

GRAFTON COUNTY COMMISSIONERS' MEETING
Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Monday February 13, 2006

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

EXCUSED: Ray Burton

The Meeting was called to order 9:07 AM

George Morris and Joel Dupuis from Registry of Deeds were present so that the Commissioners could present G. Morris with a monetary award of \$200. for his innovative idea of adding wireless internet service into in the Registry of Deeds. The wireless service was installed a week or so ago and will allow anyone with wireless access to go online. As the first recipient, Mr. Morris receives this award as part of the innovation program that was implemented last year. Commissioner Cryans noted that he hoped the award would stimulate others to creatively think of new ways to improve county operations. The Commissioners congratulated Mr. Morris.

Commissioner Gabler moved to accept the minutes from February 6, 2006 and was seconded by Commissioner Cryans. There was a revision to the minutes. The Commissioners were in favor of accepting the minutes as revised.

The Commissioners signed the check registers.

The Commissioners reviewed the Superior Court Report.

Commissioner Gabler moved to adopt the two resolutions of Certificate of Vote, which was seconded by Commissioner Cryans. All were in favor.

The two resolutions are as follows:

RESOLVED: That this corporation enters into a contract with the State of New Hampshire, acting through its Department of Health and Human Services, Division of Public Health Services.

RESOLVED: That the Executive Director is hereby authorized on behalf of this corporation to enter into said contract with eh State and to execute any and all document, agreements, and other instruments; and any amendments, revisions, or modification thereto, as he/she may deem necessary, desirable, or appropriate.

Commissioner Gabler, as Vice Chairman, signed the Certificate of Vote.

Executive Director Clough informed the Commissioners that she had received a call from St. Paul Travelers Insurance which is the re-insurer for The Local Gov't Center. Total estimate

from the insurance adjusters is \$650K thus far. The Local Gov't Center only covers the first \$500K and then St. Paul Traveler's takes over. Two adjusters came to the property to review the claim. The county has received approximately \$92-95K in payments for vehicles and mobile equipment. The content list has reached about \$100K so far according to the list put together from Department Heads who had items stored there.

Supt. Oakes is working on plans for the replacement building according to the needs of both Maintenance and the Farm.

Executive Director Clough met with the three local Fire Department Chiefs, the Supervisor from Woodville Water and Light, Howard Hatch and several Department Head. They discussed concerns that came to light the night of the fire. One of the main concerns was about the fire load of the County Complex in terms of water usage. The group discussed different possibilities. Executive Director Clough has contacted LGC to see if they can determine what might be needed in terms of water usage. She was also going to check into the possibility of DES money available. The hydrants on the property will need to be flow tested at some point.

Sheriff Dutile and Director of Dispatch Tom Andross arrived for the opening of the 2006 Crown Victoria Cruiser bids. Commissioner Cryans opened the bids with the following results:

Hillsboro Ford	\$20,298.00
Gateway Motors	\$20,424.60
The Irwin Zone	\$20,780.00
Meredith Ford	\$20,953.86
Flanders & Patch	\$21,300.00

Commissioner Gabler moved to accept the bid of \$20,298 each, from Hillsboro Ford for the purchase of three Crown Victoria Cruisers, which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed a grant application to the New Hampshire Highway Safety Agency for the "Click It" seatbelt enforcement grant for the Sheriff's Department.

Sheriff Dutile and Director Andross asked the Commissioners for their support in re-establishing the alarm monitoring system in the new Dispatch Center. The Sheriff has received many requests from businesses who would like to be able to switch their current alarm monitoring systems directly over to the Dispatch Center, cutting out the middle man in what could be considered time sensitive situations. The Commissioners voiced concern as to the current alarm companies. Sheriff Dutile said that the only real competition would be TASCOS security, but again, he was answering direct request from banks who were not satisfied with their current alarm protocol. The Commissioners said then that they supported the alarm monitoring idea.

Farm Manager Kimball arrived and gave his report on the activities of the dairy operation. Milking 75, shipping 10 thousand pounds of milk for a price of \$14.68.

FM Kimball stated that he recently went to a seminar down in Manchester on Fruits and Vegetables and found it very informative. FM Kimball said he was also readying himself for the upcoming test on pesticide spraying.

Commissioner Gabler asked if the farm spread Bio-solids, to which FM Kimball replied in the negative, saying that there is plenty of fertilizer produced at the farm to use.

After having recently been visited by the State Veterinarian, Commissioner Cryans asked what the State Vet's impression was. FM Kimball said that the NH Vet. was very pleased with the operation saying overall it was very clean.

Commissioner Gabler asked if the Farm ever did any internships with 4-H'ers. FM Kimball said no, but that those programs were done through the UNH Extension Office.

