

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday April 8, 2008

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

Commissioner Cryans called the meeting to order at 9:06 AM

FM Kimball arrived to give his report saying that he was milking 82 cows, shipping 1100#'s at an average of 68# each. Milk prices are at \$19.70. Firewood is being worked on with 24 cords out and 14 more to do.

Four litters of pigs were born or twenty piglets. FM Kimball is planning to keep some of the younger sows for breeding.

FM Kimball said he would like to sell a 1956 John Deere 430 Dozer, which he said doesn't run. He would like to be able to offer it in-house first to see if anyone would like to buy it. There was a discussion about whether or not that was possible and further discussion about outside people who might be interested as well.

Commissioner Burton suggested offering it in-house first and then if no one bites, go ahead and publicize it.

Commissioner Burton asked about Howard Island and FM Kimball said that it will be set up to go.

Commissioner Richards asked about how the milk is broken down for sale and FM Kimball said that milk fats are determined and paid for accordingly.

Commissioner Richards asked if the cows were tested for TB and FM Kimball said they were tested for TB and rabies via a blood test.

Commissioner Richards suggested that FM Kimball read the history of NH Dairy and Economics, a book put out by UNH. Commissioner Cryans said that he would give FM Kimball a copy.

Commissioner Burton said that he had read most of the book and was disappointed that he didn't see anything about County Farms in the book.

Superintendent Libby arrived with his report (* See attached)

*9:30 AM – Commissioner Richards moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section e). Commissioner Burton seconded the motion. All were in favor.

*9:33 AM – Commissioner Burton moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Richards seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Burton asked Supt. Libby if he had any further information regarding the special education kids and Supt. Libby said that it was difficult to say what might happen but it may be that the County will have to pick up the costs.

MAINTENANCE CAPITAL BUDGET: Superintendent Oakes presented his capital budget which represented items that were either necessary, needed updating or replacing or in need of repair. Commissioner Cryans asked which items Supt. Oakes felt could be put off for another year and which ones took precedence.

Supt. Oakes went over the items he felt could be put off, which reduced the total considerably.

There was discussion about the need to make sure that certain items are kept up properly or face a more expensive fix in the long run.

(*Maintenance Report attached)

Members of the Deeds Committee along with others arrived to discuss the decision of which software system to choose. Those attending included:

IT Manager Brent Ruggles, S. Cunningham committee chair, Atty. Bryce Wing, Atty Barry Schuster, Atty Rick Mullaly, Abstrator, Nancy Murray and Lynn Wheeler, Deeds staff members Mary Derosia and George Morris, RD Bill Sharp, Jennifer Young Connor & Connor, Mart Warner Landata, Atty. Pat Harrigan, Atty. Tom Trunzo and Atty. Mark Dunn.

Commissioner Cryans began by setting some ground rules saying that he would prefer not to see an issue over repeated. He said that he and the other Commissioners thought it was important to hear what everyone had to say before a decision was made.

RD Sharp began by saying that he had given everyone copies of information and then gave an overview of how the committee was formed and progressed. RD Sharp said that he and his staff were agreeable to working with either company.

RD Sharp said that he did not feel however that working with C & C was the best financial decision, particularly after seeing a 25% off premises printing fee.

S. Cunningham, who chaired the committee spoke and said that at the end of a year's worth of meetings, the committee was split between the two companies with the staff preferring Landata and users preferring C & C. She said she was able to see both points.

Commissioner Cryans recognized Jennifer Young from Connor & Connor who said that they are a local based company with excellent customer service and experience. She added that she had offered an alternative to the 25% offline fee of \$2100 which would include the \$1000 warehouse charge. She also questioned the initial cost of Landata.

She said that C & C is responsive to requests, has flexible pricing and is willing to discuss alternatives.

Commissioner Cryans then recognized Mart Warren of Landata who said that they are a national company with between 50 and 55 clients, including the Virgin Islands, which shows a wealth of experience. He said they are on the leading edge of technology with the best and newest technology including electronic recording, which will save time. Warren said they had been in NH for five years and they're also located in Maine. They use Dell hardware and are supported by Dell. He said there is a world of difference between the two systems and he hopes that the time has finally come to make a decision.

