

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Monday July 10, 2006

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

EXCUSED: Commissioner Michael Cryans

The Meeting was called to order at 9:00 AM

A ceremony was held on behalf of promotions in both the Sheriff's Department and Corrections, and for an award for Employee of the quarter for Corrections. Superintendent Libby and Sheriff Dutile were both present and proudly verbalized the achievements of each of the recipients. New badges were pinned on by their loved ones as guests looked on.

Corrections:

FTO Adam Clark was promoted to Corporal  
Corporal Chris Larson was promoted to Sergeant  
Corporal Dale Paronto was promoted to Sergeant  
Daniel Webster was recognized as Employee of the Quarter

Sheriff's Department:

Sergeant Chad Morris was promoted to Lieutenant  
Deputy Rick Tyler was promoted to Sergeant

After the ceremony, Supt. Libby remained to open Cruiser bids and thanked both the Commissioners and the Executive Director for taking the time and participating in the recognition of his Officers.

Commissioner Burton asked Supt. Libby what the purpose of having the new vehicle was. Supt. Libby said that the new cruiser will replace the vehicle that was purchased last year, which will be passed on to Community Corrections, and currently has 19K miles on it.

Bids were as follows:

Grappone Ford..... \$21,422 did not have any 2006 vehicles available and would need to order a 2007, which would take a number of weeks.  
Irwin Motors .....\$21,355 had a 2006 in stock but it did not have cruise control  
Hillsboro Ford .....\$22,355 could have a 2006 within two weeks.

Commissioner Burton then asked if all Dealerships were invited to bid, to which it was replied that all Ford Dealerships were invited and were taken from the ongoing Ford Dealership list.

Superintendent Libby recommended that the Commissioners' accept the bid from Hillsboro Ford as they were the only bidder who had what was requested and had it in stock. The other dealerships would have to order new 2007 cruisers as 2006 cruisers are no longer available.

Commissioner Burton moved to accept the bid proposal from Hillsboro Ford, which was seconded by Commissioner Gabler. All were in favor.

Commissioner Gabler asked that the minutes reflect the fact that although the Hillsboro bid was the highest it was accepted for the above stated reasons.

While the Superintendent was still in attendance, Commissioner Burton commended him and his staff for being so accommodating when the Commissioner brought some exchange students from the New Horizon's Project for a tour of the Complex and Correctional facility.

Commissioner Burton also noted that he had heard that there would be a New Hampshire Agricultural Day on August 20<sup>th</sup> and asked if perhaps Grafton County could somehow participate. Supt. Libby said that he would check their website and see if there was any information posted on their bulletin board.

Commissioner Burton moved to approve the minutes from June 26, 2006, which was seconded by Commissioner Gabler. All were in favor

Executive Director Clough presented a request from R. Page, 4-H Fair coordinator, asking if any of the Commissioners would be available and interested in judging exhibits at the Fair on July 25<sup>th</sup> in the evening. Commissioner Gabler said he could judge.

The Commissioners reviewed the Superior Court Report.

Executive Director Clough presented a fourth quarter innovation award nomination from Supt. Oakes for one of his Maintenance staff, J. Bishop. Bishop fabricated a hoist rescue system, which was now in use, and saved the County a minimum of \$1725. Executive Director Clough recommended that the Commissioners award J. Bishop \$200.

Commissioner Burton moved to award J. Bishop \$200, for his innovative idea, which was seconded by Commissioner Gabler. All were in favor. Executive Director Clough will have the award money processed and the Commissioners will present a check to Mr. Bishop on July 24<sup>th</sup>.

Executive Director Clough presented a bid waiver request in the amount of \$58K for new accounting software for the Finance Department, saying that this would be an upgrade from a DOS system to Windows systems and there is only one company who offers the software, which is the same as the existing software. This company is Unifund and is located in Nashua, NH.

Commissioner Burton asked how the purchase of this software will tie into the new IT position. Executive Director Clough said that that person will probably help with installation and future issues but aside from that, this software is needed as the current payroll info must be keyed in individually.

