

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday Sept. 16, 2008

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

Commissioner Cryans called the meeting to order at 9:12 AM.

Maintenance Supt. Jim Oakes and Engineer Shannon LaRocque arrived to open bids for the Feed Bunker and Main Water Line projects.

FEED BUNKER

Horne Excavating	\$105,160
Ron Fenoff Excavating	\$ 87,451
Morrill Construction	\$ 93,800

WATER MAIN LINE

North East Earth Mechanics Inc.	\$229,667.50
Twin State Site Work	\$203,872.50
Merrill Construction	\$208,822
RM Piper Inc.	\$219,553.50
James Piscopo	\$236,515.50
Morrill Construction	\$159,084
JP Sicard	\$269,784
Dubois Excavators	\$212,000

Supt. Oakes and S. LaRocque took the bids away to check all the information and will bring back recommendations.

Nursing Home Administrator Bolander arrived. Commissioner Cryans asked her how C. Labore was doing at his new job as Administrator at the Clough Center in New London. She said that he was doing very well and that she hears from him regularly.

Census is 132 with 3 expected admissions.

A grant was received from Arts Alliance of Northern New Hampshire, which would be shared with other entities and will provide a variety of different types of entertainment for the residents.

The NH is still waiting for the surveyors to arrive.

Flu shots will be given at the Nursing Home on Oct. 8th & 9th at L. Klein's office. 150 shots are available to employees.

NHA Bolander presented a request letter from DoN Shields asking the Commissioners for pay in lieu of vacation time since she was at risk for going over her allotted bank and would not be able to take vacation for a while due to certain circumstances. DoN Shields did not want to lose her vacation hours. Commissioner Cryans asked what she had for

total accumulation and after checking, Director Clough said that she is maxed out at 300 hours right now.

Director Clough said that she knew of only one other time that vacation time was paid and that what has been done in the past is that the person has been allowed to accumulate days over the maximum amount until they are able to take time off.

Commissioner Cryans said that it appeared that there are exceptions that have been made in this way and noted that the County encourages people to take their vacation days when they have them.

Commissioner Burton asked if DoN Shields was a classified or unclassified employee and Director Clough said unclassified. Commissioner Burton asked if this is allowed under policy rules and Director Clough said that it has been done in the past.

Both Commissioner Burton and Richards said they felt that employees should take their vacation time.

Commissioner Burton moved to agree to pay DoN Shields per her written request, which was seconded by Commissioner Richards.

Director Clough said that there would be no violation of laws but that the Commissioners should be prepared to receive this request from other employees who have been in this same position and were not paid as such.

Commissioner Cryans said that they would be opening a “Pandora’s Box” if they were to grant this request and said that he believed that vacations are a needed rest and rejuvenation time. He said that a good solution has been offered and he would like to see it handled that way. He said he would vote against any monetary compensation.

When the vote was taken, 1 (Commissioner Burton) was in favor, and 2 were opposed.

Commissioner Richards then moved to allow DoN Shield to accumulate her earned time without loss until further notice, which was seconded by Commissioner Burton. All were in favor.

NHA Bolander said there is a new life safety officer doing the survey, who is quite gung ho and has already hit a couple of other Counties, costing them a lot of money.

Commissioner Burton commended NHA Bolander, saying that she was one of the best administrators they have but noted that both he and Commissioner Richards were talking with D. Paronto from the Jail who had said that they hadn’t been contacted by D. Knott for at least three weeks to order any Farm vegetables and both of them felt strongly that the Nursing Home should be using produce from the Farm.

Commissioner Burton moved that inmates, residents and employees of Grafton County have Grafton County vegetables, corn, potatoes, etc., in the kitchen and Jail while respecting dietary restrictions, which was seconded by Commissioner Richards.

NHA Bolander said that she was confused because she thought that this was being done, thought she has been off on FMLA for a while and perhaps was not aware that it wasn’t happening.

