding of the recently agreed union contract.

The tree donated by the Moore family has been planted. (9:41 a.m.)

#### **Carroll County Jail / Jason Henry**

Superintendent Henry reported that thus far, staff at the jail have used 800.75 hours of Relias training. He expects that this will reduce personnel expense because officers are able to do mandatory training on shift rather than on overtime. They are also doing more training because it is readily available on demand. He also reported that thus far, Relias's representations regarding the quality of the training have been borne out, and that all members of the staff, including mental health counsellors, medical staff, and maintenance have used the system.

Superintendent Henry reported that there are two farm crews working, women on the garden and men on the lawns and the farm. There are also two men working on the framing of the concrete forms for the nursing home. He commended them all for their hard work.

Last week Superintendent Henry and Captain Batchelder attended the Chiefs of Police meeting, an opportunity to keep lines of communication open. He said that enforcement and corrections are two different worlds and hoped attendance at the meetings would provide a venue for each to learn about the other. He also plans to attend prosecutors meetings. He thanked one of the deputies for assisting in putting together a packet of information, and noted that chiefs and prosecutors get only very limited exposure to corrections issues.

A new staff member starts today.

There will be a meeting of New Hampshire superintendents of jails on Friday. Superintendent Henry said that thus far the group has been very supportive as he takes up his new position.

Monday, the inmate telephones will be switched to Securis. The next phase will be to replace the jail management software, a major project recently undertaken in Belknap County. John Rich is working on new server. Superintendent Henry reported that the project is ahead of

schedule. Commissioner Babson noted that money for a second server like the one approved for the Sheriff's Office has not yet been appropriated.

No quotes have been received yet on the RFP for repair of the jail roof. It may need to be published again.

Superintendent Henry asked for a motion and vote on the contract regarding maintenance and service on the emergency equipment generator.

On Commissioner Sorensen's motion, seconded by Commissioner Babson, *the Commissioners voted unanimously to approve one-year's renewal of the contract with Northeast \_\_\_\_\_ for service and maintenance on the emergency equipment generator for \$1,879.11.* (9:56 a.m.)

Commissioner Sorensen then signed the contract for the County.

Commissioner Babson reported that he has some medical bills in hand for which checks have been cut; Superintendent Henry said he had called Huggins Hospital regarding some of them and will follow up with the rest.

There was brief discussion regarding whether the jail had purchased new digital pagers. The bill at issue was renewal for the year.

Commissioner Sorensen said that the Commissioners backed Superintendent Henry completely, and that he should contact them anytime he felt the need, beginning with Commissioner Babson. He asked whether Superintendent Henry had exercised his authority to release offenders to home monitoring; there is a possible release scheduled for August 1.

Commissioner Babson reported that he had called the Chief Justice of the Superior Court to discuss a revision to the mandatory sentencing rule for habitual offenders which would permit them to be released to go to work and return at night. It costs \$120/day to house and care for non-violent people, some of whose original offences go back eight or ten years. (10:03 a.m.)

### **Work Session**

Commissioner Sorensen announced that he had begun work on two new policies, one regarding attendance at conferences and training programs and the other regarding vacation time. He gave the preliminary drafts to Ms. DeGroot for follow up. Commissioner Sorensen was concerned that if the County were to reimburse attendance at conferences that they be job related, that employees attend 80% of the event, and that they submit a written report upon their return. Regarding vacation time, he suggested creation of a form that would provide for an approval process by supervisors, show employees how much vacation time they had in the "bank," and provide a way for the County to get in contact with people on vacation in the event of an emergency. (10:06 a.m.)



Commissioner Kenney also suggested that there be a way to document that when employees fly on business, they choose the least expensive option.

Commissioner Babson distributed copies of an email exchange he had had with Representative McConkey regarding the County's cash-handling policies. He was under the impression that when he undertook to have departments formalize their policies, it was understood that they would be written down, but only two of the four departments at issue have a written policy. He has reiterated that the cash-handling policies need to be in writing and has directed the Delegation where they can be found. He added that he does not know who the Matrix consultants spoke to about this. Commissioner Kenney added that the County had not in the past had a cash policy, but put on in place after an employee stole \$11,000.

Commissioner Babson asked Commissioner Kenney why she had declined to sign a nurse's mileage reimbursement request for attendance at supervisors' training in Franconia. Commissioner Kenney said that she needed to find out why the nurse attended training at such a long distance. Commissioner Babson said he had already confirmed that it was a Primex conference and he considered the matter settled. (10:15 a.m.)

### **Public Input**

Mr. Steer was recognized. He asked for clarification on the letter to be sent to Mason & Rich regarding the 2010 financial statements. The County is waiting for Mr. Beaulieu to provide the definitive list of requested changes; the letter was drafted by Mr. Widmer, Carroll County Treasurer. Mr. Steer said he had called Mason & Rich, who told him that they were waiting for the County's letter before making any comment.

Commissioner Sorensen reviewed the status of the various financial reports, adding that he hoped Mason & Rich would restate the 2010 financials. He said that Commissioner Kenney was correct that legally, the County could do the financial statements in-house provided they were audited by somebody else. However, the County does not have personnel with the skill set or the time to do a complete set of financial statements. Commissioner Kenney took issue with that statement, saying that the financial statements could be part of the job description of the business office staff. Ms. Seamans was recognized; she said that the MS-45, submitted to the Department of Revenue, could be done by the Commission Clerk. There was general discussion of the sequence of events leading up to Mr. Beaulieu's attendance at the June 25 meeting of the Commission, and whether the County had provided all of the data requested by the auditors timely. Commissioner Sorensen said, regarding the transmission of data, that there had obviously been a problem, but noted that in prior years, the auditors came to the County complex and worked here, but the current auditor generally works off site. He said that if the auditors set up at the complex, it would likely cost the County more. In answer to Ms. Seamans's question regarding the establishment of a smooth working relationship, Commissioner Sorensen said that Mason & Rich had been the County's auditors for many years, and when staff had a question regarding the input of data, they could call and get advice, something that has not been worked out yet with the brand new auditors.

Commissioner Kenney said that she was afraid that in addition to the changes Beaulieu has requested, there may be errors going back many years. Commissioner Sorensen said that he would not find any fault until the final report was done. Commissioner Babson said that he was not on the Board in any year in which there is a problem, but that Mr. Lyford by chance had mentioned to him that there were some missing reports. He added that in the next contract, the County should ask for the auditors to come on site. Commissioner Sorensen thought the difficulty had started in 2010 because of the issuance of the bond for the construction of the new nursing home.

Commissioner Kenney asked who had decided to hire John Lyford, and Commissioner Babson said that she had (among others). She responded that she thought the County had hired Mason & Rich, not Mr. Lyford personally. She said that she always knew the audits were not done because every year the County encumbers money which went unspent.

Mr. Brown was recognized. He charged that, contrary to the current discussion, the Treasurer had stated on Monday (Jul.7) that the 2010 audit was already completed. He then added that the Board of Commissioners had voted to spend people's tax dollars "handing out loans throughout the County." Commissioner Sorensen asked him to provide details in a non-public meeting, which he agreed to do. [However, Mr. Brown was not able to stay until his scheduled time and the discussion was postponed.]

On Commissioner Sorensen's motion, seconded by Commissioner Babson, *the Commissioners voted to adjourn to non-public session under the provisions of RSA 91-A:3, Paragraphs (a) and (c) for discussion of hiring, compensation, and dismissal and for protection of public reputation, all members voting "Aye" on a roll call vote.* (10:38 a.m.)

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#### NON-PUBLIC SESSION

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#### PUBLIC SESSION

The Commissioners reconvened in public session at 11:58 a.m.

Commissioner Sorensen announced that the minutes of the first session were sealed, except for a vote to hire a temporary administrative assistant at the jail. The second session was a non-meeting with the County's attorney by conference call. The third session was a discussion with Sheriff Richardi regarding a claim for attorneys fees, and the minutes not sealed. The last session was to have been with Mr. Brown, but he was not present.

The Commissioners have been asked to vote on the naming of a local landmark.



On Commissioner \_\_\_\_\_ motion, seconded by Commissioner Babson, *the Commissioners voted unanimously that they had no objection to the United Board on Geographic Names naming the mountain between the Moats "Washburn Peak."* (12:01 p.m.)

Commissioner Sorensen announced that the County had reached tentative agreement with the union representing employees of Mountain View Nursing Home, agreeing to a one-year contract raising the hourly rate \$.40/hour as has been done for all other employee groups. The contract will run from April 1, 2014 to March 31, 2015.

On Commissioner Babson's motion, seconded by Commissioner Kenney, *the Commissioners voted unanimously to approve the tentative agreement with AFSCME Local 3685, representing employees of Mountain View Nursing Home, as proposed today, July 9, 2014.* (12:05 p.m.)

Commissioner Babson asked whether Commissioner Sorensen had had any contact with the Delegation regarding funding the contract, estimated to cost about \$72,000. Commissioner Sorensen reported that Chairman Umberger had asked him to propose where the money would be found and that he sent her four options: 1) Don't pay it; 2) Pass a supplemental budget; 3) Take it from the "surplus," which he doubted would pass because of the uncertainty regarding the balance; and 4) Take it from "Pro Share" provided by the state, if it is more than anticipated.

Commissioner Babson said that it was the Delegation's responsibility to set the budget. He was inclined to invite the Delegation to make the decision and let the Commissioners know what it is. Commissioner Sorensen added that he thought Atty Closson had agreed with the union members that the money would not have to be found in the existing budget, and therefore the County should request a supplemental budget.

Commissioner Babson moved that the Commissioners forward the tentative one-year contract to the Delegation to determine where the additional funding, \$72,000, would be found. Commissioner Sorensen seconded and asked to amend, to include a request for a supplemental budget meeting. Commissioner Babson agreed to the amendment.

On Commissioner Babson's motion, seconded by Commissioner Sorensen, *the Commissioners voted unanimously to forward the tentative one-year contract with the nursing home union to the Delegation for consideration of how to fund the \$72,000 increase, with the request that a supplemental budget meeting be held.* (12:11 p.m.)

