

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Monday Sept. 12, 2005

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

The Meeting was called to order 9:12 AM

Superintendent Glenn Libby gave his DOC report with a total inmate count of 121. Supt. Libby presented a request to the Commissioners for out of state travel to PA for training on new software.

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

Supt. Libby is finishing up a grant request which would allow him to hire a subcontractor to institute a program as a drug and alcohol councilor specifically for the women inmates. The grant requires that the Correctional Facility match the grant 25% in kind, which has already been worked out by the Superintendent.

Supt. Libby has received a letter of appreciation from Sullivan County, for help in their efforts in housing inmates from a large drug bust. Grafton County Correctional Facility was able to offer mattresses and blankets, as well as accepting the transfer of nine of the incarcerated inmates, on a temporary basis.

Commissioner Burton moved to accept the transfer of the nine inmates to the GCDOC, which was seconded by Commissioner Gabler. All were in favor.

Supt. Libby informed the Commissioners that an inmate, who was out on an electronic monitoring bracelet, had fled the area. The Supt. and law enforcement has been in contact with his girlfriend in an effort to retrieve him.

* 9:20 AM – Commissioner Gabler 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.

9:42 AM – Commissioner Burton moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Gabler seconded the motion. All were in favor. No motions were made and no actions were taken while in Executive Session.

Homer May arrived to show the Commissioners the Haverhill website and to ask the Commissioners if they would agree to send him the approved Commissioner Meeting Minutes so that he could put them up on the site. The site was created four years ago and currently

contains one hundred-thirty pages of information. Mr. May plans to advertise the site more, so that he can get more hits. The Commissioners agreed to have the approved minutes sent to him via email, which would begin with the month of July 2005.

Commissioner Cryans motioned that since the ex-commissioners office building is no longer being used as such, that the conference room in the newly renovated building be dedicated to Barbara B. Hill, thus removing the plaques from the old conference room building and putting them in the new conference room building, in her honor. Commissioner Burton seconded the motion. All were in favor.

Commissioner Gabler moved to accept the minutes from the August 29, 2005 meeting, which was seconded by Commissioner Burton. All were in favor

The Commissioners signed the check register.

Executive Director Clough presented the Commissioners with an educational assistance request from an LNA. Commissioner Gabler moved to approve the request, which was seconded by Commissioner Burton. All were in favor.

The Commissioners reviewed the GCDOC Superior Court Report

The Commissioners signed an MS-1 form from the town of Livermore.

Executive Director Clough asked which Commissioners would be attending the North Country Council Annual Meeting on October 13, 2005 at the Mountain View. All three Commissioners will attend.

Executive Director Clough presented the Commissioners with an out of state travel request from an Extension Educator who would be traveling to PA for training. Commissioner Gabler moved to approve the request, which was seconded by Commissioner Burton. All were in favor.

Nursing Home Administrator Eileen Bolander arrived to give her report. A hospice contract is currently in the works and will hopefully be set up within the next month, as soon as the RN situation becomes stable.

The Nursing Home will be hosting a seminar on Medicare D, on Sept. 22, 2005

NHA Bolander will be attending a Health and Human Services seminar on Sept. 22, 2005.

NHA Bolander and DON Renee Shields attended a Leadership Training Program sponsored by CMS that focused on resident restraints. GCNH is currently at a mere 1% when it comes to restraint, and that is for a resident who actually requires it.

There has been an increase in the cost of pharmacy recently because of state OTC exclusions. A program is being worked on to minimize expenses. The current census is 117.

Executive Director Clough discussed a letter from the AG's office regarding the Oath of Office taken for elected officials for Grafton County. Clerk of the Court will make copies of all the Oaths taken and send them to the AG's office on behalf of the officials.

Executive Director Clough presented a request to the Commissioners for a bid waiver from the nursing home for an EEG machine. The request is to purchase the machine from the Moore company for \$3375.74. According to the nursing home Administrator, it was the best machine for the money.

Commissioner Burton moved to accept the bid waiver, which was seconded by Commissioner Gabler. All were in favor.

Executive Director Clough presented a request to the Commissioners for a bid waiver from the County Attorney's Office for office furniture and set up. There were very few companies that would actually do the work and the decision was made to go with Creative Office Pavilion. Money has already been budgeted for the equipment and the work.