NHA Bolander said that from the kitchen's side of things, menus have to be made weeks in advance and there are certain restrictions on how many times a vegetable can be served in that week. She said that there is a staff issue as well when it comes to the labor needed to prepare these vegetables adding that there is no storage room either. NHA Bolander cautioned the Commissioners that the vegetables from the Farmstand also cost more than what can be purchased from Fitz-Vogt.

Commissioner Richards said that the Farm Advisory Committee has voiced concerns about why the produce wasn't being used at the Nursing Home, as were her constituents. The Commissioner also said she didn't understand the reluctance to use inmates in the kitchen. NHA Bolander said that inmates need constant supervision and training and there is also the issue with infection control and said that the surveyors hate seeing inmates in the Nursing Home. She said that there are numerous issues with inmates in the kitchen, as it had been tried in the past. Commissioner Richards said then that she understood that there is a supervision issue with using inmates.

Commissioner Richards said that there is a rehabilitative value to having inmates work in the kitchen and NHA Bolander questioned if it was the responsibility of the Nursing Home to rehabilitate inmates. She then suggested that the Commissioners meet with D. Knott and the Fitz-Vogt representative about issues that they have had in the past with inmates in the kitchen.

NHA Bolander said that she would follow up on why vegetables have not been ordered and used in the last three weeks.

Commissioner Cryans said that he did not want to get involved in micro-managing the running of the Nursing Home. The other two Commissioners were adamant about using Farm vegetables in the kitchen.

When the vote came down, all were in favor.

Human Resource Director Joanne Mann arrived and began her report with vacancies.

- 4-LNA's 3-11 shifts
- 1- LNA 7P -7A shift
- Spare dietary
- 1 Spare PT Dispatch

HRD Mann said that K. Clough had returned from FMLA and that she herself had been out and is now taking intermittent FMLA.

HRD Mann and two of her staff will be attending training at SPB&G.

*10:12 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.

*10:17 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.

Director Clough said that she was informed that to finance the water tank, the County will need to go through a process which includes a public hearing and 2/3rd's majority

delegation vote. Dates were discussed as to when they might be able to hold a public hearing.

Bid acceptance for the water tank project will need to be contingent upon the aforementioned procedure and conditions.

Human Services Administrator Nancy Bishop arrived. She spoke briefly about the State Finance meeting.

Commissioner Cryans asked HSA Bishop if there was good attendance planned for the County Conference, which she has been overseeing, and she said it should be well attended from Grafton County.

Supt. Oakes and Shannon LaRocque returned after reviewing the bids for the two projects earlier in the meeting.

Fenoff Excavation was recommended for the Feed bunker with the lowest bid of \$87,450. S. LaRocque said that he had worked with them in the past and they were very professional.

Commissioner Richards moved to accept the bid from Fenoff Excavation in the amount of \$87,450, for the feed bunker project, which was seconded by Commissioner Burton. All were in favor.

Supt. Oakes said that when the figures were checked on the Water Main project, two companies had miscalculated. The actual amount for Twin State was \$204,672.50 and the actual amount for Dubois was \$217,200. In any event, the lowest bid was Morrill Construction which was recommended.

Commissioner Richards moved to award the bid for the water main to Morrill Construction which is contingent upon having a public hearing and a 2/3rd's approval vote from the delegation, which was seconded by Commissioner Burton. All were in favor.

Director Clough stated she was in the process of working on a draft agreement for the Woodsville Water & Light in conjunction with the water tank project.

Commissioner Burton moved to approve the minutes from September 8, 2008, which was seconded by Commissioner Richards. A correction was made. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed the DoC Superior Court Report.

An educational assistance request was presented for an LNA who needed to take a chemistry course.

Commissioner Richards moved to approve the educational assistance request which was seconded by Commissioner Burton. All were in favor.

Director Clough presented an out of state travel request from D. Maes of UNH Cooperative Extension to travel to Indiana for the NH Extension Assoc. for Family and Consumer Sciences national convention as she is the President.

Commissioner Burton moved to approve the out of state travel which was seconded by Commissioner Richards. All were in favor.