The next meeting of the Delegation is currently scheduled for August 11, 2014.

#### **Minutes July 7, 2014**

The Commissioners agreed to table consideration of the July 7 minutes until they are able to look at the contract for the 2012 financial statements. (12:27 p.m.)

## Minutes June 25, 2014

Commissioner Babson moved that the minutes of the June 25, 2014 meeting be accepted as corrected. Commissioner Kenney seconded for discussion. She asked that the minutes reflect her request that the County go back to Mason & Rich for any corrections to the 2010 minutes, as they had done the original work.

On Commissioner Babson's motion, seconded by Commissioner Kenney, *the Commissioners voted unanimously to accept the minutes of the June 25, 2014, meeting of the Commission as amended.* (12:30 p.m.)

On Commissioner Babson's motion, seconded by Commissioner Kenney, *the Commissioners voted unanimously to adjourn.* (12:31 p.m.)

Respectfully submitted,  
Michelle Hamilton, Recording Secretary

Approved 23 July 2014, as amended

**Meeting of Carroll County Commission  
Delegation Meeting Room, Carroll County Admin Building**

**Minutes  
July 16, 2014 8:30 a.m.**

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This meeting was duly posted for public notice on July 14, 2014, on the Carroll County website and on various public bulletin boards within the Administration Building to reflect that the meeting would convene at 8:30 a.m. at its usual and customary place.

**PUBLIC SESSION**

**Present:** David Sorensen (Chair); David Babson

Asha Kenney joined the meeting in progress (9:20 a.m., approx.).

**Also attending:** John Ruckenbrod, Kathleen Maloney, Wynette DeGroot (Director, HR), Representative Glenn Cordelli, Domenic Richardi (Sheriff, Carroll County), Dorothy Solomon, Mellisa Seamans; Howie Chandler (Administrator, Mountain View Community); Kathleen McCracken (Administrator in Training), Steve Brown, Jason Henry (Interim Superintendent, Carroll County Jail)

**Press:** Ed Comeau ([www.governmentoversite.com](http://www.governmentoversite.com))

Michelle Hamilton (Recording Secretary)

The Chairman called the meeting to order at 8:32 a.m. and immediately moved to adjourn to non-public session to conduct interviews for the recording secretary's position.

On Commissioner Sorensen's motion, seconded by Commissioner Babson, *the Commissioners voted to adjourn to non-public session under RSA 91-A:3 Paragraph II(b), for hiring, all members voting "Aye" on a roll call vote (Sorensen, Babson).* (8:33 a.m. approx.)

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**NON-PUBLIC SESSION**

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**PUBLIC SESSION**



Upon re-convening in public session, at 9:25 a.m., the Commissioners recessed until 10:00 a.m. in order to adhere to the published schedule. At 10:00 a.m. the Commission re-convened and the Chairman opened the floor to public input.

### **Public Input**

Representative Cordelli asked for a status report on the ongoing audit process. Commissioner Babson said that the Commissioners have updated Chairman Umberger daily for the past three days. He said that it appears that changes requested of the jail and the nursing home have been transmitted to Beaulieu & Co. Mason & Rich have agreed to address corrections to the financial statements of 2010. Commissioner Kenney added that Beaulieu does not have a signed agreement for the audit of 2013. There was disagreement on the contract status regarding 2012.

Mr. Ruckenbrod suggested that in order to balance, it might be better not to have any money. Commissioner Sorensen said that every year the Commissioners submit a budget. If there is money left over, the Delegation generally puts it toward reducing taxes in the following budget year. He said that there is supposed to be \$2 million in the County's rainy day fund, and he believes that the money is still there. (10:03 a.m.)

### **K-9 Program / Sheriff Richardi**

Sheriff Richardi reported that the yellow Lab that was in training as the County's K-9 has been returned to the donors because his hunt drive was not strong enough. His handler, George Stevens, will be returned to deputy status, and the County has received a refund. The new dog, Charlie, is a 23-month-old Belgian Malinois who is as of this report doing very well. The new handler is Deputy Steve Rowe. The breeders, "Coastal Canine," located in Maine, will be coming to observe this week. They have placed many dogs with police agencies with high success. The dog will be paid for from the Drug Account Task Force and with fundraising. No grant money or county tax money will be required.

### **Minutes July 7, 2012**

The minutes were tabled once again, as the status of the contracts regarding the financial statements of 2012 is unclear.

### **Mountain View Community / Howie Chandler**

Mr. Chandler thanked Commissioners Sorensen and Babson for attending this morning's breakfast at the nursing home. He said that staff and residents always enjoy it.

Yesterday, Mr. Chandler met with Licensing Bureau Chief Fleming and Life Safety Officer Mikulski from the American College of Health Care Administrators. Mr. Chandler said that currently, the inspection protocols are much more open than in the past, with the goal of helping nursing homes stay inspection-worthy rather than looking for reasons to call them out. Currently, homes are receiving information regarding penetrations into walls. Mr. Chandler has

met with Mr. Murray to ensure that Mountain View is fully compliant. The recommendation is to use approved products from a single vendor.

Mr. Chandler was happy to report that responses to the volunteer coordinator's efforts have been very encouraging; recruiting seems to be attracting many new people. The volunteers provide services that are cost neutral and improve quality of life immensely.

The Friends of Mountain View are currently organizing to provide hot dogs and hamburgers on Farm Day, an event that is a fundraiser for them. Mr. Chandler is assisting with coordination of transport using the golf carts.

Commissioner Sorensen complimented Mr. Chandler on the staff's handling of the breakfast; Mr. Chandler said that all departments participate, including maintenance. Commissioner Sorensen said he had been contacted by a resident's family, who had great things to say about staff, particularly Lisa Mills, the 2nd floor nurse supervisor; he reported that the resident was also very pleased.

Commissioner Babson thought that the general public doesn't know that the nursing home hosts a community breakfast every month. Commissioner Kenney apologized for missing today's event, citing an emergency.

Ms. McCracken reported that she has completed a resident satisfaction survey, including feedback from family members. The information was overwhelmingly positive. Residents and family love the facility.

Commissioner Babson reported that last time he visited Mountain View, he assisted two people in wheelchairs to go out to the back porch; the doors were very awkward, and he asked if they couldn't be made automatic. Mr. Chandler said that self-opening doors are not expensive but may present a danger to some residents who are prone to wander. The doors lock to keep them safe, but it is one of the reasons he is trying to develop the back area with a deck or patio where residents can get outside and remain safe.

Commissioner Sorensen asked if the Residents Council were still meeting, as he has not received any feedback recently. Mr. Chandler said that the Council still meets, although attendance is usually at about 12-15 out of a total resident population of 103. He and several other staff attend and one of the assistants takes minutes. Staff are there to answer questions, but the group has turned itself into a planning venue rather than a complaint venue, trying to address problems before they are out of control. Families also have a council which is currently reorganizing. Mr. Chandler suggested that the family council needs a project, and he thought that it might be something like outreach to the families of new residents or managing the garden.

Mr. Chandler also reported that the pads for the gliders have been framed, and they are waiting for a fine day on which to pour the concrete. (10:30 a.m.)



## **Carroll County Jail / Jason Henry**

Superintendent Henry reported that last Friday, Carroll County hosted the jail superintendents meeting. Commissioner Babson attended, and the nursing home provided an excellent lunch. The group discussed the feasibility of a “temporary” license that would allow habitual offenders to get back and forth to work instead of incarcerating them for a year when their regular licenses are suspended. When they are released, they are still unable to have their licenses renewed and find it difficult to get and stay employed. Commissioner Babson has also discussed the problem with Chief Justice Nadeau. It is a proposal he would like the legislature to work on. Superintendent Henry noted, however, that although his group is interested in the issue, they are the tail of the chain.

Superintendent Henry extended his thanks to John Rich and Cybertron for expeditious handling of the recent power outage due to storms.

Last week Commissioner Kenney inspected the jail. She said that she has a draft report prepared but needs to speak with Mr. Boyd regarding a roof issue before transmitting it to the AG’s office, with copies to the jail and the Commission business office.

Superintendent Henry reported that on July 14 he attended the Rotary Club meeting in Ossipee and spoke on the issue of reintegrating offenders into the community when they are released. He said the Rotary group was very engaged with the problem; Commissioner Babson agreed. Most of the released offenders are young people who have made a mistake, and once released, they need support and a chance to change their lives. Sgt. Philips is actively working with community groups as well. The classification system does work and is able to separate violent criminals from those who will benefit from assistance. Superintendent Henry was encouraged by the reception his talk received.

In answer to Commissioner Sorensen’s question, Superintendent Henry said that Sgt. Philips is working with the business community to educate them about the kinds of programs the jail offers, and with the offenders’ agreement, will give references regarding individuals as well. Commissioner Sorensen said that all Rotary Clubs have a program that brings in outside speakers, and he would look into finding more opportunities for Superintendent Henry to explain the County’s corrections programs. He invited viewers to send in their suggestions for other venues.

It has been a busy week at the jail. Training was conducted yesterday and today, and the new offender phone system will be going live today. The commissary company has a program called “Lock Down” which will be hired to handle offender funds. When offenders leave the facilities, they will be given a swipe card instead of a check, as has been done in the past. The jail will no longer be handling checks or cash. Lock Down is accessible by internet so families can directly deposit money into inmate accounts. Both the new phone system and Lock Down will integrate with the jail management software. Cell phones are forbidden at the facility except for emergencies. (10:45 a.m.)

In answer to Mr. Ruckenbrod's question, Ms. DeGroot said that the County has a regular website which may eventually become more pro-active, but the County does not contemplate using social media.

Ms. Seamans was recognized. She asked whether the new inmate account system would incur additional costs to the County or to the inmates. Superintendent Henry said the County would pay the same charge as had been incurred by the previous system. Inmates pay nothing while they are incarcerated; after release, the card program charges inmates only if they leave money deposited. He said that Sullivan County is currently using this program to good effect and will help Carroll County get launched. (10:49 a.m.)

