

## GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Tuesday January 23, 2007

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

Commissioner Cryans opened the meeting at 9:20 AM

Human Services Director Nancy Bishop arrived to discuss some information regarding her department.

A letter was received from HHS Commissioner Stephen which declared that the State will be conducting audits on incentive funds and how that money is spent. HSD Bishop said that Grafton County has always followed the rules properly in regard to the distribution of incentive funds and that there should be no problems with an audit. There was some discussion as to the need for an audit and how the incentive funds are allocated.

Commissioner Stephen has also written a letter to Marjorie Smith, chairman of the Fiscal Committee of the General Court regarding County practices regarding skilled care, dual cases and the federal requirements. HSD Bishop discussed some of the issues that the State is working on; particularly the need for computer updates and noted her frustration with the current system. HSD Bishop stated that the relationship between State HHS and the Counties is not all that great at present.

Commissioner Richards said that new legislator Carol Estes has an IT background and might be of assistance in this area.

HSD Bishop said that Grafton County Human Services could be looking at \$65-70K in computer upgrades in their budget once this whole thing is straightened out.

Commissioner Burton asked if a County IT person would be of help with the current HS software, to which HSD Bishop said that the new system would require programming which could be integrated between County and State and that's not what an IT person generally does. Executive Director Clough said that the County will be hiring an IT person specifically for the needs of the complex.

Another issue HSD Bishop brought up was the outstanding payment to DCYF, which is due to a specific billing issue that went back to 2000. HSD Bishop has been going over invoices and figuring out what should be paid and what is in question. So far HSD Bishop has reviewed \$27,800 of the \$42K invoice and has found some she is willing to pay and others that she is still disputing.

DCYF has now stated that they will supply a bill as the RSA states they have to but that they will not supply invoices for specific services, which is the current system used by the State and Counties. Counties are not in agreement with this decision.

Commissioner Cryans asked if a letter to Commissioner Stephen would help and HSD Bishop said that she would like to finish her review and then report back to the Commissioners with the final information first. Commissioner Burton said that he would like to have the RSA backup which covers this situation.

Commissioner Burton moved to approve the minutes from January 16, 2007, which was seconded by Commissioner Richards. All were in favor.

The Commissioners signed the check registers.

Executive Director Clough discussed the upcoming budget schedule.

### PUBLIC HEARING

John Freeman, Paul McGoldrick and Kim Tanner from NCIC arrived for the public hearing.

Commissioner Cryans called the public hearing to order at 10:10 AM

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 \$400,000 in Community Development Block Grant (CDBG) funds. The project funds will be used to rehab a building at the Littleton Area Learning Center to house to early child learning centers, KinderCenter and Headstart. This application will be for public facility and housing rehabilitation.

K. Tanner gave the Commissioners the site plan for their review, saying that the building will be licensed for up to 60 children between both the Kindercenter and Headstart and will be called the Littleton Learning Center Early Education Center.

The request is for the Commissioners to submit the application for a CDBG Housing Authority Loan for up to \$400K with matching funds/goods to be established.

Commissioner Burton asked what other pre-school programs exist in Littleton, to which K. Tanner said that Tri-County Cap has all the Headstart programs but there are other private programs, yet she did not have familiarity with them.

Commissioner Burton wanted it noted that he thought that the area should have adequate fencing from the drivers in the CDL program. K. Tanner said that there will be exterior walls which enter into a fenced in area.

K. Tanner said that the goal is to have the building open by July 1, 2007.

Funding request: up to \$400,000

Commissioner Cryans asked for public comments. No one from the public was in attendance.

Commissioner Cryans closed the public hearing.

Commissioner Cryans opened the second public hearing on the Residential Anti-displacement 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.

Commissioner Cryans asked for public comments. No one from the public was in attendance

Commissioner Cryans closed the public hearing.

Commissioners Cryans opened the third public hearing on the Housing and Community Development Plan.

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

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 Richards. All were in favor

Commissioner Richards moved to approve the submittal of the application and to authorize the Chairman to sign and submit the application, and upon approval of the CDBG application and to authorize the Chairman to execute any documents which may

be necessary to effectuate the CDBG contract, which was seconded by Commissioner Burton. All were in favor.

Commissioner Richards moved to adopt the Residential Anti-displacement and Relocation Assistance Plan, which was seconded by Commissioner Burton. All were in favor.

Bob Gasser, new Coordinator of the Grafton County Drug Court stopped by to say that he will be presenting a Drug Court Manual to the Executive Director for review. Commissioner Burton requested that the manual follow NH laws and that if challenged will fall into the edict of the law. Coordinator Gasser said that the manual will be reviewed by the Grafton County Attorney and will follow all laws.

In regard to the recent accident and hospitalization of a child of a Grafton County employee, who was not covered by insurance, Executive Director Clough recommended that a donation be sent to a fund that was set up specifically to help the family with medical bills.

Commissioner Cryans moved to donate \$2000, which was seconded by Commissioner Richards. All were in favor.

The Commissioners left for a meeting with Superintendent Libby and a tour of jail.

Supt. Libby reported in-house population at 123, with 18 being women.