Commissioner Burton moved to approve the bid waiver, which was seconded by Commissioner Gabler. Executive Director Clough had received an email from Commissioner Cryans approving the waiver, which made the vote unanimously in favor.

Executive Director Clough informed the Commissioners that the Medicaid reimbursement rate had decreased from \$147.53 to \$143.36 which will result in a loss of revenue of approximately \$122K. This decrease happened one week after the budget was passed and will remain in affect from August 1, 2006 to January 31, 2007.

Executive Director Clough informed the Commissioners that she had received a notice from the NH State Treasurer regarding abandoned property money, saying that the County was scheduled to receive \$8397, but that the State is planning to keep \$20,819, per RSA 471-C:31 for retention meaning no money will be received and that the County will be going into the following year with \$12K hold on that year's money.

Executive Director Clough explained to the Board that the Sheriff has a contract with NH Fish and Game to provide OHRV (Off Highway Recreation Vehicle) enforcement for the Fish & Game. In order to finalize this contract the Commissioners need to give approval for both she and Sheriff Douglas Dutile to enter into this agreement with the NH Fish & Game Department.

Commissioner Burton moved to approve the authorization, which was seconded by Commissioner Gabler. All were in favor.

Local resident Harold Brown asked to be recognized and voiced his opposition to the agreement with Fish & Game saying that allowing the agreement is an expansion of Government and he believes that Government should be kept small. Patrolling for Fish & Game would also expose vehicles to wear and tear.

Commissioner Gabler stated that the money for this operation comes directly from the use and registration of OHRVs.

#### PUBLIC HEARING ~ FOR CDBG GRANT APPLICATION

Charles Leif from the Hartland Group and Julia Griffin, Town Manger of Hanover were present.

Commissioner Gabler opened the meeting.

Executive Director Clough informed everyone that the Posting for the Public Meeting was in the Town of Hanover, City of Lebanon, Admin Building at Grafton County and the Valley News on June 29, 2006.

Mr. Leif was addressing the board in request of support for a CDBG grant, in which the Hartland Group was requesting that Grafton County be the applicants for the grant, in the amount of \$500K.

Mr. Leif gave the Commissioners a brief overview of the proposed project saying that there were 25 acres of vacant land on the Hanover side of the town line, the land is called the Gile Tract. Twin Pines Housing Trust will be the non-profit developer and have asked the Hartland Group to step in. This will be a 120 unit project with main access from Medical Center Drive off of route 120. Water service is available.

The project will cost approximately \$24M total and will be comprised of 60-70 affordable low to moderate income units with half of the units for rent and the other half for ownership. The low income housing funding will be received through low income tax credits of approx. \$700K a year, equaling about 6.8M in equity.

The Select board in Hanover has made the transfer of land and the hope is to begin building in the spring of 2007, with move in slated for 2008 - 2009.

The grant application is due July 31, 2006.

Commissioner Burton asked if Twin Pines will own the project when complete and Mr. Leif said that both Twin Pines and the Hartland Group will jointly own the project, but that it will be managed by Twin Pines who will outreach to families as vacancies occur and will act as support for families.

Commissioner Burton then asked if there was a joint advisory board, to which Mr. Leif answered in the affirmative..

Commissioner Burton asked how often they will get clients together on site. Mr. Leif said that that Twin Pines has an agreement with Mosley, a maintenance company, for onsite problems and that typically the plan is to meet with the advisory group no less than quarterly. A community space is being planned for such meetings.

Commissioner Gabler noted that all three Commissioners have visited the site.

Commissioner Gabler then asked for public comment.

H. Brown asked Mr. Leif to define "low income"

Mr. Leif replied that the median income in the area is figured at \$62K per household, and low incomes for these purposes are defined as 50% of the median income, or approximately \$32K per family per year. Rent will be figured at approximately \$640 a month but can not exceed 30% of income.

J. Griffin asked if any units would qualify for Section 8 Certificates. Mr. Leif replied that they would if they could be found.

H. Brown asked how the investors make their money, questioning whether or not it was from the tax credits, to which Mr. Leif answered yes, but that there was cap on the profits.