Atty. B. Schuster spoke and said that he wasn't sure of the numbers in the budget for the hardware acquisition when replaced. He said that he has done title work for 30 years and is an end user and consultant. He said that Deeds is the backbone of financial structure of the County and that accuracy is critical and that if the registry does not function properly there is an issue. He suggested that a lack of "reliable" information has come forth and been received regarding this process and added that the Register of Deeds does not have the experience to understand what is needed. He said that he was disappointed that the Commissioners don't have a clear picture of what it takes to make this decision. He said there is widespread concern about accuracy and asked that the decision to consider Landata be put off for another year. Atty. Schuster presented a letter he had written about the Registry, to the Commissioners

Atty. B. Wing, who sat on the committee and is an end user, said that he has used both systems and prefers the C & C system. He said that he is unaware of anyone who has been in favor of switching.

A question came up about Landata charging a copy fee and M. Warren said they do not.

RD Sharp asked to see the letter which he thought maligned him personally and was given a copy.

Atty. R. Mullaly has used both systems and said that he considers Landata an inferior product. He said that he prefers C & C even if it costs more money it's worth it. He said that he is a constituent and asked that the constituency be heard and to make the choice of C & C. He added that the fact is, the Register of Deeds is a relatively inexperienced Register.

Atty. Trunzo said that first off he had a problem with the notice about the meetings and he said that he thinks that all the options and prices should be clearer before a decision is made.

G. Morris stated that there were no extra costs associated with Landata and that he's gone over it many times. Morris said that while working in C & C he noticed that there are no "A" pages available and that they have not been able to get the numbers changed through C & C on the marginal notes. He said that there has been difficulty getting C & C's

software to adjust to new hardware and then asked the abstractor's what it was they couldn't do with the Landata software.

B. Wing said that there is a much slower download time and you have to be careful how you index and search.

M. Warren said that he was rather offended at the opinion that Landata is an inferior system and that it can be set up any way the users want. There are other features that are set up to help out the Registry itself, which users aren't even aware of.

J. Young said that just for the record, C & C does have electronic recording technology capability.

M. Dunn said that Landata is case sensitive to every letter and that he didn't want a machine that makes the decisions for him as to what is right and what is wrong.

There was a slight disagreement between M. Dunn and M. Warren which Commissioner Cryans interrupted.

RD Sharp said that whatever option is chosen, there will be a chance to negotiate the final contract, which can be settled later.

B. Schuster asked about add on components by Landata and questioned whether or not the costs should be considered for those. He again asked for a delay in making a decision.

G. Morris said that all the hardware equipment costs will come out of the surcharge account, which was what it is intended for, so the costs for that would be the same regardless of the system price or which one is chosen.

M. Warren said there will be no changes to the quote given to the Register of Deeds and noted that C & C had changed or altered theirs. He said the price is the price.

Commissioner Richards asked if all the Counties that used C & C were standardized and L. Wheeler said that she uses them all and found that there may be slight variations, but everything else is the same.

J. Young said that she wanted to make it clear that her offer to change the price regarding the copy fees was sent to the Register as an addendum right after the original bid was submitted.

Commissioner Richards asked if it was possible to speed up the process if in fact it was too slow and M. Warren said that he was biased and would agree that it could be changed but that it may be better to hear that from the IT Manger.

Commissioner Richards asked if the software could be tweaked and M. Warren said yes, but added that in regard to the search function, the Landata system acts like a regular

Microsoft search which most people use frequently and that it would depend on how the search is done.

Commissioner Richards said that she had information from the IT Manager who had done some research and evaluation on the two companies by comparison. She said that she was concerned at how C & C's offsite storage was actually kept at someone's home.

IT Manager Ruggles said that he was part of the committee to look at things from a technological point of view and that he kept an objective opinion. He said that cost was important and that as far as technology goes, Landata has a good plan to train the end users. He received references from other Registries about using Landata and their transition from one system to another, which he said appeared smooth. He said in his opinion, Landata is a better value.

Commissioner Richards asked about the difference between Deeds in NH and in other areas and whether or not the differences would be reflected in the system. M. Warren said that there are accounts all over the nation and in the Virgin Isles. He said each one is tailored to meet their personal needs, which would be done here.

Commissioner Cryans said that this will be a difficult decision because there is sensitivity to the nature of work that abstractors do, adding that it won't come down to strictly dollars and cents.

Commissioner Burton said this is a new age of technology and that there needs to be a conclusion on this. He said that he appreciated all the time that everyone has put into this process.

Commissioner Cryans said that he has not really heard from RD Sharp as to which company he would like to recommend. RD Sharp said that C & C is costing the County more money which can not be ignored and that he and his staff would be pleased to work with Landata.

Commissioner Cryans gave both company spokespeople a chance to do a final wrap up of their system.

M. Warren said that Landata will offer good service and will not let the users down. He thanked everyone for listening to both sides.

J. Young thanked everyone for their time and hard work in reviewing the products and said that C & C is always improving their technology.

