

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday March 03, 2009

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

OTHERS: Harold Brown

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

HR Director Joanne Mann arrived with her report:

Vacancies

2- LNA's

1-Laundry Machine Operator

HR Director Mann reported that she had met with Primex last week and received a health insurance proposal from them. She and the Executive Director Clough would be meeting to review the proposal. She stated that Hillsborough County has this insurance and is very happy with it.

The Nationwide Deferred Comp representative was supposed to be on campus yesterday but canceled due to the weather, he will be rescheduled.

All GASB information is complete and will be sent out once the Business Associate Agreement has been executed.

HR Director Mann stated that they were in the beginning stages on looking at an employee discount program.

HR Director Mann reported that the American Recovery and Reinvestment Act of 2009 contains a provision that extends COBRA rights to certain individuals wherein the employee pays 35% and the federal government pays 65%. Commissioner Cryans asked if the County would pay the 65% initially and HR Director Mann indicated yes and then the County would be credited on our federal payroll taxes. Commissioner Cryans asked if this affected all employers and HR Director indicated she thought it was employers with over 20 employees, but will verify. HR Director Mann said that a preliminary look indicates that this will affect approximately six (6) people in the County.

HR Director Mann discussed the March of Dimes Walk-a-thon and indicated that it was that time of year again and was looking for direction from the Board of how much time she should invest in this as participation was very low last year. The walk will be April

26th. Commissioner Burton indicated he will be there and to send him the information. Commissioner Richards asked about putting out donation boxes and just making a donation.

HR Director Mann gave the Commissioners an extensive report detailing the Health Insurance benefits for the County. Commissioners discussed the report briefly and will review it and get back to her with any questions. Commissioner Richards thanked her for the report.

Commissioner Richards suggested that HR Director Mann include a workshop on “Multi-generational Workforce” at her Supervisors conference.

Commissioner Richards moved to accept the minutes from February 24, 2009, which was seconded by Commissioner Burton. Edits were made. All were in favor.

Commissioners signed the Check Registers.

Executive Director Clough discussed changes that were made to the Treasurer Sievers’ investment plan from last week. After the meeting last week Laconia Savings Bank called Treasurer Sievers and rescinded the bids that they had offered. Treasurer Sievers did some further research and was able to obtain a bid from Meredith Village Savings Bank for a 6 month CD that was at a higher interest rate than Laconia had offered. Treasurer Sievers suggest that instead of the 6 month CD at Laconia that the \$1M be placed in a 6 month CD at Meredith Village. In addition her original plan included a 2 month CD at Laconia; she suggested taking that money and increasing the liquid funds at Woodsville Guaranty and Northway.

Commissioner Cryans asked why Laconia had rescinded their bid and Executive Director Clough indicated to the best of her knowledge their rates had dropped and they could not continue to offer what they had.

Executive Director Clough further reported that all the money at WGSB had been increased to their bid of 2.00% as of last Thursday and that the rest of the funds would be set up in their respective accounts today and tomorrow.

Commissioner Richards moved to accept the changes to Treasurer Siever’s investment plan and Commissioner Burton seconded. Commissioner Burton asked the Executive Director if this was all done in accordance with NH State law and if it was legal and appropriate. Director Clough replied yes to the best of her knowledge. All were in favor.

Commissioner Richards asked if communication had been better. Director Clough replied that all correspondence had been done by email and that the Treasurer had responded to all her inquiries during the last week and that she was here to sign checks last week.

Director Clough presented an out-of-state travel request from the Nursing Home for the Health Information Manager to attend the Health Information Management Association of New England Conference in Connecticut. This is very pertinent to her role at the Nursing Home.

Commissioner Richards moved to approve the out-of-state travel request. Commissioner Burton seconded. Commissioner Richards asked what the expense was and if it was in the Nursing Home budget. Approximate costs will be under \$1,000 and it is included in the budget. All were in favor.

The Nursing Home submitted bids for mattresses and bedside cabinets. Bids were received as follows:

17 Mattresses:

McKesson:	\$9,776.00
Direct Supply:	12,950.68
Trans Med	12,975.50

NHA Bolander recommended that the bid be awarded to McKesson. Commissioner Burton moved to accept the bid of \$9,776.00 from McKesson for the mattresses. Commissioner Richards seconded. All were in favor

Hamilton Series Bedside Cabinet – 47

McKesson:	\$8,263.88
Direct Supply:	9,140.41
Spectrum Lifecare	8,872.50

NHA Bolander recommended that the bid be awarded to McKesson. Commissioner Richards moved to accept the bid of \$8,263.88 from McKesson for the bedside cabinets. Commissioner Burton seconded. All were in favor.

Director Clough referenced the Employee Discount Program that HR Director Mann had mentioned. The County is in the process of developing an employee discount program wherein the County will be approaching local businesses to offer County employees a discount. Director Clough explained that this is looked at as a benefit to both the employees and the local vendors.

Commissioner Richards felt that it was a win/win situation and should definitely be pursued and suggested that the list should include restaurants.

Commissioner Cryans asked if there was anything we could do to help local vendors and Director Clough stated that the County is very supportive of local vendors. Commissioner Cryans asked that the Department Heads be reminded of trying to help out locally.

Commissioner Burton was also very supportive of the concept.

Commissioner Burton moved to approve the development of an Employee Discount Program. Commissioner Richards seconded. All were in favor.

