

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Highway
North Haverhill, NH 03774
Tuesday June 17, 2008

PRESENT: Commissioners Michael Cryans, Ray Burton, Martha Richards and Secretary Martino

EXCUSED: Executive Director Julie Clough

Commissioner Cryans called the meeting to order at 9:10 AM

Commissioner Burton moved to approve the minutes from June 10, 2008, which was seconded by Commissioner Richards. All were in favor.

The Commissioners signed the check registers.

Human Services Administrator Nancy Bishop arrived and informed the Commissioners that she had asked the executive committee to add \$27,000 into the budget for Nursing Home Care and HCBC which was based on the latest figures from the MOA between County and state. HSA Bishop asked Commissioner Cryans if he had received the revised MOA and he said he had not. HSA Bishop said that she hoped that it would be signed and finalized by the end of the month.

Commissioner Burton moved to accept the MOA as it stands per HSA Bishop with the most recent changes as of June 6th, only, which was seconded by Commissioner Richards. All were in favor.

Commissioner Burton said that Governor Lynch is expected to make further proposed cuts to the state budget and part of those cuts are to come from HHS. He asked HSA Bishop if she could find out about this information which was supposed to take place around 10:00 this morning. She said she would call down and find out.

Commissioner Cryans asked how the HS Department will stand as of July 1st and HSA Bishop said that it will need some "cleaning up" which may take them into August but after that, one of the staff members will go to the Human Resource Dept. and the other staff member's future will be contingent on what happens with the budget. HSA Bishop said that she will remain to take care of service provision and most likely work with the Executive Director on some other things, but that has not been fully discussed.

The incentive meetings will be held next month and everyone has been properly notified. HSA Bishop asked Commissioner Richards if she was planning to sit on the committee or appoint someone and she said she would like to appoint the same person who represented her last year.

Maintenance Supt. Jim Oakes arrived with Bill Hickey and Aaron Burke from the HL Turner Group to go over the re-bids for the proposed maintenance building.

Foundations and Concrete Work

Roger Gosselin Inc.	\$117,000
Cullen	\$119,742
Rich Saffo	\$134,635

Building Construction

Construx Inc.	\$337,000
Laferriere	\$675,585

Roofing

Laferriere	\$81,235
800 Roof	\$47,750

HVAC/Plumbing

ARC Mechanical	\$81,600
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The aforementioned bids, along with the accepted bids from May 27th total \$822,132 and don't include architectural and engineering fees. This is considerably higher than the budgeted amount of \$752K which does include architectural and engineering fees. At this point there is not enough money to do the project as is. Supt. Oakes will need to look at other ways to try and cut down on the cost of the project if it is to be built. Commissioner Cryans asked about a worst case scenario and the possibility of not being able to close the cost gap. Supt. Oakes said the building would have to be scaled back and then the whole project put back out to bid.

Commissioner Burton asked if the concrete was reinforced, which it is and B. Hickey said that it is tested and there is a listing agency.

Commissioner Burton asked about warranties and Supt. Oakes said they usually have a one year warranty on most things. Commissioner Burton asked if inmate labor would be used and Supt. Oakes said no, that in order to even qualify for warranties the companies themselves would have to do the work. Commissioner Burton asked if the building would meet ADA and environmental regulation and Supt. Oakes said yes.

Supt. Oakes will see if there is some way to get some price reductions and then bring that information back to the Commissioners next Tuesday.

Commissioner Cryans stepped out of the room to make a phone call.

Nursing Home Administrator Eileen Bolander and Intern Craig Labore arrived. NHA Bolander discussed the disaster drill which is planned for tomorrow and includes Cottage

Hospital, Horse Meadow Senior Center the Sheriff's Dept., Haverhill PD and Dispatch. The scenario is that a tornado takes the roof off of the 2003 portion of the Nursing Home and there needs to be an evacuation of fifteen residents. This type of drill has never been done before with all three entities. NHA Bolander said that having the community involvement would be very helpful in the event of a real emergency.

Commissioner Richards asked if this kind of thing would be done again after being reviewed and NHA Bolander said she didn't know that but having done it will serve to help with having the policies and procedures revised if necessary.

The volunteer lunch at the Nursing Home was a great success and there were about sixty volunteers. NHA Bolander said that they wouldn't be able to do a lot of the current activities without that help.

NHA Bolander said that the Nursing Home has gotten a \$600 grant for the Master Gardner program, for them to come to do some gardening and planting with the residents who are truly enjoying the activity.

Commissioner Cryans returned to the meeting.

Activities Director Harvest Fisher and Intern Craig Labore have work out an agreement with Mark Chain of Alumni Hall to have a photo exhibit displayed in the Nursing Home. The pictures are from local photographers and the residents seem to really like the art.