Superintendent of Corrections, Glenn Libby arrived to give his report saying that the jail currently has 114 inmates in house and stated that he actually has no more room to put anyone, he is maxed out.

Supt. Libby updated the Commissioners on the night watchman situation saying that positions should be filled and finalized by the end of the week. Supt. Libby said he is looking into the clock checking system for the watchmen as he has gotten the old clocks from Supt. Oakes.

Supt Libby said that the renovation of the segregation area was just about complete, which would be a big help. Supt. Libby informed the Commissioners that he was working on the budget and indicated that due to the increase in population, there would be some increases in his budget.

Commissioner Cryans asked how the morale was at the jail and Supt. Libby replied that it was good.

*10:25 AM – Commissioner Gabler moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Cryans seconded the motion. All were in favor.

10:35 AM – Commissioner Gabler moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Cryans seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Gabler moved to accept the recommendation from Supt. Libby for the suspension of two Correctional Officers for a period of three and a half days without pay. and was seconded by Commissioner Cryans. No further action was necessary. All were in favor.

Commissioner Cryans informed Supt. Libby that he was contacted by someone who was interested in volunteering for the Threshold Program. He forward that information to Admin. Asst. B. Paronto.

Nursing Home Administrator Eileen Bolander arrived to give her report. Census is at 130 which is the highest it's been in Eileen's tenure. Many of those residents are Medicare Part A which are usually short term but paperwork intensive.

NHA Bolander asked the Commissioners to sign the Administration Manuals which cover administrative practices, operations, environmental and personnel issues. Manuals are available for anyone to review.

NHA Bolander informed the Commissioners that the Air Conditioning in the kitchen is not completed yet and is concerned that it won't be done before the hot weather hits. Executive Director Clough said that she will speak with HP Cummings and try to get a completion date. She will also speak with Supt. Oakes and see if he has been in communication with VT Mechanical.

NHA Bolander said that the PDA's are being used in some areas and that the full system will be up and running by May 1, 2006.

NHA Bolander is a on the Quality of Life Committee along with Sheriff Dutile and the committee is looking at all types of emergency situations. They will be meeting with Town of Haverhill Manager, Glenn English and Paul Hatch from State of NH Bureau of Emergency Management.

NHA Bolander informed the Commissioners that the Nursing Home was unable to collect money for a resident's stay and that insurance had only covered a portion of the accumulated charges. NHA Bolander contacted the insurance company but was unable to receive any additional compensation. The resident's wife was also contacted to pay the balance and after some lengthy discussions and financial evaluations, it was determined that she was unable to pay the balance and is considered unemployable. The resident is now covered by Medicaid and Medicare so there is no problem, but an outstanding balance of \$58K still remains. NHA Bolander asked the Commissioners for their approval to write off the amount as bad debt. The Commissioners and the Executive Director agreed that if all avenues of repayment were exhausted and there was not feasible way for the spouse to pay the balance, then the money should be written off.

Supt. Oakes arrived to discuss his Maintenance Department Activities since last meeting. There was some discussion about the changes in the County Attorney's Office regarding what the Fire Marshal said about locking the exit doors. Executive Director Clough asked if she should set up a meeting with the Atty's Office and find out exactly what they had in mind for a plan. The Commissioners suggested a visit to their office to see what their plan was.

Supt. Oakes reviewed specific issues that needed to be addressed. One issue was that the phone/server room in the nursing home was in need of an air conditioning unit to cool it as the temperatures are way too hot in there for computer equipment.

On another note, the main sewer grinder gears have died and Supt. Oakes is waiting for a delivery of new parts which should arrive any day.

Lastly, there has been sand and gravel found in the sewer grinder leading Supt. Oakes to think that there may be a break in a line somewhere that is allowing the debris in. This will have to be checked..

Human Resource Director Joanne Mann arrived with her report. There have been 15 new hires and 13 terminations, including one from an LNA who simply let her license lapse.

- ❖ The RDS application has been accepted by Medicare
- ❖ HRD Mann's budget is almost done.
- ❖ HRD Mann attended a job fair in Littleton and was disappointed at the caliber of applicants.
- ❖ The people who handle the County's Life Insurance were recently here.
- ❖ Assistant K. Clough recently attended an Excel seminar

- ❖ HRD Mann has instituted a formal exit process for departing employees and a new packet for pending retirees.
- ❖ The wage study has been completed and a group will be going over mock scales.
- ❖ HRD Mann is looking at quotes from Harvard Pilgrim Insurance for Health Insurance through Primex.
- ❖ LGC has been contacted about the administration of the Flexible Benefit Plan.
- ❖ Two new compliance kits are being reviewed.

There will be no Commissioner's Meeting on the 20th due to Presidents Day.

Being no further business, the meeting adjourned at 12:00 PM

Raymond S. Burton, Clerk