

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday May 6, 2008

PRESENT: Commissioners Mike Cryans, Ray Burton and Martha Richards, and Secretary Jeri Martino.

EXCUSED: Executive Director Clough

Commissioner Cryans called the meeting to order at 9:05 AM

Farm Manager Kimball arrived and Commissioner Cryans presented him with a copy of the History and Economics of New Hampshire Dairies.

Commissioner Burton said that nowhere in the book is there anything about County farms and that he found that very disappointing, adding that County farms have played an important role in production, experimentation and other positive innovations in the state.

FM Kimball gave his report saying that he was milking 82, shipping 11,000#’s for an average of 67#. The price of milk is currently at \$19.45

Spring work is being done and summer corn has been planted. FM Kimball expects the first crop of corn by July 1st.

In regard to the reduction of the Farm capital outlay, FM Kimball said that he would do without the new tractor and would keep the skidsteer in the budget. He said that he was fine with the reduction.

Commissioner Richards asked FM Kimball if he had a chance to look into the possibility of ice cream and he said that he just hadn’t had a chance to investigate the materials needed. He said that he had spoken to H. Hatch who would like to be able to put a cooler at the new Farm Stand and to sell milk from there. Commissioner Richards said that she would still like to see information about ice cream.

Commissioner Richards said that she was also looking into the possibility of “group buying” in terms of sawdust and possibility feed and that perhaps purchasing in volume may result in lower costs. This will be brought up to the Farm Advisory Committee on Thursday.

Commissioner Richards said that H. Hatch had told her that he was disappointed that he didn’t get a chance to bid on the recent sale of the old tractor adding that he would have paid more. Commissioner Burton said that the decision by the board was to offer it to the employees first. Commissioner Richards said that in hindsight, they should have gotten an appraisal on the tractor.

Commissioner Burton asked about the size of the herd and the number of pigs available. FM Kimball said that the herd has 165 cows and there are about 22 piglets along with some larger sows. Pigs sell for \$60.

Commissioner Burton moved approval of the minutes from April 30, 2008, which was seconded by Commissioner Richards. All were in favor.

The Commissioners signed the check registers.

The Commissioners signed a drawdown request for the Littleton Area Learning Center CDBG Grant.

Superintendent Oakes arrived with his report (* see attached)

Supt. Oakes noted that the air quality test at the Nursing Home showed that there were no issues or concerns, other than in one bathroom where the vent had been closed. Once that was opened back up the problem there was resolved. Supt. Oakes said that the air quality should not be associated with any upper respiratory problems that the Nursing Home had. Commissioner Burton asked if there was a report attesting to the air quality and Supt. Oakes said that he has a report from the Scott Lawson Group.

Commissioner Cryans asked about fire drills and Supt. Oakes said they are done with regularity in the Nursing Home and at the Jail but not in the Courthouse or the Administrative Building. He said this was a concern and was brought up at the Joint Loss Committee and that he put together evacuation procedures and fire extinguisher training but there have been no drills or training since last year.

Commissioner Cryans said that it wouldn't hurt to have a fire drill once or twice a year. Commissioner Burton agreed and said he would request that fire drills be conducted regularly under the direction of Director Clough, quarterly or every six months.

Commissioner Burton asked if the NH lease at the Courthouse speaks to the issue of fire drills and Supt. Oakes said that the lease would have to be reviewed.

Commissioner Burton motioned that the Executive Director with assistance from the Maintenance Superintendent conduct the proper training and fire drills at least twice a year at the Courthouse and the Administration Building as well as the Farm and Community Corrections if those two areas are not under the same training as the Jail and the Nursing Home, who already have training and procedures in place, which was seconded by Commissioner Richards. All were in favor.

Supt. Oakes said that if the Commissioners didn't have any objections that he would like to have a couple more of the pine trees cut from the berm area. Commissioner Burton said that before any more trees are cut it would need to come before the board of Commissioners, adding that he was not aware that the pines along the drive were going to be cut. Commissioner Cryans said he wasn't aware of that either and was surprised to see them gone.

There was discussion about removing the stumps and Supt. Oakes said he thought those would be taken out when they began the site plan.

Commissioner Cryans said that he didn't think that any more trees should be cut right now and Commissioner Richards agreed saying that they should sit tight right now.