Members from Sullivan County had been invited to Grafton County for a visit and NHA Bolander said they went away with some very good ideas. She said that Sullivan County's management relationship with their staff is quite different than here and that Grafton County is way ahead of the curve. She said that they are also having a very difficult time getting skilled residents to come to their facility being so close to DHMC.

NHA Bolander reminded the Commissioners of E. Chapin's retirement party, which is on the 26th at 2:30.

Commissioner Cryans mentioned that the quilt donation on behalf of one of the past residents was just wonderful and wanted to note thanks to Emily Duncan, Mary Hardey and Roger Soderberg who donated the eighteen quilts to the Nursing Home. NHA Bolander said that they also donated the same amount to Glencliff.

Commissioner Burton questioned if state law speaks to the issue of whether or not same sex couples can room together at the Nursing Home if they so chose to and NHA Bolander said that the Nursing Home does not discriminate against either employees or residents and that if same sex couples wanted to room together that would be fine.

Commissioner Cryans thanked C. Labore for the wonderful service that he's given to Grafton County over the past year and for his dedication, saying that he had a chance to learn from one of the best.

Commissioner Cryans said that Craig has always been cheerful, helpful, and considerate and will do well in any job that he chooses. C. Labore said that first off he'll be studying hard for his exams, but noted that there are good jobs out there and that he very much enjoyed his internship here.

Human Resource Director Joanne Mann arrived and began with vacancies:

- 4- LNA's
- 1- Record's Clerk, which are being interviewed
- 1- Dietary Aid and spares
- 1- Part time housekeeper

The benefits fair was held last Thursday and was run by K. Clough and N. Clement who did a great job.

HR Assistant will be out on FMLA for some time

HRD Mann still has some concerns about the drug subsidy as the reconciliation for 2006 has to be re-done and the due date is June 30th. If this date can not be met by MEDCO, then the County may have to pay back the money.

*11:00 AM – Commissioner Richards moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Burton seconded the motion. All were in favor.

*11:05 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.

Register of Deeds Sharp arrived and began by saying that there will be a new LCHIP fee imposed in the amount of \$25, as of July 1, 2008. Commissioner Cryans asked how much the County receives of that money, to which RD Sharp said 4%.

RD Sharp said that Grafton and three other Counties will be paying a monthly lump sum to state from that new fee, which will be agreed upon via an MOA between County and state. Commissioner Burton said that before any MOA leaves the County he would like to see that pass through the Board of Commissioners.

Commissioner Cryans suggested that some kind of information be provided to the public so they understand where this LCHIP money goes.

The Commissioners signed the approval document for the purchase of a scanner for the Deeps Dept., which they approved by vote at last week's meeting.

RD Sharp resubmitted to the Commissioners, a draft of the procedures he would like agreed upon for the use of the surcharge account suggesting that they look it over for discussion another time.

*11:27 AM – Commissioner Richards moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Burton seconded the motion. All were in favor.

*11:35 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.

There was a discussion about the proposed revenue that RD Sharp has submitted in his FY09 budget as Rep. Almy felt it might be too low. Commissioner Richards asked the other Commissioners if they felt the budget should be adjusted accordingly and Commissioner Cryans said that as long as RD Sharp can defend his figures that it should be fine. RD Sharp said that in his opinion, the budget should be left alone.

*11:42 AM – Commissioner Burton moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Richards seconded the motion. All were in favor.

*11:45 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 moved to accept the recommendation of the Sheriff in the suspension one of his deputies for a period of three days, with no other action taken, which was seconded by Commissioner Richards. All were in favor.

Commissioner Burton said that after July 1st the Commissioners should tour the property, including Howard's Island.

Commissioner Burton would like to make sure that the signs are being put up when the firing range is in use.

Commissioner Burton also asked about bids being put out for the feed for the farm.

Commissioner Richards said that the energy committee has recommended that an energy audit be done for the complex so that there is a starting point at which to gauge the savings if an alternative energy is chosen or when energy saving measures are taken. According to the committee, the cost for an audit could be anywhere between \$20-50K and that she has asked some people to come and give a better price quote. Commissioner Richards asked whether or not she should ask that this money be added to the FY09 budget.

Commissioner Cryans said that before anything like that is done, he suggested contacting Woodsville Light and Power to see if they can do anything as far as an audit goes.

Commissioner Burton agreed. Commissioner Cryans said however, with the rising costs of energy, the County should do everything it could to cut the costs.

Commissioner Richards said that she still plans on contacting T. Gulbrandson regarding the Farm and asked Sec. Martino to send her all the minutes from the Farm Advisory Committee since its inception.

Being no further business, the meeting was adjourned at 12:00 PM.

Raymond S. Burton, Clerk