Commissioner Gabler moved to accept the waiver of bid, which was seconded by Commissioner Burton. All were in favor.

Farm Manager Donnie Kimball arrived with his report. The farm is milking 82 cows for a total of 10,400 gallons, 63# at \$15.65 a pound. FM Kimball noted that the price of milk will likely stay at \$15 for the rest of the year and then drop a dollar or two.

Potatoes are being dug and the corn is ready for cutting. No fertilizer was used on the corn this year and the yield has been very good. There have been six litters of pigs born.

The pumpkins are ready and the Executive Director will contact the schools to set up a day, preferably the week of October 10th.

Commissioner Burton asked how activity was on Howard Island and Farm Manager Kimball said that there seems to be a lot going on there and that people are enjoying it.

The Executive Director noted that Forester Parr is planning to get the roads fixed across the street in anticipation of the timber cut and deduct the cost of repairs from the proceeds of the timber cut.

* 9:50 AM – Commissioner Burton moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Gabler seconded the motion. All in favor.

10:00 AM – Commissioner Burton moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Gabler seconded the motion. All in favor. No motions were made and no actions were taken while in Executive Session.

Superintendent of Maintenance, Jim Oakes arrived and gave his maintenance report for the last three weeks, going over the activities done in the complex. Supt. Oakes informed the Commissioners that the vehicle used for county business has fallen into total disrepair and is not worth fixing. Commissioner Burton motioned to send the vehicle to the junk yard which was seconded by Commissioner Gabler. All were in favor.

* 11:05 AM – Commissioner Burton moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Gabler seconded the motion. All in favor.

11:25 AM – Commissioner Gabler moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Burton seconded the motion. All in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Gabler moved to concur with the actions of Sheriff Dutile, which was seconded by Commissioner Burton. All were in favor

COMMISSIONER ISSUES:

Executive Director Clough discussed the installation of Air Conditioning in the nursing home and questioned whether or not the Commissioners wanted to consider using some of the balance of the construction money, or use money from the nursing home capital reserve, of which there is a balance of approximately \$550K. If the decision is to take money from the capital reserve fund, there needs to be approval from the full delegation. Commissioner Gabler noted that money should be put aside from the construction balance to cover problems like the erosion that is happening from run off. Commissioner Cryans asked if the construction money could be used for such things and the Executive Director replied in the affirmative, as the erosion is a direct result of the new pitched roof that was put on the building.

Executive Director Clough stressed the need for a speedy decision as winter is approaching and work on the air conditioning will need to be done on the roof of the kitchen.

Commissioner Gabler motioned to request the money for the air conditioning come from the nursing home capital reserve fund, which was seconded by Commissioner Burton. All were in favor. The Executive Director will make arrangements with the delegation for a meeting as soon as possible.

Representative John Alger has resigned his seat on the delegation which will take effect on September 16, 2005.

* 11: 45 AM – Commissioner Gabler moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Burton seconded the motion. All in favor.

12:00 PM – Commissioner Burton moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Gabler seconded the motion. All in favor. No motions were made and no actions were taken while in Executive Session.

Executive Director Clough questioned the Commissioners as to whether or not they intended to pay the surcharge increase on the OAA/APTD. Commissioner Cryans said he would find out if there was any further new information when he goes to the state finance meeting. Item will be tabled until further notice.

The Executive Director Clough presented a letter from CASA thanking the county for the proclamation for Family Day and requests that the county do more to promote Family Day, perhaps in the way of a press release or payroll stuffer.

The Commissioner's Meeting on October 17, 2005, will be held in Plymouth. The Executive Director will reschedule the executive committee meeting from October 17th to October 24th.

Executive Director Clough informed the Commissioners that the employees of Grafton County would like to take up a collection to help people in need of assistance from hurricane Katrina, and asked if the county would somehow contribute as well. Contributions will be made to either the Red Cross or the Salvation Army. Commissioner Burton motioned to match the contributions made by the employees, up to \$5000, which was seconded by Commissioner Gabler. All were in favor.

Commissioner Burton and Commissioner Cryans attended the Lebanon City Council Meeting on September 17, 2005. Commissioner Burton spoke on state issues while Commissioner Cryans focused on county issues.

Being no further business the meeting adjourned at 12:10 PM

Raymond S. Burton, Clerk