

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Highway
North Haverhill, NH 03774
Tuesday June 10, 2008

PRESENT: Commissioners Michael Cryans, Ray Burton, Martha Richards, Executive Director Julie Clough and Human Services Case Technician Lisa Broughan.

Commissioner Cryans opened the meeting at 9:20 AM

Supt. Glenn Libby arrived with his report. *(see attached)

Supt. Libby wanted to address the letter from the Human Resource Department regarding posting unauthorized job descriptions. He stated that in April he had posted a position for the records classification clerk, but he failed to post the job correctly. Supt. Libby takes full responsibility and apologizes for any misunderstandings. The job description was later approved by the Human Resources Department, but the job has been pulled as changes were made in the budget.

Supt. Libby said he will be attending a Special Education meeting today in Plymouth. This is a meeting regarding special education for correctional facilities.

Commissioner Richards asked Supt. Libby how the recent Threshold Graduation was, as she was not able to attend. Supt. Libby answered that it went well and eight of the members have benefited from the program and he has seen much improvement with them.

Commissioner Richards asked how the inmates were dealing with the heat and Supt. Libby said terrible but they are using fans and doing the best that they can.

Supt. Libby and the Commissioners will be setting up a tour of the Jail possibly next month.

Commissioner Cryans moved to approve the minutes from June 3, which was seconded by Commissioner Burton. All were in favor. Commissioner Richards abstained.

The Commissioners signed the check registers.

The Commissioners reviewed the Superior Court DoC Report.

The Commissioners signed letters of thanks for County Government Week.

The Commissioners signed the request for the Release of Funds regarding AHEAD CDBG.

There will be a retirement party for Ellen Chapin, Staff Development Director on June 26, 2008.

Commissioner Cryans signed the semi-annual Report for the Gile Project CDBG.

The Commissioners signed the drawdown request for LALC CDBG.

Executive Director Clough had a discussion with the Commissioners regarding the increase in the audit costs. The cost will go up \$5,022, due to new auditing standards. Commissioner Richards asked if Exec. Director Clough could speak to the company regarding the increase.

*10:04 AM—Commissioner Richards moved to Executive Session as per RSA 91-A: 3, paragraph II, Section a). Commissioner Cryans seconded the motion. All were in favor.

*10:15 AM—Commissioner Richards moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Burton seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Cryans discussed the letter dated June 6, 2008, from Connor & Connor. The price for annual software is \$75,600, with an additional \$4,020 for consumables and additional \$4812 for hardware, totaling \$84,432.00.

Commissioner Cryans stated the figure from Landata is \$79,728.00. He said it will be a \$4704 amount difference for this year. Executive Director Clough said that if the Deed's Department was to switch to Landata they would have to purchase all the computers and equipment that the department currently leases's from Connor & Connor.

Commissioner Cryans noted that he would like to continue to keep all the users happy.

Executive Director Clough discussed the invoice from Inception Technologies that Commissioner Burton had questioned last week in which RD Sharp had purchased a Fujitsu 5750c Scanner with Flatbed .. This scanner is being purchased for the open position in the Deed's Department.

The Commissioners then discussed RD Sharp's request to purchase a ScanPro 1000 film scanner. This would replace an older piece of equipment that is making bad copies and is difficult to repair. RD Sharp had received three (3) bids for the equipment which were reviewed on May 13, 2008 with the Commissioners. RD Sharp has recommended that the Commissioners accept the bid from Inception Technologies in the amount of \$6,870 which includes the warranty. Commissioner Burton moved to approve the purchase of the ScanPro 1000 film scanner to replace an old piece of equipment owned by Grafton County that needs to be upgraded. Commissioner Richards seconded. All were in favor.

RD Sharp arrived.

Commissioner Cryans told RD Sharp that the Commissioners had approved his request for the ScanPro 1000, and decided to approve the bid that included the warranty.

RD Sharp thanked the Commissioners and said it will be a very big help as the scanner they are using now is old and the plans are coming out terrible.

Executive Director Clough stated that the scanner can not be purchased until the Delegation approves the request on June 30th. As the equipment will be purchased out of the Surcharge Account.

