

GRAFTON COUNTY COMMISSIONERS MEETING
Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday June 6, 2006

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

The Meeting was called to order at 9:20 AM

Commissioner Gabler moved to approve the minutes from May 22nd, which was seconded by Commissioner Burton. All were in favor

The Commissioners signed the check registers.

Commissioner Gabler moved to accept North Country Council as grant writer for the CDBG grant for the DRTC, which was seconded by Commissioner Burton. All were in favor.

Executive Director Clough had received a letter from Plymouth Elementary School regarding the Doug Diczno Fund, which was created when Mr. Diczno, a citizen of Plymouth and a graduate of Plymouth High School, was killed in Iraq. The fund will distribute money to underprivileged children so that they can participate in activities, much like the Barbara B. Hill Fund(s) does. The request was for a donation from the BBH Fund(s). After discussing it with the Commissioners, the decision was that the two funds are very similar and it didn't seem that one fund should be donating to another fund, so the Commissioners, believing that the Doug Diczno Fund was a worthy cause, opted to donate \$200 of County money. Commissioner Gabler moved to donate \$200 to the Diczno Fund, which was seconded by Commissioner Burton. All were in favor.

The Commissioners signed a corrected warrant for the CDBG grant for DRTC.

The Executive Director informed the Commissioners that she had received a notice from NACo saying that they were increasing their annual dues from \$682 to \$750.

Executive Director Clough informed the Commissioners that if any of them were planning to attend the NACo Annual Conference, August 4-8, that a Voters I.D. Form Registration would need to be filled out and signed by the Chair. Commissioner Gabler said that he was planning to attend the conference.

The Commissioners approved and signed the Abatement and Yield Taxes for Livermore.

A letter from the County of Stratford was received which reflected a unanimous vote for continued support of Micro-Credit New Hampshire.

Executive Director Clough informed the Commissioners of a thank-you letter from Paul Bonaparte-Krogh for the County's participation and help in the recent County Conversations event.

There will be a Graduation Ceremony at the Nursing Home on June 8th at 3:00 PM which Executive Director Clough will attend.

There will be a Volunteer luncheon on June 9th at 11:00 in the Activities Room at the Nursing Home. Commissioners Cryans and Gabler will attend.

Executive Director Clough informed the Commissioners of a meeting which she called on the topic of the safety and security in the Administration Building. After numerous discussions with the Joint Loss Management Committee, Executive Director Clough called the meeting together with Department Heads in the Administration Building, and Sheriff Dutile and as of June 12, 2006 the following will take place:

- There will be front door access only. Side doors will be locked and only those with keys will be allowed entrance via those doors.
- Visitor will use the Conference Room entrance in Extension for after hour meetings at the Cooperative Extension Office.
- Panic Alarms are being considered in certain key areas in the building.
- Employees will be required to wear identification badges while in the building.

Executive Director Clough asked if any of the Commissioners wanted a key to the building and Commissioner Gabler replied that he would like both a key and an I.D. tag.

There will be a Medicaid PSP transaction on June 27th. Amount of payment is not known yet.

The Commissioners reviewed the Superior Court Report.

In Superintendent Libby's stead, Executive Director Clough informed the Commissioners that the jail will be receiving ten female inmates from Belknap County in anticipation of Motorcycle week. According the Supt. Libby, the jail has adequate room for females and will be receiving \$20 a day per inmate per day for the stay.

Superintendent Libby is requesting out of state travel to go to St. Louis for the Drug Court and will be driving, which will not be paid for out of federal funds.

Commissioner Gabler moved to approve out of state driving travel for Supt. Libby, which was seconded by Commissioner Burton. All were in favor.

Executive Director Clough informed the Commissioners of the recent Jail Core Planning Committee Meeting, (of which Commissioner Gabler was unable to attend), saying they had come up with a list of people and or agencies to be on a newly formed Criminal Justice Steering Committee. It was the consensus among the Core Team that the Steering Committee be structured as follows:

Chaired by Superintendent Libby and Vice Chaired by an Elected Officer.

