

GRAFTON COUNTY COMMISSIONERS' MEETING  
Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Monday January 9, 2006

PRESENT: Commissioners Michael Cryans, William Gabler and Ray Burton, Executive Director Julie Clough, Representative Gionet and Secretary Jeri Martino.

The Meeting was called to order 9:15 AM

Nory Parr was in attendance as there was a plan to open the bids for the proposed Timber Cut. There was a showing of the lot on December 30, 2005. Ten loggers were present. The showing went well though the ground was very wet. 1/3 of the area borders a creek. According to Forester Parr, there is currently no way to cut or skid though the area and loggers are looking toward summer work. Forester Parr offered some options:

1. Have a lump sum sale where the wood is purchased but the cut date is pushed past the deadline. This will mean revenue could be entered into this year's budget while pushing the timber cut date later into the year. Whether or not this is an option that would be attractive to loggers is unknown as their money would be tied up with no product to show for it right away.
2. Another option would be to extend the deadline into the future and use a pay as you go scale. Drawbacks to this options would be the uncertainties of payment should a logger become dissatisfied with his purchase for any reason.
3. A final option would be to simply extend the deadline altogether and allow the loggers to resubmit bids that would allow them to cut in summer or fall.

Only two bids were received which made obvious the fact that the current situation for purchasing and cutting the timber was less than ideal. Discussions ensued regarding the fact that the revenues from the prospective timber cut have already been added into the farm budget and that \$20K will likely show as fairly large deficit in the farm budget if that proposed revenue is not added in. Executive Director Clough asked Forester Parr if he thought that there would be more bids if the deadline was extended, to which he answered yes. Since the conditions were not optimal for this cut and it would be in everyone's best interest to extend the deadline, the Commissioners made the following motion.

Commissioner Burton moved to choose not to open bids at this time and to re-open the bid process to extend the timber cut date until November of this year with a deadline bid date of February 6, 2006. New advertisements would be sent out and current bidders would be contacted for re-bidding. Commissioner Gabler seconded the motion. All were in favor.

Executive Director Clough stated the importance of communicating this change to the Delegation members who would be apt to question why this money did not make it into the farm budget for FY2006.

Chair Mike Cryans recognized Nancy Burton, a part time resident of E. Haverhill, who attended the meeting hoping to get a chance to express her opinion about the barn that was recently destroyed by a fire. Ms. Burton introduced herself and then said that she hoped that the Commissioners would consider restoring the barn as opposed to knocking it down. Commissioner Cryans said that no decisions had been made at this point as to the future of the structure. Commissioner Burton informed Ms. Burton that it was his desire to have a room set aside in the Administration building specifically for historical artifacts so that the public could visit and use the room for historical reference. The Commissioners thanked Ms. Burton for coming and for her interest in the value of the barn.

Executive Director Clough gave the Commissioners a brief rundown of the timeline of the fire and it's origin saying it was discovered at 7:20 PM on January 2<sup>nd</sup>, was dispatched and the Fire Department was here in six minutes of the tone. Many of the Department Heads were on site, including the Executive Director, Supt. Libby, Supt. Oakes, Farm Manager Kimball, Sheriff Dutile, and some of his deputies. Dietary Supervisor Dorothy Knott came in and set up a station for coffee and water for the firefighters.

The back right corner of the barn gave way due to all the water pouring on it and the bank gave way as well. There is no insurance coverage for the washout. A tractor was lost down the side of the bank.

The Executive Director is waiting on the full report from the Insurance Company and the Fire Marshal. It was decided without question that the responding Fire Departments would be publicly thanked for the phenomenal job they did.

Insurance adjusters have surveyed the damage and suggest that the remaining structure be removed as soon as possible. Coverage on the building amounts to \$295K and the contents coverage is \$107K, equipment is covered separately. Damaged tractors have been taken to Black Mount to be assessed and determined whether or not they're salvageable. There was \$12K damage done to the Pacifica which was housed in the barn and a rental vehicle has been secured in the meantime. State of NH DOT has loaned the farm a bucket loader so that Farm Manager Kimball can continue to operate.

Sheriff Dutile, Dispatch Director Andross and Maint. Supt. Oakes arrived to discuss the moving of Dispatch Center into the old Deeds space in the Courthouse. Commissioner Cryans thanked Sheriff Dutile and Supt. Oakes for their effort and support during the evening of the fire.

Director Andross updated the Commissioners on the progress of the proposed move to the old Deeds area, saying that the Maintenance Department had done what they needed to do in the area, including adding an outside wall emergency door and asbestos abatement, so the area was just about ready to move into. Ossipee Mountain, the current equipment contractor, has advised against attempting to connect the existing CEB (Central Electronics Bank) to the proposed dispatch location due to the increased length of cabling required which would most likely impact performance of the radio console equipment. In speaking with Ossipee Mountain

Electronics, it was determined that a new tower would need to be erected on the northern side of the courthouse, enabling movement of all the radio equipment from the basement level of the courthouse to the new dispatch area. Erection of a new tower would eliminate interference issues with the existing tower as multiple transmit and receive antennas are too close together. The new tower will be 120' tall.