Commissioner Cryans thanked everyone for coming and for taking time out of their day. He said that the Commissioners have a big decision to make and invited anyone who was interested to call on any one of them if they felt the need to discuss this.

April 22nd will be the day the Commissioners make their budget recommendations.

There will be no meeting next Tuesday the 15th.

The Commissioners discussed some budget issues

12:10 Commissioner Burton was excused.

Commissioner Richards moved to approve the minutes from April 1, 2008, which was seconded by Commissioner Cryans. Changes were made. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed the DoC Superior Court report.

The Commissioners signed a letter to the employees regarding the March of Dimes Walkathon which will go out with the next employee paychecks.

Commissioner Cryans signed the close out report for MicroCredit 2007 CDBG project.

The Commissioners signed the authorization to submit payment request regarding the AdiMab CDBG grant.

The Commissioners signed a drawdown request for the AdiMab CDBG grant.

Director Clough presented the Commissioners with the final design proposal from Foresite Engineering with updated edifications regarding payments received in FY08.

Commissioners Cryans and Burton attended the Grafton County Senior Citizens Council meeting in Lebanon yesterday where the guest speaker was HHS Commissioner Nick Toumpas. The house was packed. The Council recognized Larry Root and Wes Gardner as emeritus board members.

On Saturday April 5th, Commissioner Cryans attended the Lebanon annual police, citizen and canine recognition.

Being no further business, the meeting was adjourned at 12:40 PM

Raymond S. Burton, Clerk

April 8, 2008

Commissioners Report

1. Population:	In-house: 103	Maximum:	18
		Medium:	21
		Minimum:	39
		WHOC:	11
		Max/Handicap:	01
		Lockblock/Seg:	13

Weekenders: 01

Out of facility: 32

2. Community Corrections Report

- a) Drug Court – supervising (8) * 1 in custody**
- b) Electronic Monitoring – supervising (11)**
- c) Daily Work Release – supervising (1)**
- d) Community Work Program – Littleton**

3. General:

- a) Thresholds and Decisions Starts 4/21/08 – Graduation 5/28/08**
- b) Inmate Records/Classification Specialist – discussion**

4. Personnel issue – request for non-public session

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

April 8 - 22, 2008

COMPLEX

Spring Clean Up – In process of sweeping parking lots and removing sand off grass at edges

COURTHOUSE

Exterior windows – four sliding windows lost their seal between panes causing them to fog up...replaced windows

Toilet Flushometers – Replaced 12 flushometers throughout the building due to leaks and other problems

NURSING HOME

Dr. Defran's Office – completed installation of new walls, doors, ceiling tiles and sprinkler head. Also relocated fire alarm strobe, thermostat and light switches.

Exterior Windows – Numerous windows lost seal between panes of glass and became fogged...replaced windows under warranty

Air Quality Testing – Contracted with Scott Lawson Group to conducted air quality testing to determine if air-handling systems were contributing to higher than normal count of residents with upper respiratory issues. Awaiting test results (due no later than 4/25/08)

Kitchen Hood – VT Fire Extinguisher conducted 6-month inspection of the kitchen hood Ansul fire suppression system...checked good

Bathroom Doors – In process of refinishing banged up bathroom doors and installing stainless steel kick-plates to better protect them

Air Handling Diffusers – In process of cleaning & repainting air diffusers throughout 1969 Building due to start of corrosion

ADMINISTRATIVE BUILDING

Elevator – Stanley Elevator failed the elevator on its annual inspection because the elevator smoke detectors are not wired into the elevator's control panel for recalling the elevator in the event of a fire. Based on previous inspections by Stanley and their failure to document this problem then, it appears this inspection wasn't being done in the past. However, this year the State of NH instituted a new process requiring owners to show proof that these subsystems exist and that they work, thus this has prompted Stanley Elevator to look closer at these subsystems. To correct the problem, I've contracted with Royal Electric to fix this problem. Once remedied, I will have Stanley Elevator and Alarmco return to test and document proof that it works.

**MAINTENANCE DEPARTMENT REPORT
TO GRAFTON COUNTY COMMISSIONERS**

DEPT. OF CORRECTIONS

Smoke detectors – Eight smoke detectors failed sensitivity testing...received backordered replacements and installed

FARM

Dairy & Pig Barn Fire Alarm Systems – Alarms are installed and on-line...working with contractors to complete punch list of discrepancies before making last payment on systems

Pig Barn Lights – Replaced light, globe and cage that farm had broken when dumping a load of sawdust

COMMUNITY CORRECTIONS BUILDING

None

VEHICLES & EQUIPMENT

None