### **Mountain View Community / Bob Murray**

Mr. Murray distributed his analysis of the two bids for demolition of the annex wings and various upgrade projects.

Commissioner Kenney left the meeting briefly. (10:51 a.m.)

Excel Construction offers a two-year warranty on the roof work; Always Wrecking offered no warranty, based on the age of the roof and the number of penetrations. However, Mr. Murray said, although they are not able to guarantee the outcome, the company did a good job with the roof at the jail. However, Mr. Murray recommended that the County accept Excel's bid.

Commissioner Babson agreed, saying that among other things, he had trouble with the formatting of Always Wrecking's bid, which in addition to being somewhat vague in some areas, left some items out. The contact at Excel was a foreman on the nursing home construction project and is therefore also known to the County. Commissioner Babson had called to ask him why there were no references for the demolition portion of the job; Excel answered that they were a general contractor and would contract it out. Excel has a good track record, and Commissioner Babson supported Mr. Murray's recommendation.

Commissioner Babson moved to accept the bid of \$533,210 by Excel Construction of Newfield, New Hampshire, for demolition of two wings of the old nursing home, repair to the roof with warranty, and renovation of the laundry. Commissioner Sorensen seconded for discussion.

Mr. Murray noted that Excel's bid is a "not to exceed" bid, which may in the event come in under the amount bid. Commissioner Sorensen noted that if asbestos is found, its removal will be absorbed by Excel, where Always Wrecking was going to up-charge the project for removal of asbestos.

Commissioner Kenney said that she will vote against accepting either bid, because the County should not be retaining any part of the old facility except a small structure for the boilers and the laundry. She declined to elaborate.

On Commissioner Babson's motion, seconded by Commissioner Sorensen, *the Commissioners voted to accept the bid of \$533,210 by Excel Construction of Newfield, New Hampshire, for*



*demolition of two wings of the old nursing home, repair to the roof with warranty, and renovation of the laundry.* (Sorensen/Babson: Aye. Kenney: Nay.) (10:55 a.m. approx.)

Commissioner Sorensen polled the Commissioners as to whether anyone felt they needed to go back to the Delegation, as the RFP had specified that the roof be replaced, but both bids had been for repair rather than replacement. Neither bidder recommended replacing the roof. Commissioner Babson said that the Delegation should be informed of the outcome, but there was no need to ask their permission. Commissioner Sorensen reported that at the recent Mountain View subcommittee meeting, the representatives were aware that the roof was planned to be repaired rather than replaced, and were concerned that there be some kind of warranty. Mr. Chandler added that they also wanted assurance that two wings rather than one would be coming down, as there has been recent discussion about a change to the specs.

Commissioner Kenney asked for confirmation that Bonnette Page & Stone's estimate on replacement of the roof was \$500,000; Mr. Murray and Commissioner Sorensen agreed that was the case.

Excel is able to start immediately and can complete the work by November 1.

Mr. Murray said that Excel was going to haul the rubble away; Always Wrecking had planned on grinding it up and putting it into the ground. (11:04 a.m.)

As an aside, Commissioner Babson asked Mr. Murray to consider asking for funds to put in an automatic door in next year's budget. Mr. Murray said that issues with the door were an on-going project, but resident safety had to come before convenience. (11:06 a.m.)

No bids have been received, to date, for renovation of the eating space for a Probation Office. The deadline was today.

## **Work Session**

Policy and Procedures: Time off Request Form. Ms. DeGroot distributed copies of the proposed form. There was general discussion of how it would support the time off request procedure. The forms would be signed off by employees' supervisors, including the Commissioners in the case of employees who report directly to them. Ms. DeGroot advised that department heads would need to keep track of their own employees so the process would not have too many layers. Union contracts contain language regarding requests for time off, but emergencies like bereavement and needed personal days would be determined by the supervisor. Commissioner Sorensen asked whether the form could track the amount of time off an employee had accrued, and Ms. DeGroot said it was difficult to keep current because of the accounting lag time. Supervisors would have to be aware of that issue; and Ms. Garry always has an accurate count. There was general agreement that it was reasonable to require that requests be submitted a week in advance of the time requested.

Business Related Travel Policy. Commissioner Babson recommended that the County agree to pay mileage from home to a conference or from the County complex to a conference, whichever



is less. There was general discussion regarding the clarity of the language regarding reimbursement and Ms. DeGroot agreed to redraft. Ms. DeGroot said that the policies were still works in progress because they have not yet been circulated to department heads and administrators for comment. She will also submit a new reimbursement policy.

There was general discussion of who could authorize business travel for a County employee. Commissioner Kenney said that the law requires that the commissioners act as a Board. Commissioner Babson disagreed with her interpretation of the law, but agreed that this type of travel expense should be considered as a Board. It was agreed that such travel should be business-related, and discussion of whether Commissioners as well as employees would need authorization, although there is already a policy regarding Commissioners' out of state travel. Commissioner Kenney argued that Commissioners can attend anything they want, provided they did not ask for reimbursement for unauthorized travel, i.e., the authorization was for the reimbursement, not the travel. Commissioner Sorensen added, however, that commissioners attending events on their own time were not representing the Board or the County.

Signing of Checks. Commissioner Babson asked Commissioner Kenney why she declined to sign the check to Sheehan Finney Bass. She said it was because she didn't approve the hiring and because the bill was unclear. She took issue with the amount of money their representation has cost the County, when they have not even got into Court.

Commissioner Babson then asked her why she had declined to sign the check paid by the County Delegation to the recording secretary. She said she didn't agree with paying somebody almost \$50 to come to work, and that if the other two Commissioners agreed with the Delegation, they could sign the check.

Commissioner Babson then reported that he had declined to sign the mileage reimbursement check for Commissioner Kenney's attendance at the RSVP-Freedom lunch, at which, he said, she had arrived late. Commissioner Babson said that he and Commissioner Sorensen had paid for their own lunches and had not requested a mileage reimbursement. He added that she still had time to reimburse the business office for her lunch. Commissioner Kenney said that the luncheon was free, but if invitees cancelled, they would have to pay. She said that RSVP had treated the Commissioners' payment as donations.

Hales Location. The Commissioners signed the agreement with the contractor for tax map maintenance.

Spyglass: Commissioner Babson reported that Spyglass had noted that for some reason, the bill from Fairpoint had recently gone from \$120 to \$2000. Fairpoint has corrected it. The apparently "unused" phone lines have all been accounted for; they are hard lines to be used in emergencies.

Nursing Home. The Commissioners have each received a letter from Ms. Mason regarding the union agreements discussed at the July 9 meeting.

Commissioner Babson reported that the nursing home subcommittee was seemingly unhappy to learn that the Probation Office was interested in renting space in the core of the old nursing

home. They were apparently concerned that no one had informed them of the terms. Commissioner Sorensen said that the County had sent a letter of interest only, and no further decisions have been taken. The subcommittee was also concerned about why the County would be considering renting the space when Mountain View needs the storage. Commissioner Sorensen said that policy regarding the nursing home was in the Commissioners' hands until money needed to be voted.

Sorensen presented a list of projects for the nursing home, in order of their priority, based upon today's approval of the bid submitted by Excel Construction.

- 1) Take down two wings.
- 2) Patch roof (2-year guarantee).
- 3) Remodel the laundry.

Items 1, 2, and 3 to be completed by Dec.1, 2014.

Total cost not to exceed \$533,210.

Commissioner Sorensen suggested further, with the funds that are left:

- 4) Renovate the dining area for Probation. The County will need to negotiate with Probation regarding rent per square foot. The State has a very limited budget so it would not be a lot, but Probation could be renting there indefinitely.
- 5) Renovate the front portion for the Cooperative Extension, for about \$350,000. This would save the County \$40,000 per year in private rental space.
- 6) Connect the pellet furnaces to the laundry for hot water.
- 7) In future, find a renter for the kitchen space, which is a fully functional commercial kitchen.
- 8) Right now, plan for the two remaining wings to go to the veterans. If that project does not eventuate, they would have to forego renovating for the Co-op because they would need funds to tear down the remaining two wings. (11:57 a.m.)

Commissioner Kenney then asked Commissioner Sorensen why he had received a large box delivered to his desk on June 10. She asked why he was having personal items delivered to the office. Commissioner Babson explained that it was a blueberry scale that had been trued by the Department of Agriculture, and had been left in the barn; the farm crew had brought it in to the office for him. (11:59 a.m.)

## **Public Input**

Mr. Brown was recognized. He asked why the proposed travel policy permitted employees traveling more than 70 miles to make an overnight stay, saying that many people travel that far to work every day. Commissioners Sorensen and Babson agreed. Commissioner Kenney complained that people abuse the travel policy. However, Commissioner Sorensen noted that sometimes events run late into the evening or start very early in the morning, and in that case, employees may need to stay overnight.



Mr. Ruckenbrod was recognized. He asked Commissioner Sorensen to clarify when he attends annual Commissioners meetings. Commissioner Sorensen said that he attended only when he had been President of the New Hampshire Association of Counties, and that the travel had been fully paid by the Association. Mr. Ruckenbrod asked whether the association wasn't a special interest group that might push Carroll County into policies that were not necessarily to its benefit. Commissioner Sorensen wasn't sure how that would apply. He cited some of the programs he has attended, which included food safety at farmers' markets and use of public lands. Mr. Ruckenbrod amplified his concern that Carroll County ought to preserve its independence and "work within its own creativity." He allowed that it was sometimes useful to see what others were doing so long as it was not automatically accepted as correct. Commissioner Kenney challenged Commissioner Sorensen's statement that he had not travelled out of state in 2010; he said he believed that it was correct. (12:10 p.m.)

Ms. Seamans was concerned that renting to the Probation Department was going to return very little on investment. Commissioner Sorensen said that no figures had been developed yet, but he was under the impression that the renovation was going to be mostly partitions and might be done at very little expense to provide Probation with adequate space, which they might occupy for a long time.

Ms. Seamans asked for clarification that the plan would include enough storage space for Mr. Murray's needs. Commissioner Sorensen and Commissioner Babson disagreed on whether the suggested plan would provide him with adequate space.