Director Clough discussed the renewal of a lease that the County has with the State Department of Health and Human Services for an office of 112 sq. feet at the Courthouse. The lease is up in June and Director Clough was inquiring what the Commissioners thoughts were on rent. Currently they pay 12.20/sq. foot. Commissioner Richards stated that she was inclined to leave it as it is for the next three (3) years as a gesture of goodwill and being a good neighbor.

Commissioner Richards moved that the rental fee for DHHS at the Grafton County Courthouse be kept the same for the next three years. Commissioner Burton seconded. All were in favor.

Director Clough indicated that the County had received a letter from Woodsville Water & Light in response to the request for maintenance fees for the new water tank. Maintenance Supt. Oakes has reviewed the information and does not feel that we will need the services of the Water & Light as he and Richard Thompson are taking a course to become certified to do the bacteria testing. Commissioner Cryans inquired as to the status of the tank. Director Clough reported that the tank had been chlorinated on Monday and that they had began filling the tank today. She was unsure of the length of time required to fill the tank, but thought it should be online shortly.

Commissioner Richards stated that she would like a press release to be done to discuss the water tank. She commented that she did not have the appropriate information to put this together so she would need some assistance. She also inquired as to the recommendation from WW&L to clean the tank every five years concurred with Natgun's recommendation which it does. She also inquired what the status was of the WW&L taking over ownership of the tank. Director Clough commented that this has not gone any further since the last letter that we had sent to the Water & Light. Lastly she inquired about Maintenance Supt. Oakes comments regarding the hydrant fees that we are paying. She wondered what the status was. Director Clough informed the Board that he was looking for some direction from the Board as to whether to continue to pay these fees. Her feeling was that if we were paying the fees for adequate fire protection that the County should stop paying these once the water tank goes on line. Commissioner Richards would like this followed up on. Commissioner Cryans suggests that we wait until the tank is online and everything can be assessed.

COMMISSIONER ISSUES:

Commissioner Richards stated that she was appreciative of the opportunity to travel to the NACO Legislative Conference next week. She found this very helpful last year and is looking forward to this year.

Commissioner Richards stated that she visited the Ashland select board last night and after the meeting was approached by two (2) people. One (1) was thrilled with the care that his grandmother had received at the Nursing Home and the other who wanted a prescription drug card for his grandmother.

The Commissioners discussed the importance of continuing to promote the Prescription Drug Cards.

Commissioner Richards informed the Board that she had an Alternative Energy Committee meeting last week and they are taking a very serious look at the possibility of geo-thermal for the jail. She stated that she has received a proposal from Gary Phetteplace to continue work on this and to work with SMRT during the re-design process to see if geo-thermal could work.

Commissioner Cryans asked what would happen if the County were to receive the \$4.8M requested through USDA for the Bio-Mass project. Would we still be looking at geo-thermal? Commissioner Richards didn't really know what would happen then.

Director Clough indicated that SMRT should be somewhat familiar with geo-thermal as the Cheshire County Jail is being built with geo-thermal.

The Commissioners discussed funding opportunities and Commissioner Cryans suggested that Commissioner Richards visit with USDA when she is in Washington to follow up on the requested \$4.8M. She will do that. Further discussion of the geo-thermal will be held at a future meeting.

Commissioner Burton commented that the County needs to move on the Bio-Mass project and that money is going to move fast and if we are not ready for it someone else will be.

Commissioner Burton inquired what the status was of the Right-to-know request that the County had received from Harold Brown. Commissioner Cryans stated that he had spoken to Mr. Brown to clarify what he was looking for. Mr. Brown stated that he wanted the public to be able to see the papers that the Commissioners pass around during their meeting that they do not comment on. He felt that these are public documents and should be available for review by the public. Commissioner Cryans cited a specific example and

Mr. Brown said that was exactly what he was referring to. Commissioner Cryans stated that we would make those documents available.

Commissioner Burton asked Mr. Brown if he was satisfied with Commissioner Cryans response to his request and Mr. Brown stated that he was.

Commissioner Burton informed the Board that he had met with select boards from the Town of Haverhill and Bath last night and that there were more positive comments than negative. He did have a couple inquiries on the jail that will be responded to. Overall they are very happy about the services from the Nursing Home, Dept. of Corrections and the Community Work Program.

Commissioner Richards stated that she is visiting the Alexandria select board tonight.

Commissioner Cryans stated that the mental health group met last week and have identified the task of developing a crisis brochure that will give people access to critical phone numbers. As of now DHMC has committed to fund this project. Commissioner Burton asked if the County would be asked to fund. Commissioner Cryans stated he did not think so.

Commissioner Cryans commented that the County lost the former Police Chief of Lebanon, Ben Thompson this week along with former District Court Judge John Boswell.

Commissioner Richards inquired if Representative Ward had been responded to adequately. She has sent a reply email and Commissioner Cryans has phoned him and left a message.

Director Clough reminded the Board that there was a budget meeting on Thursday at 9AM and the there would be no meeting next Tuesday, March 10, 2009. She also mentioned that the Board would be meeting with the Employee Council on March 17, 2009 so that they should begin thinking about negotiations with them.

Being no further business, Commissioner Burton moved to adjourn. Commissioner Richards seconded. All were in favor. 10:34 AM.

Respectfully Submitted,

Raymond S. Burton, Clerk