A fourth dispatch console position will also be added for future use.

Director Andross said that security will be much better in this new area and the additional space is much needed.

Commissioner Burton asked if any FEMA or NH Highway Safety money had been looked into. Sheriff Dutile said that they had applied for FEMA money for the tower itself. Commissioner Burton then asked if the tower met all regulations and Director Andross said that they will be seeking a building permit from the town of Haverhill. Commissioner Burton asked if Dispatch was planning to add a fourth person and Director Andross stated that that would probably be necessary sometime down the road as there are currently 61 agencies that are directly dispatched, which does not include agencies that are not signed up, such as forestry, FBI and other federal agencies. Those dispatches are done gratuitously albeit not often.

Estimated cost for the proposed move comes to \$307,769. The question of where the money was to come from was then posed to Executive Director Clough. The Executive Director noted that there was \$112K in the Dispatch Reserve account and \$215K carried over as encumbrance. There was also \$153K in the cash account from the \$14M project. If money is to come out of the reserve account, a full Delegation vote would be needed.

Commissioner Burton stated for the record that he was disgusted by the poor response to Hurricane Katrina and for the miners who were recently trapped. That being said, Commissioner Burton moved to support the move from the existing Dispatch area into the old Deeds area and for going forth with the project which will ultimately offer better dispatch response to the communities.

Commissioner Gabler seconded the motion. All were in favor.

In order to get the ball rolling, it was decided that the Commissioners could authorize the purchase of the tower, electronic equipment and fourth console which totaled \$159,082. The question was then raised as to whether or not the electrical equipment purchase would go out to bid or be awarded to Ossipee Mountain.

Commissioner Gabler asked if there were any other companies in the area who were capable of bidding on the project. Sheriff Dutile said that there probably were other companies that could bid on the project but both the Sheriff and Director Andross agreed that Ossipee Mountain would be the best choice and highly recommended them for the following reasons:

1. There is an existing maintenance agreement with Ossipee Mountain already in place.
2. Dispatch has had excellent experiences with the quality of their work and their dedication to the product and to the maintenance agreement.
3. Ossipee Mountain is the only local dealer for equipment that is fully compatible with the existing equipment.

With that recommendation in mind, Commissioner Burton moved to waive the bid process and

award the electrical equipment contract to Ossipee Mountain Electric for a fee of \$159,082. Motion was seconded by Commissioner Gabler. All were in favor.

Commissioner Gabler asked what would happen with the old equipment. Sheriff Dutile said that it would be kept in case of emergencies as there really is no recycling of used antennae. Rep. Gionet suggested that perhaps the Sheriff's Department could look into the possibility of working out an agreement with a cell company for the construction of a tower and leasing it back to them for revenue. This idea will be looked into.

Commissioner Burton requested that the Sheriff, Director Andross and the Executive Director seek any or all federal or state monies available to help with this project.

Donna Lane and Rob Riley arrived for the Public Hearing on the Community Development Block Grant Project.

Commissioners Cryans Opened the Public Hearing at 10:42

Informational packets were handed out with the following information:

Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. Grafton County is eligible for \$500,000 a year for public facility/housing rehabilitation, and economic development projects, as well as emergency funds. Feasibility Study funds are available for up to \$12,000 per year.

Purpose of Community Development Block Grant funding request:

A proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant (CDBG) funds. The County will retain \$10,000 for administrative costs and will subgrant up to \$490,000 of the funds to Community Loan Fund (CLF). CLF will use the Microenterprise funds for the Microcredit Program. The project funds will be used for training of low and moderate income persons engaging in business development.

This project conforms with Grafton County's Housing and Community Development Plan's Goal of encouraging economic development.

Funding request: up to \$500,000

Public comments were called for; as no members of the public were present, the Public Hearing was closed.

Commissioners Cryans Opened the Public Hearing at 10:43

The Housing and Community Development Plan was discussed: The HCDP outlines long and short term goals in housing and community development for Grafton County. This plan has

been adopted in the past. No changes are proposed except for making any dates noted current. This project conforms with the County's goal of encouraging economic development.

Public comments were called for; as no members of the public were present, the Public Hearing was closed.

Commissioners Cryans Opened the Public Hearing at 10:44

Ms. Lane went over the Residential Antidisplacement and Relocation Assistance Plan. Although this project does not involve any displacement or relocation of persons (or businesses), if the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Public comments were called for; as no members of the public were present, the Public Hearing was closed.

Commissioners Cryans Opened the Public Hearing at 10:45

Ms. Lane then Discussed the progress of the 2005 Microenterprise project. The project has serviced its goal of 100 low and moderate income persons. It has, once again, been quite successful in reaching its goals.

Public comments were called for; as no members of the public were present, the Public Hearing was closed.

Commissioner Burton motioned to adopt the Housing and Community Development Plan, which was seconded by Commissioner Gabler. All were in favor.

Commissioner Gabler motioned to adopt the Residential Antidisplacement and Relocation Assistance Plan, which was seconded by Commissioner Burton. All were in favor.

