

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday January 13, 2009

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

OTHERS: Harold Brown

Commissioner Cryans called the meeting to order at 9:01 AM

Nate Miller, transportation planner from UVLSP and Patrick Herlihy from HHS transportation, arrived to discuss the issue of transportation in the North Country with the Commissioners. They discussed having regional coordination councils and selecting brokers to handle the transportation. First order of business would be to get Medicaid patients to their appointments.

Commissioner Burton said that he feels that this process just continues on and on and it's time for results. He added that the only money that may be available for this would come out of Washington.

Commissioner Richards asked if the transportation would be available to the paying public so there could be some revenue and P. Herlihy said that eventually it would but that at first it would be for medical appointments.

N. Miller discussed the various regions that would be covered and said that there are more people needing rides and less funding available. He said that he felt it was important to keep the Commissioners abreast of what was happening. He asked what the County felt was their role is in this endeavor and how they might see the future. Commissioner Burton said that he can't see going to the taxpayers for more money and reiterated that the only money available would be federal money. N. Miller said that they weren't here to ask for money. He said that they appreciated the Commissioner's time and asked that they stay involved while this system gets put together. Commissioner Cryans said that it is still important that the Social Service that apply to the County receive their monies and that the Commissioners aren't ready to abandon that right now but they won't be funding any new services, though they understood the problem with transportation and wish them the best of luck with this endeavor.

H. Brown was recognized and noted that that there were people right here at the County who are often in need of rides including inmates who are released.

Human Services Administrator Nancy Bishop arrived and presented the Commissioners with the settlement amount from DCYF, which is \$18,641.95. HSA Bishop said that she had \$31K encumbered for this payment.

Commissioner Burton moved to allow payment for DCYF, paid to HHS to clear up all outstanding bills until July 1, 2009, which was seconded by Commissioner Richards. All were in favor.

HSA Bishop informed the Commissioners that there were two agencies (Listen and Hannah House) that did not get their Social Service applications in on time.

Bids were opened for Actuarial Services for a new accounting law that will be going into effect. Three bids were received and opened for review.

Jefferson Solutions Inc.
Buck Consultants
USI Consulting Group

There will be a recommendation to the Commissioners in two weeks.

Commissioner Richards moved to approve the minutes from January 7, 2009, which was seconded by Commissioner Burton. Edits were made. All were in favor.

The Commissioners signed the check registers.

Maintenance Supt. Jim Oakes arrived with his report *(see attached)
Commissioner Richards commended Supt. Oakes for his exemplary participation on the Alternative Energy Committee. Commissioner Burton stated that his performance at the Executive Committee meeting was very professional.

Engineer Shannon LaRocque arrived to discuss the water tank saying that there was power to the site and that once everything is online, they should be able to fill the tank. He said that he did not feel that the letter from Woodsville Water & Light was factual and that they had been involved right from the start. He added that the pouring of the concrete was done properly and that the shotcrete was applied under a greenhouse tent at a temperature of 70°.

S. LaRocque said that there is a plan to look into getting the complex on its own water system which would save the County over \$3600 a month.

S. LaRocque said that there are currently three options.

1. WW&L takes control of the tank.

This would be predicated on the reality that WW&L understand that losing the County and perhaps Hatchland Farm, which may opt to use County water if provided, could result in loss of about 20% of their customer base. He said he does not fully understand their reluctance to take over the tank as they were aware of the project from the start and the County used WW&L's own engineers for the project. He said that he did not think that B. Fagnant fully understood the process of the pouring and the shotcrete application.

2. Grafton County maintains ownership and contracts with WW&L when service or maintenance was needed.

3. The County develops its own water supply system.

S. LaRocque had a conversation with H. Hatch about connecting to Grafton County if there was a water supply and he told S. LaRocque that he would do that in a heartbeat

and stated reasons why it would be beneficial for him to get off WW&L. If that were the case, it would mean revenue for the County.

Commissioner Burton asked about the cost of drilling a well and S. LaRocque discussed how that would be investigated. He said that the cost to study this might be between \$2500 and \$5000. There was a discussion about the costs to maintain a public water supply system. S. LaRocque presented some fact sheets which showed costs and testing. He was also able to find out that five other Counties have their own water supply.

Director Clough asked about the possibility of getting a grant for this and S. LaRocque said that it's very likely or at the very least, there could be a low interest loan

Commissioner Burton said that first off, the letter from WW&L needs to be responded to as it contained serious allegations. Director Clough said that Supt. Oakes and S. LaRocque are drafting a letter which Supt. Oakes said should be ready by the end of the week.