Commissioner Sorensen asked Ms. Solomon to give them a status report on the progress of the veterans home project. She said that the 501(c)(3) applications were in and she is now looking for funding. The budget is established and the plans have been drawn. Commissioner Sorensen asked to clarify his remarks reported in the newspaper that the old nursing home was no longer habitable. Ms. Solomon said that she had answered that report. The old nursing home no longer meets the state's standards for nursing homes, but is habitable for other purposes, especially as it will be fully renovated before anyone moves in. It will be able to provide shelter for 17 men.

On Commissioner Babson's motion, seconded by Commissioner Sorensen, *the Commissioners voted unanimously to adjourn.* (12:18 p.m.)

Respectfully submitted,  
Michelle Hamilton, Recording Secretary

**County of Carroll  
Commissioner's Meeting  
Carroll County Administration Building**

**July 30, 2014**

**Board Members Present:** David Sorensen, Asha Kenney, David Babson

**Others Present:** HR Director Wynette DeGroot MVC Admin. Howie Chandler  
MVC Maint. Bob Murray Admin. Maint. Jerry Gagne  
Sheriff Domenic Richardi John Ruckenbrod  
Steve Brown Mike Todd (Excel Construction)  
Ed Comeau (www.governmentoversite.com) who videotaped the meeting

**Call to Order:** 8:30 a.m. Chairman Sorensen announced the hiring of Mellisa Seamans as the commissioner's recording secretary.

**Public Input**

- No public input presented

**Commissioner's Reports**

**Farewell**

Commissioner Babson reported that he attended the going away party held at Mountain View Community July 29 to bid farewell to Director of Nursing Becky Mason who resigned her position. Babson indicated it was apparent that Mason was really appreciated by the MVC residents. He also specifically thanked NH Rep. Glenn Cordelli for being the only county delegate to attend the event.

**Farm Day**

Commissioner Babson reported Carroll County Farm Day held July 26 was a generally good day with beautiful weather. He made special note of the many activities as well as Henry Spencer and Chip Albee who "cooked up a storm to feed the people" as a fundraiser for Friends of Mountain View.

**Hale's Location**

***(the County Commissioners also serve as Hale's Location Board of Selectmen)***

Commissioner Sorensen presented three checks for review and signature: \$1,401.13 Kathy Vizard (monthly administrative expense and mileage); \$139.80 FairPoint; and \$1,850 White Mountain Hotel (overpayment of property taxes).

Commissioner Babson reported that he recently attended a meeting of Mount Washington Valley Republicans (July 21). At that meeting a Hale's Location resident expressed concern that the clerk (K. Vizard) is paid "something like \$250 an hour" and asked for justification of this salary. Commissioner Sorensen said while her office hours are limited to a couple hours a week she is also on call and can make appointments to meet with residents. Sorensen said she is experienced in her work as she

Carroll County Commissioners  
July 30, 2014

performs the same type of duties for Town of Albany. He added that her salary is contained in a contract.

The board received a form regarding the property valuation of federally-owned land in Hale's Location. Babson will contact Vizard for clarification.

#### **Tree cutting**

As requested July 23, Wendy Scribner drew up a contract between the County and an abutting landowner (Maria Varney) regarding the trees the County wishes to cut on Ms. Varney's property to improve the line of sight for the county dispatch center communications tower. The Board reviewed the proposed contract but opted to discuss in a non-public session following the public portion of this meeting.

#### **Opening of Bids (Agenda item)**

##### **Annex**

*At their 7/16/14 meeting the commissioners voted to : accept the bid of \$533,210 by Excel Construction of Newfield, New Hampshire, for demolition of two wings of the old nursing home, repair to the roof with warranty, and renovation of the laundry. (Sorensen/Babson: Aye. Kenney: Nay.)*

Bob Murray introduced Mike Todd of Excel Construction Management. Todd presented the commissioners with a formal contract for their review. No action was taken. Todd agreed to attend the 8/4/14 nursing home subcommittee meeting to further discuss his proposed scope of work.

Todd told the commissioners that "95% of the roof is fine" and that installing a new roof would be a waste of a lot of money and is not the best use of funds. Todd said there could be a potential cost savings if demolition debris could be disposed of on County property rather than being hauled away. Sorensen said there is likely a place on the County's 800 acres that needs to be filled in. Todd said Accolade Abatement took several samples of the flooring to test for asbestos as no written report of any previous testing could be found. Todd also had suggestions for frost wall alternatives and re-facing the opening that will result from the wings being torn down. He agreed to produce a quote of the additional cost that would be incurred by installing brick on that wall.

#### **Pellet Boiler RFP**

Murray will write an RFP to solicit proposals for connecting the pellet boiler to the laundry room at the Annex

#### **Elevator Maintenance**

Three bids were received for the MVC elevator maintenance contract from Otis, Pine State, and Stanley Elevator. The bids were given to Murray to review and bring forward a recommendation to the commissioners.



Carroll County Commissioners  
July 30, 2014

Sorensen noted it would be nice to have the same company hold the maintenance contract for the elevators in the nursing home and the administration building and perhaps this would result in a cost savings.

**Pellets**

Two bids were received for wood pellets - Lyme Green Heat (\$239/ton) and Sandri (\$242.82/ton). Murray will review the bids and bring forward a recommendation to the commissioners.

**Compressor**

Three bids were received for replacing a compressor on the administration building - Trane (\$12,048), Stroger (\$7,312), and Control Technologies (\$4,305).

**MOTION by Babson "to award bid to Control Technologies of Manchester for \$4,305 per their quote NCC0003822874 dated 7/11/14." Sorensen seconded. Motion passed 3-0**

**Boilers**

**MOTION by Babson - "Maintenance agreement for administration building air conditioning and heating units to Stroger Service Experts for \$2,445 per year, price to be held for 3 years with additional discount of 10% on all repairs and they will service the boilers twice a year." Sorensen seconded. Motion passed 3-0**

Sorensen thanked Jerry Gagne for the work he does keeping the administration building clean and presentable.

**Public Safety Day (Agenda Item)**

Sheriff Domenic Richardi requested and received permission to use the field in front of the administration building and the parking lots as a host site for Public Safety Day, tentatively scheduled for 8/23/14. Richardi said the event plan is in the beginning stage but will be similar to "touch-a-truck" event with emergency vehicles and equipment from several area public safety agencies as well as other activities.

**Work Session**

**Policies**

**MOTION by Babson to "approve the business-related travel policy." Sorensen seconded. An addition will be made to the policy that in order to have expenses incurred reimbursed, attendees must be present for at least 80% of the meeting/training. Kenney opposed. Motion passed 2-1.**

It was announced that the commissioners are now in receipt of written cash-handling policies for all departments.

**White Board**

**MOTION by Babson to "purchase a white board" to hang on the wall in the business office for the purpose of keeping the commissioners apprised of when department heads are on**

Carroll County Commissioners  
July 30, 2014

**vacation. Sorensen seconded. Motion passed 2-1.** Kenney objected indicating her preference of utilizing the large paper calendar that already exists in the business office and receiving notification via electronic calendar.

#### Annex

Commissioners reviewed an email dated 7/28/14 from County Delegation Chair Rep. Karen Umberger regarding several points of disagreement about the renovation of the Annex. Sorensen expressed that some people are jumping to conclusions and there is a difference between having a plan and the execution of it. Sorensen said he was merely presenting his vision, his thoughts, about what will become of the old nursing home (Annex) working within the budget amount approved by the delegation. Umberger's email expressed concern that Sorensen's plan goes beyond the scope of what the delegation approved previously.

Umberger's email reminded the commissioners of the delegation vote of June 17, 2013 that read as follows: "Demolish four wings, set a budget of \$1 million using Bonnette Page and Stone example from the letter dated March 14, 2012 of selecting options # 2,3,4,8,9,10,12, And directing the Commissioners to send out RFPs to lease the space available within the core with action on that to be completed for the Delegation no later than September 15, 2013." Umberger's email stated the delegation included the following for the \$1 million:

2. Demolish two wings and new wall replacement (west side) \$230,600
3. Demolish two wings and new wall replacement (east side) \$230,600
4. Demo entry/admin and new wall replacement (north) \$50,000
8. Re roof entire core area (approx 10,000 sq ft) \$270,000
9. Laundry area improvements (limited to existing laundry room) \$100,000
10. Maintenance storage area ...allowance \$75,000
12. Design contingency equipment/soft costs all by owner \$125,000

She noted that since the June 17, 2013 vote, the delegation also approved leaving two wings "so the group working on a possible Veterans shelter would have until April of 2015 to obtain funding for the proposed shelter."

Babson said he doesn't know where the 10,000 square feet of re-roof core area figure came from or whether it is even relevant. He said certain delegation members are pushing for a 20-year guarantee on the roof work but that no contractor will give this on a patched roof. Babson said the only responses of possible tenants have been from NH Probation and Parole and UNH Cooperative Extension. Babson took issue with Umberger's assertion that the delegation was not provided with the RFP prior to the approval of work to be done by Excel. He said that if any delegation member was truly interested they could have looked at the RFP as it was advertised for two months. Babson pointed out that if the veteran's shelter is approved, the commissioners will not have to pay for those wings to be torn down, freeing up money to do other things. Sorensen said that the delegation approved laundry area renovations but if the commissioners want to connect the pellet boiler to the laundry for hot water they will have to get approval from the delegation. Kenney questioned why the delegation gave the group a deadline of next April



Carroll County Commissioners  
July 30, 2014

(rather than sooner) to submit their plans for the veteran's shelter. That group might not get the funding they need, leaving the commissioners to have to pay for a company to come in and tear down those two wings next year. With work to tear down the first two wings set to be completed by November 1<sup>st</sup> she expressed that it would have been better to coordinate the deadlines to have the work all done at once.

#### **Proclamation**

Acting on an email request dated 07/25/14 from Steven Ferestein of American Cancer Fund for Children, Inc. **the commissioners voted 3-0** to declare September as Childhood Cancer Awareness Month in Carroll County.

