

GRAFTON COUNTY COMMISSIONERS' MEETING
Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Monday July 25, 2005

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

The Meeting was called to order 9:40 PM

The Commissioner of Corrections for the State of New Hampshire, Steve Curry, had come up to be a part of the grand opening of the Farm Stand, which took place at 9:00 AM. Commissioner Curry thanked the Grafton County Commissioners for inviting him and stated that he supports what the county is doing as far as the farm stand and the prisoner programs. He made a special point of commending Supt. Libby for being such a "work friendly" Superintendent.

The Commissioner briefly discussed some of the ongoing problems with corrections, including what difficulties they are having with the rising population of women, and how and where to house them. He noted that there was a different set of issues that come along with incarcerated females, more specifically, children of incarcerated women.

Commissioner Curry was thanked by everyone for his cooperation and teamwork, and he was on his way.

Supt. Libby presented the Commissioners with a bid waiver for the purchase of a cruiser, which was a leftover on the lot. The cruiser is equipped with all the necessary needs for corrections and will be used for transportation to work programs, doctor's appointments and administrative purposes. The cruiser will be purchased from Irwin Motors at a cost of \$21,387, which is only \$600 more than what the Sheriff's Dept. just paid for their new cruisers.

Commissioner Burton moved to waive the bid process and allow the Superintendent to purchase the cruiser. Commissioner Gabler seconded the motion. All were in favor.

Commissioner Burton asked Supt. Libby about tracking sales at the Farm Stand. Supt. Libby said that all items are being tracked as well as discounts. Prices were set last week that took into account the weekly Market Bulletin and the grocery stores. Supt. Libby noted that local farmer, David Keith, who will be opening his farm stand this week, has been a great help.

Commissioner Cryans gave Supt. Libby a list of statistics from Laura Cooley who is an acupuncturist in Orford.

Commissioner Cryans recognized Mr. Harold Brown who was in attendance, and asked if he had any specific issues. Mr. Brown commented that the Commissioners agenda had not been posted anywhere in the building and he thought it should be, but nothing other than that.

The Commissioner's agenda will now be posted on both bulletin boards in the building.

SHERIFF DEPT: Sheriff Dutile and Director of Communications, Tom Adross arrived to talk about the feasibility of moving into the old Commissioners building. To the best of their knowledge, the estimate for moving all the equipment would be around \$285K, which would include installing an antenna at the building. They will check into the possibility of there being some money from the State for this move because they would be moving into an existing building. Director Adross stated that there were security issues as well technical because it's a stand alone building.

Commissioner Burton commented that there needed to be some decision about what to do with that building. Commissioner Gabler suggested that a cost comparison should be done between moving to the old Commissioners' building and moving upstairs in the Courthouse. There was further discussion about whether the elevator would operate in the Courthouse if the power went out, since Director Adross has a person who is in a wheelchair. The concern then became evident as this could be a safety concern for everyone involved. The elevator question would be posed to the Maintenance Supt. The Sheriff and Director Adross will do some further investigation as to the cost comparisons.

NURSING HOME: Nursing Home Administrator Eileen Bolander arrived and presented the Commissioners with a reapplication for the facility. She informed the Commissioner that there was going to be a change in over the counter house stock medications, in that they will no longer be paid for. NHA Bolander has not done a cost analysis of what that means at this point.

NHA Bolander informed the Commissioners that the recent survey on the Nursing Home was mixed and that it would be between ten and fifteen days before she received the final report. One of the biggest infractions was the extreme heat in the kitchen. There may be a chance that OSHA would be contacted by the surveyors. The kitchen situation was discussed a little further and was being addressed by the Maint. Supt. and the Executive Director.

NHA Bolander informed the Commissioners that the Medicaid rate has increased to \$139.17 which would end up being approximately \$500K more a year.

The census as of today is 108.

Commissioner Cryans asked the Administrator about the NACO conference, which she said focused a lot on Medicaid D.