Being no further questions, Commissioner Gabler closed the public meeting.

Commissioner Burton then moved to support the application for the CDBG grant for the Gile Project in the amount of \$500K, which was seconded by Commissioner Gabler. All were in favor.

Commissioner Burton moved to authorize Chairman Cryans to be the signature for the grant, which was seconded by Commissioner Gabler. All were in favor.

Ernest Loomis, State Chairman and James Goss, Executive Director from the New Hampshire Committee for Employer Support of the Guard and Reserve arrived to present a five star recognition award to Grafton County for its support of the men and women of the Guard and Reserve. Supt. Libby, an ex Navy man, and John Evans, one of his Correctional Officers who is in the Guard, were present as well.

Mr. Loomis stated that we are in the midst of the largest deployment of the Guard in the history of the US, including WWII, saying that there were a ready, reliable force and not your "father's Oldsmobile", like they used to be.

Mr. Loomis praised Grafton County for being a supporter of the Guard and its employees and said that Grafton County has reached a "Five Star Level of Support" and looks out for both employees and their families.

Commissioner Gabler signed the statement of support and Commissioner Burton suggested that a copy be put into payroll stuffers for all employees to see. The statement will be framed and hung in the Admin building for viewing.

Executive Director Clough informed the Commissioners of a letter that was received from Carroll County regarding their support of Micro Credit.

The Commissioners reviewed a final data report from 2005 for Micro Credit NH, showing statistics regarding recipients of the CDBG grants.

The Commissioners signed a close out agreement between Grafton County and NH Community Development Finance Authority for the Micro Credit 2005 CDBG.

Executive Director Clough presented an out of state travel request from NHA Bolander to travel to the NACo Conference.

Commissioner Burton moved approval of the out of state travel, which was seconded by Commissioner Gabler. All were in favor.

Executive Director Clough informed the Commissioners that there was \$53,376 in the Livermore account from timber cuts and it was suggested that no less than \$47,500 should come back to the County. There were some discussions as to what to do with the money but it was suggested that it should be given some thought.

Commissioner Burton moved to request that \$50,000 from the Livermore account be returned to the County, which was seconded by Commissioner Gabler. All were in favor.

The Commissioners signed two thank-you letters and a Family Day Proclamation.

Executive Director Clough informed the Commissioners that a new crack in boiler in the Nursing Home was found and another crack in a boiler in the Administration Building, which was determined to have a crack last year, was newly found as well. The parts are under warranty but not the labor. Vermont Mechanical has agreed to pay for half of the labor and the company who supplied the boiler, HB Smith will pay the other half this time. HP Cummings, who contracted the supplier is trying to make arrangements with them to pay for all the labor should there be any additional problems with the boilers.

Commissioner Burton asked if North Country Council had any recommendations for the empty space in the Admin building, in particular, something in the way of Assisted Living. He asked that they (NCC) take a walk around the interior of the building and make recommendations.

Commissioner Burton would like to schedule an out of office meeting in the Lisbon High School on the 23<sup>rd</sup> of October.

Commissioner Burton asked the Executive Director what projects were moving forward now that the budget has passed.

The following is a partial list of items from Executive Director Clough.

- ❖ The bid request will be going out for electrical work on the barns
- ❖ Maintenance will be redoing a section of the jail
- ❖ Maintenance will be working on the ADA bathroom at the Courthouse
- ❖ Maintenance is currently working on the Attorney's Office
- ❖ The RFP for the jail is in it's draft form
- ❖ The soil erosion project is being looked into as well as the possibility of a pre-fabricated building
- ❖ A Fire Protection Engineer is being sought out.
- ❖ There will be an update to the sign at the Courthouse Building which will remove some words from the existing sign and refurbish the sign as well as the seal located on the building.
- ❖ Alarm monitoring will be done at the new Dispatch Center.

The Dispatch grand opening will be held on Saturday, July 15<sup>th</sup> and Commissioner Gabler will be in attendance.

Being no further business, the meeting adjourned at 11:30 AM

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Raymond S. Burton, Clerk