A Commissioner, the Executive Director, two State Representatives, T. Elliott, Sheriff Dutile, Atty. St. Hilaire, a Public Defender, Judges' Burling and Kelly, D. Cady, two Police Chiefs,

one from Haverhill one from Lebanon, a representative from the State Police, a Correctional Line Officer, Medical Personnel, two Service Providers, a Technical Representative,(Tom Andross), and one citizen from each Commissioner District.

The Criminal Justice Steering Committee is designed to help guide and plan for the best possible jail and the direction it should be taken in.

Commissioner Gabler was not present at the Core Meeting and although he agreed with the forming of the committee, said that he did not think that Supt. Libby should be the one to Chair the Committee, saying that he didn't want to sound self serving, but that he felt that he, a Commissioner, should hold the position of Chair, as it is important that the committee project a professional image as there will be judges and Representatives who sit on it. Commissioner Gabler said that it would be fine if Supt. Libby was Vice Chair. Executive Director Clough reiterated that it was the feeling of the Core Team, although Commissioner Gabler was not present, that it made the most sense for Supt. Libby to Chair the Steering Committee.

Commissioner Burton agreed that Commissioner Gabler should Chair the Committee.

Commissioner Cryans said that he knew that Supt. Libby had a passion for the building of the new jail and of course has worked directly with and in Corrections. Commissioner Gabler said he too had a passion and has spent time talking to Legislators in Concord regarding the project. Commissioner Cryans asked Commissioner Gabler if he thought it might perhaps effect the decisions made by the Board of Commissioners if he were to be an integral part of the Steering Committee, to which he said that it would not, noting that it would be similar to the role of being on any subcommittee.

The Commissioners then discussed adding citizens from each District and Commissioner Cryans said that each Commissioner should have the prerogative to suggest a name but if that didn't work out that there should be no real need to fill that position. Commissioner Burton said he thought that any voting citizen should be able to be on the committee. Commissioner Gabler said that the meetings would be open and anyone would be able to attend but he didn't think that all citizens attending should be given a vote on the committee.

Commissioner Burton asked if the committee was modeled after what the group had learned in Colorado and Executive Director Clough said that it was.

Commissioner Burton said that he high hopes that in three or four months, the committee did not come back to the Board of Commissioners and ask for more money that the proposed \$400K for this fiscal year.

Commissioner Burton motioned to approve the formation of a Criminal Justice Steering Committee, Chaired by Commissioner Gabler and Vice Chaired by Supt. Libby, that included the aforementioned list provided by the Executive Director, and that the Commissioners could optionally choose a person from their districts, or not, to sit on the Committee. Commissioner Gabler seconded the motion. All were in favor.

Superintendent Oakes arrived to present the Commissioners with his report, and handed a printed copy to each Commissioner. In short, the Dispatch Center is 95% completed. The stairs on the Admin building will be completely replaced this summer and fire evacuation plans have been posted in the Admin building. Supt. Oakes reviewed some of the other items on the list, which covered a period from April 11th to June 5th.

One of the main topics of discussion was the repair of the embankment and the construction of a new building where the fire destroyed the other.

Supt. Oakes reviewed the New Hampshire Qualification Based Selection process that he said he would like to follow in choosing both an architect and builder, saying that he didn't feel comfortable making those decisions without guidance. He also requested the formation of a committee, saying that he was not opposed to being the "Clerk of the Works", but that having a committee would be helpful.

There was much discussion about a committee, when the building could be built, when the bank would be repaired and whether or not it could be completed this year.

Commissioner Gabler said that the only problem following a QBS, is that it throws the cost factor out. Supt. Oakes said that it would be his preference to have a guidance tool and that tool can be modified with the understanding of keeping cost as a factor. Commissioner Cryans asked if this is something that could be done in the following months or put off. Supt. Oakes said that realistically, it would be good to get underway ASAP. Commissioner Burton said that he would like to see this project move forward.