Commissioner Gabler asked NHA Bolander if she had any insight as to what happened in Carroll County as far as the decision to terminate their Nursing Home Administrator. NHA Bolander stated that her understanding was that most of the problem was due to personal issues and had to do with a friendship with the new Director of Nursing.

HUMAN RESOURCES: Human Resource Director Joanne Mann arrived and informed the Commissioners as to the current vacancies:

- 1-Maint Assistant
- 1-Dispatch Trainee
- 4-RN's
- 1-Part time Staff Coordinator
- 4- LNA's

Other events that took place over the last month were as follows:

A Benefits Fair was held on June 14, 2005 at the Nursing Home., HR Mann hosted the Human Resources Affiliates on June 17, 2005 and on June 21, 2005 she and her assistant Karen Clough attended training at Primex. Coming Events will be a billing seminar at Health Trust and training on Drug/Alcohol testing in Concord. Other projects are combining the Commissioner's Office personnel records with the Nursing Home records and the finalization of the employee manual.

Commissioner Burton asked if there was a big turnover in the Nursing Home. HR Mann stated that the biggest turnover is in dietary because of a "spare" position. There is talk on the table about adding a benefited position. Overall turnover is much less than in private homes.

Commissioner Gabler suggested that Human Resources have a recruitment table at the Open House in September.

Commissioner Burton asked if positions were posted with Employment Security and HR Mann said that they were with the exception of Corrections, because Supt. Libby does not want his jobs posted there. Commissioner Burton suggested that all jobs be posted with Employment Security, including Corrections.

MAINTENANCE: Supt. Jim Oakes presented the Commissioners with a breakdown of the Maintenance Department Activities for the past month. See Attached.

Commissioner Gabler asked Supt. Oakes if the generator at the Courthouse will operate the elevator should the power go out. Supt. Oakes was not sure but will check on it and report back.

The board discussed the declining condition of the cupolas on the barns, stating that something will need to be done in the near future. Commissioner Burton also requested that perhaps some of the scrub brush across from the Administration building could be cut out. Supt. Oakes will talk with Supt. Libby about having some of the inmates take care of that.

COMMISSIONER ISSUES:

Commissioner Burton moved to approve the minutes dated July 18, 2005, which was seconded by Commissioner Gabler. All were in favor.

The Commissioners signed the check registers.

Executive Director Clough presented the Commissioners with a request from Merrimack County for help with items for gift bags to give out, plus a significant donation for their silent auction. Commissioner Burton noted that if County money was to be used then items should reflect items made in Grafton County to promote business here. Executive Director Clough will secure items.

Executive Director Clough presented a request from Communications Director Andross asking that his earned time be allowed to accrue to 400 hours. There was some discussion regarding this issue.

Commissioner Gabler moved to approve this request with the understanding that anyone in this position should be encouraged to take time off. Commissioner Burton seconded the motion. All were in favor.

Executive Director Clough informed the Commissioners that Paul Aldrich had retired after 31 years of service to Grafton County and asked the Commissioners if they would authorize a monetary retirement bonus for over 30 year which had been done in the past.

Commissioner Burton moved to approve the bonus and was seconded by Commissioner Gabler. All were in favor.

A request had been made from a person taking the motorcycle training course at the Courthouse asking if could use the parking lot for training on his off time. It was decided that due to liability issues, the parking lot should only be used during training times. Executive Director Clough will inform the instructor.

The Commissioners signed the proclamation for Chip Brooks.

Commissioner Cryans had spoken to Clerk of the Court, Bob Muh and Judge Burling about having artwork displayed in the Courthouse. It was agreed that some artwork could be displayed in the main areas. The art will be a traveling show that will be available in October through Alumni Hall. Commissioner Cryans will set this up.

Commissioner Burton revisited the suggestion about forming a committee to plan for a new jail. There was discussion about who should be on the committee. It was noted that new facilities had recently been built in other Counties and perhaps the first thing to do would be to contact them for advise as to what worked, what didn't and what would they have done differently. Executive Director Clough will contact some people.

Being no further business the meeting was adjourned at 12:30 PM

Raymond S. Burton, Clerk