Commissioner Richards asked Supt. Oakes about getting sensors for the barn so that the lights go off when no one is in there. Supt. Oakes said the sensors pick up all kinds of movement and will go off due to the number of cats being around.

Supt. Oakes said that someone needs to take responsibility to turn off the lights when no one is there and said that he was irritated with the cavalier attitude of the Farm adding that they seem to undermine the work that the Maintenance crew does.

Commissioner Cryans asked who he was talking about and he replied it is those who work in and around the Farm and said that after all the money spent and work that has been done with the cleanup and to put the road in, there are still people throwing junk over the bank.

Commissioner Cryans said that this issue needs to be brought to the attention of Director Clough.

Commissioner Richards asked if anything was being done about the problem in the Beauty Shop and Supt. Oakes relayed the history of the problem saying that S. Baird stressed the need for a lower sink when the building was being done but that it fell on deaf ears. Now S. Baird is having physical problems because of the height and nothing can be done about it because there is no money and it hadn't been planned. Supt. Oakes said that the material used was substandard to begin with and should be replaced as it's warping from the water.

Commissioner Cryans said that he will check with Director Clough to see if there is some way that something can be done to fix the problem. All the Commissioners agreed saying it needed to be done somehow. Supt. Oakes will get some more firmer prices and report back.

10:15 AM Director Clough phoned in from out of state to talk to the Commissioners.

10:30 AM The Commissioners broke from the meeting to attend a ninetieth birthday celebration of a resident at the Nursing Home and to hand out employee service pins.

12:10 PM The Commissioners resumed their meeting.

COMMISSIONER ISSUES:

A letter was sent to all three Commissioners from C. Barry regarding the proposed new Correctional Facility and Commissioner Burton said that the letter should be acknowledged and he would ask that Director Clough put together a response to address Mr. Barry's concerns. He also recommended that all three Commissioners sign the letter.

Commissioner Burton asked that Director Clough take a look at existing policies, if there are any, that address how surplus County property is disposed of in terms of sales.

Commissioner Burton said that he was contacted by Lois Hinson from the Haverhill Heritage Commission who will be asking her board what they think the County should do with the older part of the Jail once it is not being used any further. The Commissioner informed her of their two to one decision to demolish the back/older part of the Jail.

Commissioner Cryans recognized the great turn out that we had on County Day noting that there was at least 525 counted and that although the day was a cold and dreary one, it was a good attendance. The Commissioners openly thanked everyone who participated to make the day happen.

Commissioner Cryans said that State Senator Burling, who represent the lower part of the County, is retiring. It was decided that a joint letter would be sent with regards.

Being no further business, the meeting was adjourned at 12:21 PM

Raymond S. Burton, Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

April 23 – May 5, 2008

COMPLEX

Spring Clean Up – 95% complete

County Day – Spent numerous hours doing pre-setup work

New Maintenance Building – Put bid packages out to bid May 9th. Pre-bid meeting with all bidders is scheduled for May 19th. Scheduled start date is June 9th. Estimated completion will be around October 15th. Building permit is contingent upon North Haverhill Fire Chief's review.

COURTHOUSE

Elevator – Stanley Elevator completed the quarterly and annual inspections...checked good.

NURSING HOME

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. Found room 406 had high bacteria count...all other areas tested checked well. Found exhaust damper closed in bathroom...opened damper and bathroom vented fine.

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

Elevators – Stanley Elevator completed quarterly inspections on all elevators and annual on one in 1969 building...all checked good. Stanley Elevator and Alarmco tested elevator recall with fireman's service and smoke detectors...checked good.

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. Royal Electric completed hooking up elevator recall function. Stanley Elevator and Alarmco will return on May 7th to perform an independent test for recertification.

Porch windows – Several window panes on porch off commissioners conference room are fogged...replaced

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

DEPT. OF CORRECTIONS

Elevator – Stanley Elevator completed the quarterly inspection...checked good.

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. Also all maintenance staff received training from vendor on system operation.

COMMUNITY CORRECTIONS BUILDING

None

VEHICLES & EQUIPMENT

Boom Lift – Hydraulic leak to basket jib leaking...United Rentals repaired under warranty

1-Ton Stake Bed Truck – Rear differential leak near drive shaft...repaired at Walker Motors.