#### **Employee loans**

Babson asked if Steve Brown was prepared this week to present proof of the allegation he made at a previous meeting that the commissioners have issued several illegal loans to county employees. Brown responded that he and others were present at a commissioner's meeting when it was admitted these loans had been given. Brown said he is now trying to narrow down when that was by going through meeting videos but he "knows for a fact" it happened. Babson asked that it be noted this is the second week Brown has been unable to provide proof. Following this exchange, Brown presented a written request for information to Kenney but the contents of that request were not announced publicly.

#### **Beaulieu/Strafford**

Sorensen stated at the 07/23/14 meeting that Strafford County uses the same accounting firm (Beaulieu & Company) as Carroll County to do their financial statements and audits. At this week's meeting, Kenney said she "talked to Strafford" and Beaulieu is only doing their audits and County staff is doing the financial statements.

#### **Other Discussion**

Kenney said she opposes a candidate taking the minutes for the commissioner's meetings. (Mellisa Seamans is running for office as a county commission candidate)

Kenney said now-resigned MVC Director of Nursing Becky Mason was a very good worker with 37 years' experience and she would like to have another exit interview with Mason.

Kenney said the non-public meeting minutes of the session convened for the purpose of hiring a new recording secretary should now be made public.

During a heated exchange, Kenney said that she is treated unfairly on the board and is often called out of order but Babson never is.

It was announced that the recording secretary will be responsible only for the public meeting sessions and that the commission clerk (Kenney) will now be responsible for producing the non-public meeting minutes. Kenney said because of this the compensation (\$125 per meeting) for the recording secretary should be reduced. Sorensen declined to entertain this discussion.



Carroll County Commissioners  
July 30, 2014

<<insert any discussion that ensued upon commissioner's return to public session>>

<<insert motion and time of final adjournment>>

Respectfully submitted,

Mellisa Seamans  
Recording Secretary

Minutes approved by majority vote of the Board on \_\_\_\_\_

\_\_\_\_\_  
David Sorensen, Chairman

\_\_\_\_\_  
David Babson, Vice Chairman

\_\_\_\_\_  
Asha Kenney, Clerk

**County of Carroll  
Commissioner's Meeting  
Carroll County Administration Building**

**August 13, 2014**

**Board Members Present:** David Sorensen, David Babson, Asha Kenney

**Others Present:** Ed Comeau ([www.governmentoversite.com](http://www.governmentoversite.com)) who videotaped the meeting

*(This meeting was posted as a non-public meeting. Therefore, there was no recording secretary present. These minutes were prepared using the video recorded of this meeting.)*

**Call to Order:** 8:30 a.m.

**Motion: Non-public**

Sorensen started the meeting by making a motion to enter into non-public session, Babson 2<sup>nd</sup>.

**RSA 91-A:3, II(c)** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting...*

**RSA 91-A:3, II (a)** *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her...*

**Roll Call Vote:** Babson yes, Sorensen yes. (Kenney was not present for the vote)

**Public Session**

Following the non-public session the board, including Kenney, reconvened to public session. A roll call vote was taken to seal the minutes of the preceding non-public sessions: Kenney yes, Babson yes, Sorensen yes. Babson made a motion to seal the minutes of the July 13 non-public session. Roll call vote: Kenney yes, Babson yes, Sorensen yes.

**Other Business**

***PREA***

Sorensen announced there is a PREA (Prison Rape Elimination Act) training session September 8 and 9, 2014 at Primex in Concord. The training announcement will be sent to the delegation chair as well as the delegation subcommittee chairmen for CCHOC and CCSO. Babson said this is a federal law that is going to cost the counties a lot of money and it

Carroll County Commissioners  
August 13, 2014

is important for the delegation members to attend the training to understand the budget impact.



**MVNH Annex** MOTION: “Sign the contract with Excel to move forward with the realignment of the laundry” (Babson motion, Kenney 2<sup>nd</sup>). Motion passed 3-0.

Babson pointed out this does not include connection of the pellet boiler to the laundry room.

**Policy** MOTION: “Approve the procedure for suspension and/or discharge or removal of an employee and for the board of commissioners hearing” (Babson motion, Sorensen 2<sup>nd</sup>). Motion passed 3-0

Kenney pointed out an employee had an issue last year and the commissioners used this process. She questioned how the process could have been used if there was no formal adopted procedure. Sorensen said this document formalizes the procedure.

After further reviewing the document, Kenney asked to withdraw her vote. She made a motion to reconsider the vote but there was no 2<sup>nd</sup> to her motion. Sorensen noted on the document that the approval passed 3-0 then a motion to reconsider failed without a 2<sup>nd</sup>.

**Union** The board received a notice from AFSCME Council 93 on behalf of the nursing home collective bargaining unit of their intent to negotiate the union contract.

#### **Public Input**

- Babson and Sorensen agreed with Comeau that the PREA regulations are an unfunded federal mandate. Comeau said this should not be a federal issue but rather up to the State.

Respectfully submitted,

Mellisa Seamans  
Recording Secretary

**(signature page follows)**

Carroll County Commissioners  
August 13, 2014

**Minutes approved by majority vote of the Board on \_\_\_\_\_**

\_\_\_\_\_  
**David Sorensen, Chairman**

\_\_\_\_\_  
**David Babson, Vice Chairman**

\_\_\_\_\_  
**Asha Kenney, Clerk**

# Excel Construction Management<sup>LLC</sup>

Carroll County Commissioners  
Mountain View Community  
93 Water Village Rd.  
Ossipee, NH, 03864

RE: Renovations to Former Nursing Home

August 12, 2014

Dear Commissioners,

Please consider the following as our Letter of Agreement for the renovations to the Former County Nursing Home. The following is a description of the work as outlined in the Request for Proposals to which we submitted a construction proposal on July 1, 2014:

The Agreement has been modified to accommodate the decisions of the Delegation on August 11, 2014. Specifically, to allow partial approval of work for the various scopes of work as outlined below.

**A) Demolition of Wing "A" and Wing "B" and Subsequent New Exterior Wall Infill**

This work consists of the demolition and removal from site of both Wing "A" and Wing "B" of the building and rebuilding an infill wall to close off the remaining building at the Core Area. Frost protection will be provided as required for remaining walls. All old utilities will be cut and capped prior to demolition. The remaining core area will be patched to match existing surfaces as closely as possible. New exterior wall finishes of the rebuilding will be metal or pressure treated furring to receive vinyl siding. Demolition will include the removal of the existing concrete slab, old underground plumbing and foundations. Upon completion of this work the footprint of the old wing will be free of old building remnants. Asbestos shall be removed by a certified Abatement Contractor, with evidence of proper disposal forwarded to the Commissioners. Asbestos removal is limited to the areas of demolition only. The exact line of demolition and rebuild is to be determined with on-site representative Bob Murray, the logical location of this is along the upper roof line where there is a change in elevation.

The Price for this work is; Three Hundred Fifty Thousand Nine Hundred (\$350,900.00) Dollars.

Acknowledged & Approved:  
Carroll County Commissioners

\_\_\_\_\_

Date: \_\_\_\_\_



*Setting the Standard  
for Building Safety™*

60 Deertrees Lane • Newfields, New Hampshire 03856  
Phone 603.778.7415 • Email [mike@buildwithexcel.com](mailto:mike@buildwithexcel.com) • Fax 603.778.9552



**B) Re-Roof of Core Area**

The scope of work we have included for the re-roofing of the core area is as follows:  
Furnish all labor, materials, and equipment to check and replace as required all eave screws, check and replace as required all ridge closures, replace all ridge caps, repair or remove all vent pipes through the roof, install new "deck-tite" at remaining vent pipes through the roof, remove units, vents, fans as requested and patch resulting hole. The roof work will carry a two year warrantee from date of completion.

The Price for this work is; One Hundred and Sixteen Thousand (\$116,000.00) Dollars.

- a) Rebuild Portion @ Wing Removals: \$37,800.00
- b) Rear area of Core: \$41,500.00
- ✗ c) Front area of Core: \$36,700.00

Note: Portion "c" quote will be held until June 1, 2015 to allow time for the decision to be made on the status of wing C and wing D.

Acknowledged & Approved:  
Carroll County Commissioners

List Portion(s) of work approved here: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

**C) Laundry Area Improvements**

The scope of this work includes the work as outlined and as reviewed during our site visit with Mr. Bob Murray. We do not include the laundry equipment in this quote. We have included all work in preparation for your new equipment and furnishings outlined in the scope of work issued with the Request for Proposal.

The Price for this work is; Sixty Nine Thousand Three Hundred and Ten (\$69,310.00) Dollars.

Acknowledged and Approved:  
Carroll County Commissioners

*Daigh Bullock*  
*David Johnson*  
*A. Kersey*  
Date: 8/23/14

Total Contract Price for all work as outlined above is; Five Hundred Thirty Six Thousand Two Hundred and Ten (\$536,210.00) Dollars.

**Contract Documents;**

- a) This Letter of Agreement dated July 30, 2014
- b) Scope of Work entitled "Demolition of One or Two Wings and Subsequent New Exterior Wall Refill" included with Request for Proposal, 2 pages. EXHIBIT "A"
- c) Large scale drawing (sheet 2) dated August 1, 1967. EXHIBIT "B"
- d) Scope of Work entitled "Reroof of the Core Area (Approx. 8,000 sq. ft. +/-)" included with Request for Proposal, 1 page. EXHIBIT "C"
- e) Sketch of Roof Plan marked up to show area of new reroof. This Sketch also shows the two building wings to be removed. EXHIBIT "D"
- f) Scope of Work entitled "Laundry Area Improvements" included with Request for Proposal, 2 pages. EXHIBIT "E"
- g) Hand drawn sketches of the Laundry Area, one existing and one proposed, 2 pages. EXHIBIT "F"

**Insurance;**

Certificate of Insurance, Excel Standard Form covering General Liability, Workman's Compensation, Business Automobile and Umbrella coverage shall be submitted within three business days of the execution of this agreement.