Commissioner Cryans stated that he asked Connor & Connor to submit a one year contract so the Commissioner could compare both companies figures side by side. Commissioner Cryans said he can't understand all of RD Sharp's numbers as several different numbers have been in the paper. He also stated that G. Morris has said that different items would be purchased using different accounts changing the figures.

Commissioner Cryans said that first he has read in the paper that RD Sharp will saving \$56,000, then \$250,000 over 5 years, and in today's paper he read \$30,000 in savings over the next 3 years.

Commissioner Cryans said if you look at the figure's side by side, Connor & Connor's total is \$84,432 and Landata's total is \$79,724 the difference between them for this year is \$4,708.

Commissioner Richards and Commissioner Burton noted that they agree with Commissioner Cryans.

Commissioner Cryans stated that he hasn't had one title searcher, one abstractor or one attorney come to him and ask to change to Landata, but has had several users ask him to please not change the system. He doesn't see the benefit of alienating the users for a savings of around \$4,000.

Commissioner Cryans said he was however very pleased with the online services now available in the Deeds Department.

Commissioner Richards noted that she was pleased with the written document that C & C submitted stating the internet service, the current lease of equipment with full service and maintenance, bringing software updates and advancements at no added expense, and hardware selection at our discretion.

RD Sharp acknowledged Commissioner Richards concerns. He would like to resubmit his request on purchasing 8 new desk workstations for the vault. Right now there are 13 workstations and usually only 8 are used.

Commissioner Cryans asked RD Sharp if he has contacted C & C to come and remove the workstations that are not being used. RD Sharp said that he thought G. Morris had contacted them but he would check with him on it.

RD Sharp stated that he wanted to send them all back and purchase 8 new ones. Commissioner Richards answered that 10 workstations were replaced last year. RD Sharp stated that he wanted to own the computers as he feels the lease payment is more than the equipment is worth. He said it will cost \$6,262 for 8 new computers.

Commissioner Richards noted that after speaking with C & C, most of the Counties lease their equipment.

Commissioner Cryans stated that it cost \$15 a month per unit to lease, which is \$180 a year. RD Sharp stated that this information is new to him and he will have G. Morris and B. Ruggles review it.

Commissioner Cryans asked RD Sharp what exactly were his numbers for Landata as they have looked at many different figures in the past.

RD Sharp discussed figures

Commissioner Cryans stated after comparing “apples to apples” the difference between C & C and Landata is \$4700 for 1 year. RD Sharp agreed that C & C has submitted a more reasonable offer. Commissioner Cryans stated that the Commissioners will send a letter to the Delegation to show the difference in figures. Commissioner Cryans asked RD Sharp if he understood that they were going to continue with C & C. RD Sharp answered yes and agreed to the contract with C & C.

Executive Director Clough discussed with the Commissioners the Town of Haverhill sewer line lease agreement. The County is allocated 37, 500 gallons a day to Woodsville, but the County is in need of an increase due to the Jail. The County is asking for an approval of 50,000 gallons a day agreement. Executive Dir. Clough has submitted the information to an attorney and is waiting to hear from him regarding the legalities.

Commissioner Burton moved to approve the HB2 MOA. Commissioner Richards seconded. All were in favor.

Commissioner Cryans noted that he attended a pancake breakfast at Sullivan County for their annual County government celebration. He also attended the LNA day at the State House in Concord where Joan Bruce was awarded LNA of they year for Grafton County. The awards were signed by Governor John Lynch. Several people attended from the County, including Eileen Bolander, Ellen Chapin and Joan’s daughter.

Being no further business, the meeting was adjourned at 11:31 AM.

Raymond S. Burton, Clerk

June 10, 2008

Commissioners Report

1. Population:	In-house: 103	Maximum:	19
		Minimum dorm:	46
		Minimum south:	11
		WHOC:	14
		Max/Handicap:	00
		Lockblock/Seg:	11

Weekenders: 06 Out of facility: 45

- 2. Community Corrections Report**
 - a) Drug Court – supervising (9) * 1 in custody**
 - b) Electronic Monitoring – supervising (11)**
 - c) Daily Work Release – supervising (3)**
 - d) Community Work Program – Glencliff**

- 3. General:**
 - a) HR Letter – explanation/confession**
 - b) Special Education - update**