S. LaRocque said there was plenty of testing done on the concrete that was poured and the cylinders containing the poured samples are tested and accompanied by reports.

Director Clough said that she would like approval from the Commissioners that investigating the possibility of a County water supply is acceptable to them. Commissioners Burton and Richards thought it was a good idea.

S. LaRocque said he would like to tighten up the numbers and contact the other Counties who have their own water supply. Commissioner Cryans said that he would like to know if the other Counties use other water sources as well and whether or not they set up their own company and if so, how many employees would that take. He asked how the water volume compares to what Grafton County would need. He added that he was not in favor of taking on any initial expenses and that he was very disappointed with WW&L.

Commissioner Burton moved to allow Supt. Oakes to go ahead and do an initial study for Grafton County's own water supply, to be kept under \$5000 and to look at alternative water sources for the County, which was seconded by Commissioner Richards. All were in favor.

Corrections Superintendent Libby arrived with his report *(see attached)
Supt. Libby said that the Grafton County DoC tested more people for their GED in the last six months than Littleton Learning Center did in a year. There have been 16 graduates and 2 graduations.

Commissioner Burton asked if the GED is required by law and Supt. Libby said it was not.

Commissioner Richards said that she had sent a pointed email to NHA Bolander about the use of vegetables at the Nursing Home and received a reply from her saying that County vegetables were of inferior quality in that they are smaller and often damaged thus making them harder to use. The Commissioner said that she was still not planning to give up on getting the Nursing Home to use the Farm vegetables.

Commissioner Cryans said that the NE Drug Court was trying to get something done regionally and asked if there was enough interest to do this. Supt. Libby said that he would have to defer that question to the County Attorneys, though he would support it.

H. Brown was recognized and said that the County Drug Court should be enhanced and they should forget about a regional Drug Court. He said that the program should be taken away from the County Attorney and that anyone who enters the County Jail should have the opportunity to take advantage of the Drug Court.

Director Clough discussed the letters to Congress requesting funding for the new Jail and where they should be sent and what should be included. Those letters will be going out right away.

Director Cough gave the Commissioners a preliminary budget schedule to see if there were any conflicts with their personal schedule. She said the budget schedule will be going out next week.

Director Clough contacted the Heartland Group for an update of the Gile Project.

The new Treasurer is now a signature on all accounts and Director Clough gave her a listing of all the banks in Grafton County or with locations in Grafton County as well as copy of statutes pertaining to the job.

Director Clough said that there is a House Bill, 135, which was put in by Wm. O'Brien which seeks to change the right to know law and to mandate that the Court invalidate any action taken at public hearings or meetings when a Court decides that there was a violation of 91-A..

COMMISSIONER ISSUES:

Commissioner Burton said he is getting ready to do his bi-annual visits to the Boards of Selectman in his district.

Commissioner Burton said that he had seen a picture of UNH Educator Deb Maes in the Valley News. She was at the City of Lebanon Master Plan forum which was to provide input for the update of the current Master Plan of the city.

Commissioner Burton asked if hiring policies mandate that employees must use direct deposit and Director Clough said that can not be mandated.

Commissioner Richards asked about fees paid to Engineer S. LaRocque and Director Clough said his fees are included in the costs of the particular project he may be working on.

Commissioner Richards said that she has drafted an article to go into the papers regarding the Delegation meeting on Alternative Energy.

Commissioner Richards asked the other two Commissioners how they felt about her starting a Farm Commission and Commissioner Cryans said there is very little time before the budget season begins and that perhaps she should think about it a little longer.

There will be no Commissioner meeting on January 20th.

Commissioner Cryans said that both he and Commissioner Richards attended Governor Lynch's inauguration and the swearing in of the Governor's Council.

11:58 AM being no further business the meeting was adjourned.

Raymond S. Burton, Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

December 9, 2008 – January 11, 2009

COMPLEX

Water Storage Tank & Main Project – Tank complete to the point where it will hold water. Currently filled to 5' level to prevent concrete from freezing. Morrill Construction (MC) constructed vault, stubbed in 12" main from tank and main line side. MC is in the process of connecting pipe, valves and other apparatuses inside vault. Woodsville Water & Light completed installing power to the site. Natgun's subcontractor to run power from pole to vault and hook up all electrical devices to include Modine heater and SCADA system that monitors tank water levels and system status. Still planning to bring tank on-line in the next couple of weeks.