There was no definitive decision as to a committee but Supt. Oakes will work together with Executive Director Clough.

Nursing Home Administrator Eileen Bolander arrive to give her report. She said that she is still currently working with Belknap County and Nancy Rollins of HHS to develop a long term comprehensive plan. Belknap is currently working to get rid of all their deficiencies and are in the process of hiring key people. They are still being fined for infractions but they're paying a fine of \$250 a day as opposed to \$6000 a day, which they paid for 30 days straight already.

NHA Bolander and the Nursing Home are working on intergenerational programs such as having the Woodsville Band and Chorus visit. There will be a Graduation Ceremony on the 8th for employees who are graduating this year.

NHA Bolander said that at the NH Assoc. of Counties Meeting, they were monitoring a situation regarding a line item removal from the Nursing Homes via Commissioner Stephen. County members would prefer to see the money dispersed and the State would prefer the money be returned.

NHA Bolander has been working on emergency planning measures at both a local and regional level and she is currently getting ready for the impending survey. NHA Bolander had recently attended the Governor's Summit in Manchester on the Avian Flu that she said was excellent.

Commissioner Burton said that he and Commissioner Cryans had recently visited Enfield and were approached by a brother and sister who had a parent in the Nursing Home, who commented as to how very pleased they were with their parent's stay here.

The current census is 130 with 8 on the waiting list.

~~*11:20 AM – Commissioner Gabler moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Burton seconded the motion. All were in favor.~~

*11:50 AM – Commissioner Burton moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Gabler seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Gabler motioned to terminate a Nursing Home employee, effective June 16, 2006, as recommended by the Nursing Home Administrator, Director of Nursing and the Human Resource Director, which was seconded by Commissioner Burton. All were in favor.

Commissioner Gabler noted that Grafton County is not a signature supporter for the National Guard and Reserve, and that it would be progressively positive if we were.

Commissioner Gabler moved to be a signature supporter of the National Guard and Reserve, which was seconded by Commissioner Burton. All were in favor.

Executive Director Clough said that the Collective Bargaining Unit had agreed to the following:

3% Cost of Living Increase and an Increase of Health Insurance Co-pays from 12% to 13% for this year only, with the stipulation that when they negotiate their full contract next year, they begin at 12% for negotiating purposes only. There will be no rollback to 12% for Bargaining Unit Employees.

Commissioner Burton moved to ratify the agreement with the Collective Bargaining Unit, which was seconded by Commissioner Gabler. All were in favor.

The Bargaining Unit will bring this proposal to their members for a full vote.

11:55 AM Commissioner Cryans excused himself for another engagement.

Human Resource Director Joanne Mann gave her report saying that there have recently been five terminations, some employees out on FMLA and five workers comp. claims. Vacancies are as follows:

- 1- Housekeeper – FTE
- 1- Billing Secretary – 20 hours
- 1- HR Clerk – FTE
- 7 – LNA's

The Grafton County Benefits Fair will be held June 7, 2006 at the Nursing Home. HRD Mann attended a job fair at Woodsville High along with Deputy Todd Eck and also attended another job fair in Littleton. HRD Mann has met with Dylan Smith from NCC to go over the needs of HR in regards to Long Range Planning, and has completed negotiations with the Bargaining Unit.

Humans Resources is currently very busy with the Personnel Policy Manual, Flex Benefits and Health Insurance. HRD Mann currently Chairs the newly resurrected Health Insurance Task Force and plans are underway to sponsor a wellness fair.

Commissioner Burton asked if all employees were informed about the availability of College Courses and Tuition Assistance, to which HRD Mann replied in the affirmative, saying that catalogues are available in the HR Office.

Being no further business, the meeting adjourned at 12:09 PM

Raymond S. Burton, Clerk