Commissioner Burton motioned to approve the submittal of the application and vote to authorize the Chairman to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman to execute any documents which may be necessary to effectuate the CDBG contract, which was seconded by Commissioner Gabler. All were in favor.

Commissioner Cryans signed the request for withdrawal of money.

Public Meeting adjourned at 10:52

Commissioner Burton noted that he would hope to take some action at the next Board of Commissioners meeting regarding the status of the old Commissioners building.

Commissioner Burton noted that Attorney Pat Hayes will receive the Pro Bono award. Atty. Hayes is a committee member of the Barbara B. Hill Fun(d).

11:00 AM – The Commissioners went down to the conference room in the UNH Cooperative Extension Office to hear a proposal from the Grafton County Master Gardeners regarding their plan for the grassy area between the old Commissioners building and the Courthouse. Nursing Home Administrator Eileen Bolander and Maintenance Supt. Jim Oakes were also in attendance.

Ginny DiFrancesco introduced herself as the Director for the Master Gardener Program. There are approximately 30-40 Master Gardeners in Grafton County. The program runs ten weeks and the gardeners are required to give back 45 hours in volunteer time. In order to stay active, 15 more hours per year are required.

The gardeners present were:

- Dick Flanders/Plymouth
- Tabitha Coykendal/Wentworth (intern gardener)
- Pam Abernathy/Franconia
- Jane O'Donnell/Littleton

Master Gardeners who were not present:

- Kareen Hamilton/Lincoln
- Deb Jorgenson/
- Scott Rice/No. Woodstock

Jane O'Donnell reviewed the PowerPoint Presentation and plans for the area, which included pathways, raised beds, drought tolerant plants, trees and both a memorial and a sensory garden. A large drawn plan of the area was also produced for viewing. The garden will incorporate walkways wide enough for wheelchairs for the nursing home residents. Birch trees and Lilac bushes were considered. Commissioner Cryans noted that it would be a great area to continue on a wellness plan for the employees of Grafton County.

The Commissioners were very supportive of the ideas and believed that a garden would be an excellent addition to the area. The suggested plan will be reviewed at the upcoming public Long Range Planning Meetings that are being held this week. Further investigation into the plan will continue.

Commissioner Cryans thanked Ms. DiFrancesco and the Master Gardeners for their time and all the effort they put into the planning of the new garden area.

\*12:15 PM – Commissioner Burton moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Gabler seconded the motion. All were in favor.

12:20 PM – Commissioner Gabler moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Burton seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Burton moved to approve the minutes from December 19, 2005, which was seconded by Commissioner Gabler who noted a correction on the last page. All were in favor of the minutes as corrected.

The Commissioners signed the check registers.

The Commissioners reviewed the GCDoC Superior Court Report.

Executive Director Clough informed the Commissioners of a promotion in the Sheriff's Department.

The Commissioners signed a planned sponsor agreement between Grafton County and HealthTrust.

Executive Director Clough informed the Commissioners that per the federal government, the mileage rate has decreased. Since the county has always followed their recommendation, Commissioner Burton moved to adopt the new mileage rate of 44.5, as of January 1, 2006, which was seconded by Commissioner Gabler. All were in favor.

Executive Director Clough presented a request for a letter of support to the Grafton County Senior Citizen's Council in their quest for a new vehicle. The Commissioners signed the support letter.

The Executive Director informed the Commissioners that the NACo conference will be held March 4-8 this year and asked the Commissioners if they were interested in attending. Commissioner Gabler will check his schedule and consider the conference.

Thank you letters had been received from the American Red Cross. One was for the donation to Hurricane Katrina, which also involved the donation from the employees and the other was for the donation to those in the southern New Hampshire flood.

A donation was received from the Byrne Foundation to the Barbara B. Hill Fun(d) in the amount of \$5000.

A request from the Lebanon Parks and Recreation to the Barbara B. Hill Fun(d) was received which stated that there were five children who had participated in programs but could not pay the fees. The total amount came to \$2560. Lebanon Parks and Recreation requested assistance from the BBH Fun(d). The Commissioners agreed to award \$50 per child for payment.

Executive Director Clough presented the Commissioners with the audit engagement letter from Mason & Rich stating the cost of the audit would be \$19,634 for a general audit and \$3,450 for a single audit. Commissioner Burton moved to contract with Mason & Rich for the proposed amount, which was seconded by Commissioner Gabler. All were in favor.

Executive Director Clough informed the Commissioners of an impending lawsuit which names the Sheriff's Dept. and the County Attorney's Office in a right to know lawsuit, brought forth by the father of Maura Murray. Atty. St. Hilaire has already put in writing that the Attorney's Office has no information. The Executive Director was referred to Devine and Millimet for council and as it turns out, the Attorney General's Office is willing to represent all those named in the case, so no further action is needed at this point.

The Commissioners signed a proclamation for a retiree.

The Commissioners signed a letter to Coos and Sullivan Counties regarding the inquiry of a collaborative effort to build a new Correctional Facility.

Commissioner Cryans and Gabler attended a Commissioners Council Meeting on January 6, 2006 wherein new officers were elected.

Being no further business, the meeting adjourned at 12:52 PM

---

Raymond S. Burton, Clerk