**Commencement and Completion;**

Work shall commence on or before August 11, 2014 and shall be complete on or before December 1, 2014.

**Payment;**

Progress Payments shall be submitted monthly on AIA G703 and G702 Application for Payment forms, retainage of 5% shall apply; payment from Owner to Contractor within fourteen (14) days of receipt of Application for Payment.

**Acknowledged and Approved;**

Excel Construction Management

Michael Todd

Signed: Michael Todd

Date: 8-12-14

Carroll County Commission~~(s)~~

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

300.2000.100 UNEXP BAL-BUILDING PROJECT 01/01/2009 - 12/31/2015

SRT LEVEL30	SRT LEVEL30 DESC	FLD SOURCE JE ID	FLD DIRECTO RY CODE	FLD VEN CUS EXPL	FLD TRX DATE	FLD REF CHECK RECPT	FLD INVOICE	FLD AMOUNT	FLD STATUS DATE	FLD AUTHOR	FLD CLEARED
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-031414-600	4962	CONTROL TECHNOLOGIES, IN	031414	38487	77854	624.00	041414	HONSY	033114
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-092614-777	5273	EXCEL CONSTRUCTION MANAG	092614	40054	APPL 1-9-22-14	73,829.25	100914	HONSY	103114
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-101714-785	5273	EXCEL CONSTRUCTION MANAG	101714	40227	#2-10/15/14	177,987.25	110614	HONSY	103114
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-112114-840	5273	EXCEL CONSTRUCTION MANAG	112114	40523	11/12/14	123,709.50	120914	CHERYL	123114
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-011615-872	5273	EXCEL CONSTRUCTION MANAG	011615	41015	12-31-14	112,257.25	021215	HONSY	013015
300.2000.100	UNEXP BAL-BUILDING PROJECT	D-073115-079	5273	EXCEL CONSTRUCTION MANAG	073115	42509	REQUEST # 5	25,671.75	082515	CHERYL	083115
								<u>514,079.00</u>			



COUNTY of CARROLL

95 Water Village Road

P.O. Box 152

Ossipee, NH 03864-0152

BANK OF NEW HAMPSHIRE

PRELIMINARY for discussion 2017-03-31

No 040054

CHECK NO.

40054

DATE

AMOUNT

09/26/2014

40054

\$73,829.25

SEVENTY THREE THOUSAND EIGHT HUNDRED TWENTY NINE AND 25/100 DOLLARS

PAY

TO THE

ORDER OF

EXCEL CONSTRUCTION MANAGEMENT  
60 DEERTREES LANE  
NEWFIELDS NH 03856

TREASURER

COMMISSIONER

COMMISSIONER

⑈040054⑈ ⑆211770271⑆ 85102696 3⑈

COUNTY of CARROLL, 95 Water Village Road, P.O. Box 152, Ossipee, NH 03864-0152  
VENDOR 005273 EXCEL CONSTRUCTION MANAGEMENT 09/26/2014

No 040054  
CHECK 40054

FUND & ACCOUNT	P.O.#	INVOICE	DESCRIPTION	AMOUNT
300.2000.100		APPL 1-9-22-14	REQ #1-RENO @ MVNH	73,829.25
			TOTAL	73,829.25

Kathy Excel Const.

Work as Requisitioned  
is Satisfactory.  
Please Pay.

Thanks,  
Bob

Use

300, 2000, 100 Unexp.

Bldg Proj

per KG  
9/24/14

## APPLICATION AND CERTIFICATE FOR PAYMENT

SIMILAR TO AIA DOCUMENT G702

Page 1 of 2 pages

TO (OWNER): Mountain View Nursing Home  
Carroll County Complex  
County Farm Road  
Osippee, NH 03864

PROJECT: Renovations to Old Nursing Home  
Carroll County Complex  
County Farm Road  
Osippee, NH 03864

FROM (CONTRACTOR):

Excel Construction Management  
60 Deertrees Lane  
Newfields, NH 03856

VIA (ARCHITECT):

CONTRACT FOR: Construction

APPLICATION NO: 1  
PERIOD TO: 9-22-14  
EXCEL JOB NO.: 2014-11  
CONTRACT DATE: 08-27-2014

Distribution to:  
☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR  
☐ OTHER

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved previous months by Owner	Additions	Deductions
Total	0	0
Approved this month		
Number	Date Approved	
		0
Totals	0	0
Net change	0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR:

By: Michael R. Todd

Date: 9-22-14

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 499,510.00
2. Net change by Change Orders.....	\$ 0.00
3. CONTRACT SUM TO DATE (Line Total From Col. C-1 on G703).....	\$ 499,510.00
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 77,715.00
5. RETAINAGE:	
A. 5% of Completed Work	\$ 3,885.75
B. 0% of Stored Material	\$ 0.00
Total Retainage (line 5A + 5B or Total in Column I of G703).....	\$ 3,885.75
6. TOTAL EARNED LESS RETAINAGE.....	\$ 73,829.25
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$ 0.00
8. CURRENT PAYMENT DUE.....	\$ 73,829.25
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 425,680.75

State of: New Hampshire County of: Rockingham

Subscribed and sworn to before me this      day of      2014  
Notary Public:  
My Commission expires:     

AMOUNT CERTIFIED..... \$  
(Attach explanation if amount certified differs from the applied for.)

ARCHITECT/OWNER

By:      Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Insurance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



EXCEL CONSTRUCTION MANAGEMENT

CONTINUATION SHEET

SMH AR TO AIA DOCUMENT G703

PAGE 2 OF 3 PAGES

1. A Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 2. Tabulations below, amounts are stated to the nearest dollar.  
 3. The Column 1 on Contracts where variable retainage for line items apply.

APPLICATION NUMBERS: 1  
 APPLICATION DATE: 9-22-14  
 PERIOD TO: 9-20-14  
 PROJECT NUMBERS: 2014-11

PRELIMINARY - for discussion

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+H)	% G/C	BALANCE TO FINISH (C-G)	RETAINAGE	
			FROM PREV. APPLIC. (D+E)	THIS PERIOD						
Wing Demo & Wall Infills										
02070	Asbestos Removal	32,575	0	12,500		12,500	38%	20,075	625%	
02070	Building Demolition	136,000	0	0		0	0%	136,000	0	
02200	Earthwork	16,000	0	0		0	0%	16,000	0	
03100	Concrete Patch as required	1,600	0	0		0	0%	1,600	0	
04100	Masonry Veneer	18,900	0	0		0	0%	18,900	0	
06100	Carpentry	15,000	0	0		0	0%	15,000	0	
07100	Building Insulation	8,850	0	0		0	0%	8,850	0	
08100	Doors, Frames and Hardware	9,600	0	0		0	0%	9,600	0	
09250	Gypsum Wallboard Systems	18,000	0	0		0	0%	18,000	0	
09300	Flooring: Patch and Match	2,500	0	0		0	0%	2,500	0	
09500	Acoustical Ceiling: Patch & Match	2,500	0	0		0	0%	2,500	0	
09900	Painting: Patch & Match	4,500	0	0		0	0%	4,500	0	
15300	Sprinkler Cut & Cap	3,600	0	0		0	0%	3,600	0	
15400	Plumbing Cut and Cap	3,500	0	0		0	0%	3,500	0	
15500	HVAC Cut & Cap	4,550	0	0		0	0%	4,550	0	
16100	Electrical Cut and Cap	7,500	0	0		0	0%	7,500	0	
16700	Fire Alarm Cut and Cap	2,800	0	0		0	0%	2,800	0	
17200	Engineering	4,000	0	0		0	0%	4,000	0	
Laundry Facility										
02070	Asbestos Removal	3,840	0	3,840		3,840	100%	0	192	
02070	Select Demolition	2,920	0	2,920		2,920	100%	0	146	
03300	Concrete	3,450	0	3,450		3,450	100%	0	173	
06100	General Carpentry & Blocking	4,800	0	4,800		4,800	100%	0	240	
07100	Moisture treatment	600	0	600		600	100%	0	30	
08100	Doors, Frames and Hardware	3,220	0	3,220		3,220	100%	0	161	
09000	Finishes	9,320	0	8,600		8,600	92%	720	430	
15300	Sprinkler	1,485	0	1,485		1,485	100%	0	74	
15400	Plumbing	9,000	0	7,500		7,500	83%	1,500	375	
		\$330,610	\$0	\$48,915	\$0	\$48,915	15%	\$281,695	\$2,446	

PRELIMINARY - for discussion 2017.03.31

EXCEL CONSTRUCTION MANAGEMENT

CONTINUATION SHEET

SIMILAR TO AIA DOCUMENT G703

PAGE 3 OF 3 PAGES

A Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 Tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER:  
 APPLICATION DATE:  
 PERIOD TO:  
 PROJECT NUMBER:

PRELIMINARY - for discussion

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%	BALANCE TO FINISH (C1-G)	RETAINAGE	
			FROM PREV. APPLIC. (D+E)	THIS PERIOD						
Laundry Facilities (cont.)										
15500	Mechanical	\$5,600	0	4,600		\$4,600	82%	\$1,000	230	
16100	Electrical & Fire Alarm	5,000	0	3,900		3,900	78%	\$1,100	195	
Roofing Repair Project										
02070	Select Roofing Removals	2,000	0			0	0%	\$2,000	0	
07500	Metal Roofing Repairs	48,400	0			5,500	11%	\$42,900	275	
15500	Mechanical Cut & Patch	4,750	0			0	0%	\$4,750	0	
	General to all							\$0	0	
01000	General Conditions	\$1,000	0	5,100		0	10%	\$45,900	255	
01000	General Liability Insurance	4,700	0	4,700		5,100	106%	\$0	235	
17000	OH & Fee	\$6,450	0	5,000		5,000	9%	\$51,450	250	
SUBTOTAL PAGE 2 & PAGE 3		\$508,510	\$0	\$77,715	\$0	\$77,715	15.28%	430,795	3,886	

PRELIMINARY - for discussion 2017.03.31

COUNTY of CARROLL

95 Water Village Road

P.O. Box 152

Ossipee, NH 03864-0152

BANK OF NEW HAMPSHIRE

PRELIMINARY for discussion 20170331

N<sup>o</sup> 040227

CHECK NO.