Supt. Libby presented a letter for the signature of the Commissioners, requesting full funding of the Alcohol Fund in the Governor's budget, noting its importance to the Grafton County Facility and the programs it supports. Further discussion ensued regarding the fund and its necessity for rehabilitation programs. It was decided that a copy of the letter would also be sent to Grafton County representatives and to the State Senators.

Supt. Libby updated the Commissioners on the recent Meth Task Force project saying that a female ex-addict who had spent time in the Grafton County Facility was video taped and that it was a very effective taping. Her parents were also at the taping and were asked to participate. They too were taped but from a parent's perspective of an addicted child and the extended complications that ensue, which shed another light on the situation. Overall it was very enlightening and the tape will be ready in March.

Supt. Libby will be meeting with Coos County to discuss the future of their female inmates and will keep the Commissioners updated.

The Commissioners' toured the Jail.

The Commissioners left to go to the Nursing Home.

Nursing Home Administrator Bolander informed the Commissioners that the current census was 129.

NHA Bolander said that her staff would like to meet with Commissioner Richards in an informal setting to get to know her better.

NHA Bolander informed the Commissioners that an adult child of one her employees had passed away early this morning from injuries sustained in an automobile accident two weeks ago. Commissioners' informed NHA Bolander that they had voted earlier today to make a donation to the relief fund that has been established for her family.

Carroll County Nursing Home has been experiencing some difficulties with their new Administration and Maintenance and has asked NHA Bolander and Maint. Supt. Oakes to come for a visit and to offer recommendations. They will travel to Carroll County tomorrow.

NHA Bolander said that new federal regulations will be coming out soon and the County has 60 days in which to respond to them. Some of the new regulations are thought to have financial impact on both the State and County. Commissioner Cryans asked if it impacted the State more and that they (State) are not giving us what is needed. NHA Bolander said that there isn't a dramatic difference between what is needed and what is received.

NHA Bolander said that the new Medicaid rate for GC is the highest of all the Counties, which she chalks up to the institution of the new PDA system, which makes billing far more efficient.

NHA Bolander is beginning her work on the budget.

The new rehabilitation company, Synertex will take over on March 1<sup>st</sup>.

Commissioner Burton noted that he will be having breakfast with the Nursing Board and asked NHA Bolander if she had anything she wanted brought up. NHA Bolander said that she had a serious concern about the investigation process regarding allegations of nursing discrepancies, in that they take too long to resolve, adding that there are some people still working, who in her opinion, should not be. This is particularly true in the case of resident/patient abuse.

Commissioner Burton said that he would also be following up on the request of a nursing program at Lebanon College.

The Commissioners broke for lunch 11:50

The Commissioners resumed with a visit to the heifer barn and a brief discussion with Farm Manager Kimball.

The Commissioner resumed their meeting in the conference room at 12:55

Superintendent Oakes arrive to give his report. \*See attached.

Supt. Oakes discussed the purchase of the weathervanes for the barns saying that it is a distinct possibility that the County has been “ripped off”. Money was sent in advance to a company in Rhode Island for the purchase of weathervanes in the amount of \$2200. Supt. Oakes had been in contact with the company who continued to say that it was taking longer than they thought to make the weathervanes. It became more and more difficult to contact the company and at last call, the phone had been disconnected. Supt. Oakes will meet with the County Attorney to have a letter drafted and sent to see if perhaps that may make a difference.

Commissioner Richards asked the Supt. about the possibility of having the building trades class from local schools come in to help make repairs to the barns. Supt. Oakes said that was a possibility but that he has planned for his crew to spend time this summer doing just that.

There was discussion about the need for replacement of the roofs on the barns.

Commissioner Richards complimented Supt. Oakes saying that she was pleased with his handling of the work on the complex and thought the reports he submitted were very informative.

Commissioner Burton was excused at 1:15 PM

Executive Director Clough relayed a request from NHA Bolander asking that on occasion, Commissioner Meetings be held in the Nursing Home, in the event that residents would like to attend. Commissioner Cryans said that they would be willing to try it and see what kind of attendance they get, but that it would probably only be once a quarter.

Executive Director Clough informed the Commissioners that Strafford’s Register of Deeds, Leo Lessard, will be coming to Grafton County on the 13<sup>th</sup> of February to go over the online system, billing issues and to visit with the Commissioners and the Deeds Department. Register of Deeds Bill Sharp informed Executive Director Clough that he would like another full time person to work on a specific task to ready them for going online.

Commissioner Cryans asked Director Clough to find out just how long the job is expected to take. Director Clough noted that there isn’t any money at present to support an additional person and that in all likelihood the process of going online may take longer than RD Sharp anticipates.

The Executive Director received notice from the IRS that the mileage rate has increased to .485 as of January 1<sup>st</sup>, and that the County generally follows the mileage rate of the IRS. Commissioner Richards asked if the County could afford the new rate and the Executive Director said that it could.

Commissioner Richards moved to approve a new mileage rate of .485, which was seconded by Commissioner Cryans. All were in favor.

The meeting on January 30<sup>th</sup> will begin at 10:00.

The Commissioners signed a drawdown request as well as the close-out paperwork for Microcredit 2006.

Commissioner Cryans asked that a thank-you letter be sent on behalf of the Commissioners for the Farm Bureau tour.

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

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Raymond S. Burton, Clerk