Sheriff Dutile, Farm Manager Kimball and Supt. Oakes arrived to discuss an issue with the upcoming water tank project. Commissioner Richards began by saying that it was brought up at the Farm Advisory Committee that the water tank project would be going on in an area that is used by hunters and this will be a safety issue. Commissioner Richards was concerned about signage and who would be policing the area if posted.

Supt. Oakes said that the start time was scheduled for Sept. 29th and the water tank portion of the project was scheduled to begin around Oct. 6th.

There were discussions about how the land should be posted. It was determined that a section of the land would be posted as a "safety zone" area and that Sheriff Dutile would order signs and that Supt. Oakes, FM Kimball and the Sheriff's Dept. would determine where they should go. If there are any issues, the Sheriff's Dept. can be called to the scene.

Commissioner Burton moved to approve having a "safety zone" area while the water tank project is taking place up on the hill, which was seconded by Commissioner Richards. All were in favor.

Commissioner Burton said that he and Sheriff Dutile were at an event of the Plymouth area writers, giving out awards.

The Commissioners signed a time extension request to CDFA for the Gile project CDBG project, which is still under construction.

The Commissioners signed a drawdown request for Adi Mab CDBG.

Commissioner Cryans signed a service agreement with LGC for the Medicare Part D Retiree Drug Subsidy program.

Commissioner Cryans signed a finalized contract with HP Cummings for Construction Manager Services for the Jail project. Director Clough said that signing the contract will have no bearing on the current legal situation.

A letter was received from the Woodsville Wal-Mart which declined a request from the BBH Fund(s) for a donation. Director Clough will send another request to the Littleton Wal-Mart for the same.

The Land Use Policy Committee will meet on Friday.

Court will be held on Thursday in Lancaster beginning at 9:00 AM

A call was received from Arthur Thompson of SMRT, who said that they had to let Jeff Skeggs go, who was the project manager for the Jail Project. So should the jail project continue, it will be without him.

The final year of a two year contract for a re-evaluation for the unincorporated town of Livermore was signed.

Director Clough presented an upgrade for an employee at the Sheriff's Dept who had been approved for a grade increase from a 3 to a 4, which was recommended by the wage consultant and approved by both the Sheriff and the Human Resource Director. Commissioner Cryans asked how this upgrade differed from what was presented last week and it appeared that there wasn't a lot of difference once it was explained.

There was further extensive discussion.

Commissioner Burton moved to approve the grade increase, which was seconded by Commissioner Richards.

Director Clough said again that she feels that there needs to be a consistent manner in handling these requests and that if the wage consultant, who is paid a lot of money, is ignored for his suggestions, then there will be some issues.

Commissioner Richards said that she didn't feel as though the consultant is working within the constraints of a budget in this economy. Commissioner Cryans didn't see any reason why it would be done this time when the same conditions were denied last week.

When the vote came down, 1 (Commissioner Burton) was in favor and the other 2 Commissioners were opposed. No grade increase was granted.

There will be an Alternative Energy Meeting Tuesday the 23rd at 2:00 PM

Commissioner Cryans passed out a report on the LGC backup tape incident and said that he could give no further information at this time.

Commissioner Cryans said that he was contacted by D. Michelovic from Service Link who would like a letter of support, which the other Commissioners agreed with.

Commissioner Burton said that he is having a "go around" with the WIC office at HHS and he is trying to get some regulations changed so that farm stands can be reimbursed for WIC coupons. He suggested to HHS that someone should come to the County and visit this Farmstand and meet with Supt. Libby.

Commissioner Cryans noted that all three Commissioners attended the GED graduation that was held at the Jail for seven graduates. He said that Supt. Libby and Ken Skransky should be commended for the great job they've done with this program.

Commissioner Cryans commented on the wonderful retirement party that was held for N. Parr and T. Buob at UNH Extension and that there were many attendees from UNH including John Pike and Paul Bonaparte Krogh.

With no further business the meeting adjourned at 11:50 AM

Raymond S. Burton, Clerk