40227

DATE

AMOUNT

10/17/2014

40227

\$177,987.25

ONE HUNDRED SEVENTY SEVEN THOUSAND NINE HUNDRED EIGHTY SEVEN AND 25/100  
DOLLARS

PAY

TO THE

ORDER OF

EXCEL CONSTRUCTION MANAGEMENT  
60 DEERTREES LANE  
NEWFIELDS NH 03856

TREASURER

COMMISSIONER

COMMISSIONER

⑈040227⑈ ⑆211770271⑆ 85102696 3⑈

COUNTY of CARROLL, 95 Water Village Road, P.O. Box 152, Ossipee, NH 03864-0152  
VENDOR 005273 EXCEL CONSTRUCTION MANAGEMENT

10/17/2014

CHECK

N<sup>o</sup> 040227  
40227

FUND & ACCOUNT	P.O.#	INVOICE	DESCRIPTION	AMOUNT
300.2000.100		#2-10/15/14	PROGRESS PYMT #2	177,987.25
			TOTAL	177,987.25



## APPLICATION AND CERTIFICATE FOR PAYMENT

SIMILAR TO AIA DOCUMENT G702

Page 1 of 2 pages

TO (OWNER): Mountain View Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

PROJECT: Renovations to Old Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

FROM (CONTRACTOR):

Excel Construction Management  
60 Deertrees Lane  
Newfields, NH 03856

VIA (ARCHITECT):

APPLICATION NO: 2  
PERIOD TO: 10-15-14  
EXCEL JOB NO.: 2014-11  
CONTRACT DATE: 08-27-2014

CONTRACT FOR: Construction

## CONTRACTOR'S APPLICATION FOR PAYMENT

## CHANGE ORDER SUMMARY

Change Orders approved previous months by Owner	Additions	Deductions
Total	0	0
Approved this month		
Number	Date Approved	
		0
Totals	0	0
Net change	0.00	

The undersigned Contractor certifies that to the best of his Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payments shown herein are now due.

CONTRACTOR:

By: Michael R. Tota

Date: 10-14-14

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM..... \$ 499,510.00  
2. Net change by Change Orders..... \$ 0.00  
3. CONTRACT SUM TO DATE (Line Total From Col. C-1 on G703)..... \$ 499,510.00  
4. TOTAL COMPLETED & STORED TO DATE..... \$ 265,070.00

5. RETAINAGE:  
A. 5% of Completed Work \$ 12,253.50  
B. 0% of Stored Material \$ 0.00

Total Retainage (line 5A + 5B or Total in Column I of G703)..... \$ 12,253.50

6. TOTAL EARNED LESS RETAINAGE..... \$ 251,816.50  
(Line 4 less Line 5 Total)  
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$ 73,829.25  
8. CURRENT PAYMENT DUE..... \$ 177,987.25  
(Line 6 from prior Certificate)

9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ 247,693.50  
(Line 2 less Line 6)

State of New Hampshire County of Rockingham

Subscribed and sworn to before me this day of

Notary Public  
My Commission expires:

2014

AMOUNT CERTIFIED..... \$  
(Attach explanation if amount certified differs from the applied for.)

ARCHITECT/OWNER

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

OK to pay.  
Bob Murray  
10/14/2014  
360.2000.100

# EXCEL CONSTRUCTION MANAGEMENT

## CONTINUATION SHEET

SIMILAR TO AIA DOCUMENT G703

PAGE 2 OF 3 PAGES

NA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

1. Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 10-14-14

PERIOD TO: 10-15-14

PROJECT NUMBER: 2014-11

PRELIMINARY - for discussion

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C I	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			FROM PREV. APPLIC. (D+E)	THIS PERIOD					
Wing Demo & Wall Infills									
02070	Asbestos Removal	32,575	12,500	20,075		32,575	100%	0	1,629
02070	Building Demolition	136,000	0	96,000		96,000	71%	40,000	4,800
02200	Earthwork	16,000	0	0		0	0%	16,000	0
03100	Concrete Patch as required	1,600	0	0		0	0%	1,600	0
04100	Masonry Veneer	18,900	0	0		0	0%	18,900	0
06100	Carpentry	15,000	0	1,880		1,880	13%	13,120	94
07100	Building Insulation	8,850	0	0		0	0%	8,850	0
08100	Doors, Frames and Hardware	9,600	0	0		0	0%	9,600	0
09250	Gypsum Wallboard Systems	18,000	0	0		0	0%	18,000	0
09300	Flooring Patch and Match	2,500	0	0		0	0%	2,500	0
09500	Acoustical Ceiling Patch & Match	2,500	0	0		0	0%	2,500	0
09900	Painting Patch & Match	4,500	0	2,000		2,000	56%	4,500	109
15300	Sprinkler Cut & Cap	3,600	0	2,100		2,100	60%	1,400	105
15400	Plumbing Cut and Cap	3,500	0	3,000		3,000	66%	1,500	150
15500	HVAC Cut & Cap	4,550	0	3,500		3,500	47%	4,000	175
16100	Electrical Cut and Cap	7,500	0	3,500		3,500	45%	1,550	63
16700	Fire Alarm Cut and Cap	2,800	0	1,250		1,250	45%	1,550	200
17200	Engineering	4,000	0	4,000		4,000	100%	0	
Laundry Facility									
02070	Asbestos Removal	3,840	3,840	0		3,840	100%	0	192
02070	Select Demolition	2,920	2,920	0		2,920	100%	0	146
03300	Concrete	3,450	3,450	0		3,450	100%	0	173
06100	General Carpentry & Blocking	4,800	4,800	0		4,800	100%	0	240
07100	Moisture treatment	600	600	0		600	100%	0	30
08100	Doors, Frames and Hardware	3,220	3,220	0		3,220	100%	0	161
09000	Furnishes	9,320	8,600	0		8,600	92%	720	420
15300	Sprinkler	1,485	1,485	0		1,485	100%	0	74
15400	Plumbing	9,000	7,500	0		7,500	83%	1,500	375
		\$330,610	\$48,915	\$133,805	\$0	\$182,720	55%	\$147,890	\$9,136

PRELIMINARY - For discussion 2017.03.31

# EXCEL CONSTRUCTION MANAGEMENT

## CONTINUATION SHEET

SIXTH AIR TO AIA DOCUMENT G703

PAGE 3 OF 3 PAGES

1. A Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 2. In calculations below, amounts are stated to the nearest dollar.  
 3. Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER:  
 APPLICATION DATE:  
 PERIOD TO:  
 PROJECT NUMBER:

PRELIMINARY - for discussion

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C1	BALANCE TO FINISH (C-I-G)	RETAINAGE	
			FROM PREV. APPLIC. (D-F)	THIS PERIOD						
	Laundry Facilities (cont.)									
15500	Mechanical	\$5,600	4,600	0	0	\$4,600	82%	\$1,000	230	
16100	Electrical & Fire Alarm	5,900	3,900	0	0	3,900	78%	\$1,100	195	
	Roofing Repair Project									
02070	Select Roofing Removals	2,000	0	1,250	1,250	1,250	63%	\$750	63	
07500	Metal Roofing Repairs	48,400	5,500	24,000	24,000	29,500	61%	\$18,900	1,475	
15500	Mechanical Cut & Patch	4,750	0	1,800	1,800	1,800	38%	\$2,950	90	
	General to all							\$0	0	
01000	General Conditions	51,000	5,100	14,000	14,000	19,100	37%	\$31,900	935	
01000	General Liability Insurance	4,700	4,700	0	0	4,700	100%	\$0	235	
17000	Off & Fee	\$6,450	5,000	12,500	12,500	17,500	31%	\$38,950	875	

PRELIMINARY - for discussion 2017.03.31



COUNTY of CARROLL

95 Water Village Road

P.O. Box 152

Ossipee, NH 03864-0152

BANK OF NEW HAMPSHIRE

PRELIMINARY - for discussion 2017.03.31

54-7027/2117

No 40523

CHECK NO 40523

DATE

11/21/2014

40523

AMOUNT

\$123,709.50

ONE HUNDRED TWENTY THREE THOUSAND SEVEN HUNDRED NINE AND 50/100 DOLLARS

PAY

TO THE

ORDER OF

EXCEL CONSTRUCTION MANAGEMENT  
60 DEERTREES LANE  
NEWFIELDS NH 03856

TREASURER

COMMISSIONER

COMMISSIONER

AUTHORIZED SIGNATURE

⑈040523⑈ ⑆211770271⑆ 85102696 3⑈

COUNTY of CARROLL 95 Water Village Road P.O. Box 152 Ossipee, NH 03864-0152  
VENDOR 003273 EXCEL CONSTRUCTION MANAGEMENT 11/21/2014

CHECK No 40523

FUND & ACCOUNT	P.O.#	INVOICE	DESCRIPTION	AMOUNT
300.2000.100		11/12/14	PROGRESS PYMT #3	123,709.50
			TOTAL	123,709.50

## APPLICATION AND CERTIFICATE FOR PAYMENT

SIMILAR TO AIA DOCUMENT G702

Page 1 of 2 pages

TO (OWNER): Mountain View Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

PROJECT: Renovations to Old Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

FROM (CONTRACTOR):

Excel Construction Management  
80 Deertrees Lane  
Newfields, NH 03856

VIA (ARCHITECT):

APPLICATION NO: 3  
PERIOD TO: 11-12-14  
EXCEL JOB NO.: 2014-11

CONTRACT FOR:

Construction

CONTRACT DATE: 08-27-2014

Distribution to:  
☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR  
☐ OTHER

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	Additions	Deductions
Total	0	0
Approved this month		
Number	Date Approved	
		0
	Totals	0
	Net change	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Michael R. ToddDate: 11-12-14

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 499,510.00
2. Net change by Change Orders.....	\$ 0.00
3. CONTRACT SUM TO DATE (Line Total From Col. C-1 on G703).....	\$ 499,510.00
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 395,290.00
5. RETAINAGE:	
A. 5% of Completed Work	\$ 19,754.50
B. 0% of Stored Material	\$ 0.00
Total Retainage (line 5a + 5b or Total in Column I of G703).....	\$ 19,754.50
6. TOTAL EARNED LESS RETAINAGE.....	\$ 375,525.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$ 251,810.00
8. CURRENT PAYMENT DUE.....	\$ 123,709.50
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6).....	\$ 123,984.50

State of: New Hampshire County of: RockinghamSubscribed and sworn to before me this day of

, 2014

Notary Public:  
My Commission expires:

AMOUNT CERTIFIED.....  
(Attach explanation if amount certified differs from the applied for.)