Energy Audit – ERS is in the process of completing their preliminary report to Grafton County and will submit it to us for review on January 19th. Their final report will be included in the Alternative Energy committee's report to the delegation on Feb 2nd. ERS will be in attendance at the Alternative Energy Committee's presentation on the 2nd to present their findings and recommendations

Fire Extinguishers - VT Fire Extinguisher completed their inspection of all the fire extinguishers throughout the complex.

Fire drills – Conducted quarterly fire drills at the Courthouse and Admin Building. Overall response was better than expected.

COURTHOUSE

Boiler Fuel Pump – Replaced electrical motor

Front Entrance – Door closer screw holes stripped and closer started to fall off. Re-tapped holes and reattached closer

Rear Stairwell – Squirrel cage fan on wall heater started to fail and made lots of noise as it rubbed against housing...replaced squirrel cage fans

Lighting – Upgraded fluorescent lights in rear hallway from T12 to energy efficient T8 fixtures

Preventative Maintenance (PM) – Performed various PM tasks throughout

NURSING HOME

Washing Machines

- Replaced cracked drum seal on small washer
- Replaced cracked 4-way valve on large commercial washer

Food Warming Cart – Rebuilt harness and replaced middle element on food warming cart that is used in employee dining room

Kitchen Food Steamer – Electrical contactor in lower steamer failed...replacement part on order

Windows – Various windows throughout became fogged from defective edge seals...Replaced windows with warranty replacements

Light Ballasts – Replaced numerous failed light ballasts throughout

Profile & Maple – Routed power & data behind nurses stations to facilitate connecting computer printers

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Heating – Heat in paint room not working...found and replaced worn Belimo zone valve

ADMINISTRATIVE BUILDING

Fire Alarm – Discovered bad strobe in Extension Office, room 124, during fire drill...replaced strobe

Heating – Heat in Deeds computer and document rooms not working...found and replaced worn Belimo zone valves

Preventative Maintenance (PM) – Performed various PM tasks throughout

DEPT. OF CORRECTIONS

Sprinkler System

- Hampshire Fire replaced a 3' section of sprinkler manifold in attic space due to rust hole causing air leak
- Replaced all six sprinkler gages that were overdue 5-year calibration/replacement

Dorm South – Bearings failed on bathroom fan...replaced fan assembly

Preventative Maintenance (PM) – Performed various PM tasks throughout

FARM

Milk Line – Diaphragms failed on pump cleaning system...replaced two diaphragms

Backflow Prevention Device – Inspected & tested...checked good

Fire Alarm – Alarm dialer was not set up to do daily auto-test...Mammoth Fire reprogrammed dialer to do daily test

COMMUNITY CORRECTIONS BUILDING

Furnace

- Troubleshoot fail to start problem to bad circuit card...replaced bad board
- A few weeks later the fan motor failed on same unit...replaced fan motor and solenoid

Lighting – Upgraded fluorescent lights in rear conference room from T12 to energy efficient T8 fixtures. In process of upgrading other fixtures in building

VEHICLES & EQUIPMENT

¾ TON – Suffered \$850 in damage to rear quarter panel and taillight lens in backing up accident with 1-ton truck

1 TON – Burned up transmission while plowing hill to water tank...White Mountain Transmission rebuilt. Rich Clifford performed salting of parking lots in interim

NEW MAINTENANCE/FARM BUILDING

Garage Doors

- Inmate bent door track with tractor bucket while driving out
- Maintenance staff buckled garage door panel while backing truck into garage

OTHER

Accidents – In the last few weeks we've had four incidents involving vehicles. I've temporarily banned one employee from driving county vehicles until the department receives defensive driver/plowing training from the LGC

January 13, 2009

Commissioners Report

1. Population:	In-house: 96	Maximum:	26
		Minimum dorm:	33
		Minimum south:	09
		WHOC:	11
		Max/Handicap:	02
		Lockblock/Seg:	15

Weekenders: 05 Out of facility: 50

2. Community Corrections Report

- a) Drug Court – supervising (~~10~~) *2 in custody
- b) Electronic Monitoring – supervising (11)
- c) Daily Work Release – supervising (0)
- d) Community Work Program – On site

3. General:

- a) Inmate management/accounting system – update
- b) GED Program – update