\$

ARCHITECT/ OWNER

By: \_\_\_\_\_

Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

300.2000.160  
\$123,709.50  
Progress Pymt #3  
#5273

OK to pay  
Bob Murray  
11/11/14

EXCEL CONSTRUCTION MANAGEMENT

CONTINUATION SHEET

SIMILAR TO AIA DOCUMENT G703

PAGE 2 OF 3 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 3

Contractor's signed Certification is attached.

APPLICATION DATE: 11-10-14

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 11-12-14

Use Column I on Contracts where variable retainage for line items apply.

PROJECT NUMBER: 2014-11

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% G/C1	BALANCE TO FINISH (C-G)	RETAINAGE 5%
			FROM PREV. APPLIC. (D+E)	THIS PERIOD					
Wing Demo & Wall Infills									
02070	Asbestos Removal	32,575	32,575	0		32,575	100%	0	1,629
02070	Building Demolition	136,000	96,000	40,000		136,000	100%	0	6,800
02200	Earthwork	16,000	0	16,000		16,000	100%	0	800
03100	Concrete Patch as required	1,600	0	1,600		1,600	100%	0	80
04100	Masonry Veneer	18,900	0	0		0	0%	18,900	0
06100	Carpentry	15,000	1,880	6,500		8,380	56%	6,620	419
07100	Building Insulation	8,850	0	4,850		4,850	55%	4,000	243
08100	Doors, Frames and Hardware	9,600	0	6,500		6,500	68%	3,100	325
09250	Gypsum Wallboard Systems	18,000	0	9,000		9,000	50%	9,000	450
09300	Flooring; Patch and Match	2,500	0	0		0	0%	2,500	0
09500	Acoustical Ceiling; Patch & Match	2,500	0	0		0	0%	2,500	0
09900	Painting; Patch & Match	4,500	0	0		0	0%	4,500	0
15300	Sprinkler Cut & Cap	3,600	2,000	1,600		3,600	100%	0	180
15400	Plumbing Cut and Cap	3,500	2,100	1,400		3,500	100%	0	175
15500	HVAC Cut & Cap	4,550	3,000	1,550		4,550	100%	0	228
16100	Electrical Cut and Cap	7,500	3,500	3,000		6,500	87%	1,000	325
16700	Fire Alarm Cut and Cap	2,800	1,250	1,550		2,800	100%	0	140
17200	Engineering	4,000	4,000	0		4,000	100%	0	200
Laundry Facility									
02070	Asbestos Removal	3,840	3,840	0		3,840	100%	0	192
02070	Select Demolition	2,920	2,920	0		2,920	100%	0	146
03300	Concrete	3,450	3,450	0		3,450	100%	0	173
06100	General Carpentry & Blocking	4,800	4,800	0		4,800	100%	0	240
07100	Moisture treatment	600	600	0		600	100%	0	30
08100	Doors, Frames and Hardware	3,220	3,220	0		3,220	100%	0	161
09000	Finishes	9,320	8,600	720		9,320	100%	0	466
15300	Sprinkler	1,485	1,485	0		1,485	100%	0	74
15400	Plumbing	9,000	7,500	1,500		9,000	100%	0	450
		\$330,610	\$182,720	\$95,770	\$0	\$278,490	84%	\$52,120	\$13,925

PRELIMINARY - for discussion 2017 03 31



EXCEL CONSTRUCTION MANAGEMENT

CONTINUATION SHEET

SIMILAR TO AIA DOCUMENT G703

PAGE 3 OF 3 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER:

APPLICATION DATE:

PERIOD TO:

PROJECT NUMBER:

A	B	C	D		E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%	G/C1	BALANCE TO FINISH (C1-G)	RETAINAGE
			FROM PREV. APPLIC. (D+E)	THIS PERIOD						
15500	Laundry Facilities (cont.) Mechanical Electrical & Fire Alarm	\$5,600	4,600	1,000		\$5,600	100%		\$0	280
16100		5,000	3,900	1,100		5,000	100%		\$0	250
02070	Roofing Repair Project Select Roofing Removals Metal Roofing Repairs Mechanical Cut & Patch	2,000	1,250	0		1,250	63%		\$750	63
07500		48,400	29,500	4,800		34,300	71%		\$14,100	1,715
15500		4,750	1,800	2,950		4,750	100%		\$0	238
	General to all								\$0	0
01000	General Conditions	46,500	19,100	9,600		28,700	62%		\$17,800	1,435
01000	General Liability Insurance	4,700	4,700	0		4,700	100%		\$0	235
17000	OH & Fee	51,950	17,500	15,000		32,500	63%		\$19,450	1,625
SUBTOTAL PAGE 2 & PAGE 3		\$499,510	\$265,070	\$130,220	\$0	\$395,290	79.14%		104,220	19,765

COUNTY of CARROLL

95 Water Village Road  
P.O. Box 152  
Ossipee, NH 03864-0152

BANK OF NEW HAMPSHIRE PRELIMINARY for discussion 2017.03.31

No 42509

CHECK NO.  
42509

DATE

AMOUNT

07/31/2015

42509

\$25,671.75

TWENTY FIVE THOUSAND SIX HUNDRED SEVENTY ONE AND 75/100 DOLLARS

PAY

TO THE

ORDER OF

EXCEL CONSTRUCTION MANAGEMENT  
60 DEERTREES LANE  
NEWFIELDS NH 03856

TREASURER

COMMISSIONER

COMMISSIONER

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

042509 211770271 85102696 3

COUNTY of CARROLL, 95 Water Village Road, P.O. Box 152, Ossipee, NH 03864-0152

No 42509

VENDOR 005273 EXCEL CONSTRUCTION MANAGEMENT 07/31/2015

CHECK 42509

FUND & ACCOUNT

P.O.# INVOICE

DESCRIPTION

AMOUNT

300.2000.100

REQUEST # 5

FINAL ANNEX DEMOLI 25,671.75

TOTAL

25,671.75

# APPLICATION AND CERTIFICATE FOR PAYMENT

SIMILAR TO AIA DOCUMENT G702

Page 1 of 2 pages

TO (OWNER): Mountain View Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

PROJECT: Renovations to Old Nursing Home  
Carroll County Complex  
County Farm Road  
Ossipee, NH 03864

APPLICATION NO: 5

Distribution to:

PERIOD TO: 07-25-15

☐ OWNER

FROM (CONTRACTOR):

Excel Construction Management  
60 Deerpines Lane  
Newfield, NH 03855

VIA (ARCHITECT):

EXCEL JOB NO.: 2014-11

☐ ARCHITECT

CONTRACT FOR:

Construction

CONTRACT DATE: 08-27-2014

☐ CONTRACTOR

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	Additions	Deductions
Approved this month	0	0
Number	Date Approved	
1	12-31-2014	13,945
	Totals	13,945
	Net change	\$13,945.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *Michael R. Todd*

Date: 07-24-15

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 499,510.00
2. Net change by Change Orders.....	\$ 13,945.00
3. CONTRACT SUM TO DATE (Line Total From Col. C-1 on G703).....	\$ 513,455.00
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 513,455.00
5. RETAINAGE:	
A. 0% of Completed Work	\$ 0.00
B. 0% of Stored Material	\$ 0.00
Total Retainage (line 5a + 5b or Total in Column I of G703).....	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE.....	\$ 513,455.00
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$ 487,782.25
8. CURRENT PAYMENT DUE.....	\$ 25,672.75
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 0.00
(Line 3 less Line 8)	

State of: New Hampshire County of: Rockingham

Subscribed and sworn to before me this day of

2014

Notary Public: My Commission expires:

AMOUNT CERTIFIED..... *See Attached*

*25,671.75*

ARCHITECT/ OWNER

By: *Bob Murray*

Date: *7/28/2015*

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

*Final*

*Annex*

*demonition*

*300,000.*

*100*

*#5273*



Vendor Name.....	Number	Name in Directory file.....	Class
Date	Description.....	Amount	P.O. F/P Fund and Account.....
Bank CHECK			Account Description.....1099

EXCEL CONSTRUCTION MANA\$005273		EXCEL CONSTRUCTION MANAGEMENT		NO	
9/6/2014	ENB	40054 REQ #1-RENO @ MVNH	73,829.25	300,2000.100	UNEXP BAL-BUILDING PROJEC N
10/6/2014	ENB	40227 PROGRESS PYMT #2	177,987.25	300,2000.100	UNEXP BAL-BUILDING PROJEC N
11/1/2014	ENB	40523 PROGRESS PYMT #3	123,709.50	300,2000.100	UNEXP BAL-BUILDING PROJEC N
1/6/2015	ENB	41015 REQ#4 ANNEX DEMOLITION	112,257.25	300,2000.100	UNEXP BAL-BUILDING PROJEC N
EXCEL CONSTRUCTION MANA\$ 005273			487,783.25		
				** Vendor	
				Total	

## Retainage

$$\underline{25,672.75}$$

— Deduct  $\frac{\$}{\text{hr}}$

Total

513,456.00

Contract = 513,455.00

~~\$1 difference, I assume, is due to rounding...~~

Vendor Name.....	Number	Name in Directory file.....	Class	Account Description.....
Date Bank CHECK Description.....		Amount	P.O. F/P Fund and Account.....	1099

Report Totals: 487,783.25

VENDORS PRINTED: 1

RECORDS PROCESSED: 4

PRELIMINARY - for discussion 2017.03.31