

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday September 23, 2008

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

PUBLIC: Commissioner Candidate District 3 Omer Ahearn, Register of Deeds Candidate Lynn Wheeler, owner of Abbey Farm Daryl Grasso, Woodsville resident Harold Brown and Valley News reporter Peter Jamison.

Commissioner Cryans called the meeting to order at 9:08 AM and asked everyone to introduce themselves. Supt. Libby was also in attendance.

Elizabeth Biron and Margaret Murphy from the NH Nutrition and Health Promotion Section, WIC (Women Infants and Children) program arrived at the request of Commissioner Burton, to discuss the possibility of farm stands accepting WIC coupons. Commissioner Burton thanked everyone for coming and then asked what changes needed to be made and at what level, in order for farm stands to be able to accept WIC coupon. M. Murphy put together a summary for the group.

This is a 3 program benefit which includes WIC, Senior Farmer's Market Program and Commodity Supplement Food Program, all of which makes fresh fruits and vegetables available to those in need.

The state does have the option to ask that farm stands be allowed to participate if access is an issue and the state plan is due by November 15th. There are currently no definitions of what a qualified farm stand is.

Is Access an Issue?:

- Currently, NH has 59 Farmer's Markets and 149 participant Farmers.
- Grafton County has 3 Farmer's Markets (surrounding the Haverhill area)
- 50% of all distributed coupons are redeemed

Participation:

- Last year Grafton County had 871 participants for a total cost of \$12K
- Redemptions totaled \$6500
- State wide redemptions totaled \$212K but were only funded at \$204K, which required additional funding.
- Grafton County represents about 3% of the program.

Commissioner Burton asked D. Grasso if the Woodsville Market accepted the coupons, to which she replied that they did.

Commissioner Burton asked how the Grafton County Farmstand gets in the ballgame and M. Murphy said that the County would either have to set up their wares at an authorized farmer's market or the County could petition the USDA.

There was further discussion about which farmer's markets participate and in what areas. D. Grasso named off some of the markets, including Woodsville, Plymouth, Enfield,

Lebanon, Hanover, Piermont and Bethlehem and said that they all have farmers there who participate in the program. She said that if authorized farmers wanted to travel to different markets they could and that all those markets have approved vendors.

Mike Dumond, Bureau Chief of the WIC program arrived.

D. Grasso said that the farmer's markets are comprised of local family farmers and unlike the County, they are not subsidized by anyone and don't have the use of inmate labor. She said that she has huge difficulty in calling the Grafton County a family farm. She said that giving a 25% discount to the elderly and the needy is not a choice for local farmers.

Commissioner Burton said that he is a life long supporter of the WIC program and that by both his voice and by pen, he would support that all vendors be changed and allowed to accept WIC coupons. He said that he would like to see Mr. Dumond inform Commissioner Toumpas of this visit and that he would like to see this as a topic of conversation at the next district council meeting and see local, county and state candidates attend. Commissioner Burton also asked Mr. Dumond if he would call the state corrections to see if the state prison accepts this program. He said that he would like to see farm stands such as the Abbey Farm be able to accept the coupons.

Commissioner Cryans said that he would disagree with Commissioner Burton in that he thinks that the farmer's markets operate well and he doesn't want to see them weakened by opening up the program to the farm stands as there is only a certain amount of money to be given out. He said that he thought it would be better to encourage more families to participate in the farmer's markets.

M. Murphy asked if Commissioner Burton was looking for a vote at the council meeting and he replied that they function strictly as an advisory committee only.

Commissioner Richards said that she would like a waiver for the County Farm as there are only three left in the state. M. Murphy said that she has looked into waivers and it's just not possible.

O. Ahearn spoke and said that he has worked to set up the Farmer's Market Association and that farmers are out everyday working but that farmer's markets are only open at certain times. He suggested getting the Farm Bureau involved.

D. Grasso said that she will do all that she can to prevent the Grafton County Farmstand from accepting the WIC coupon or to have the Farmstand at all and that they should not be competing with the agricultural community.

H. Brown echoed the sentiments saying that the government has no business having the Farmstand and that they have violated the law by accepting the WIC coupons. He said it is not a function of County government to have a farm stand run by slave labor and added that the County had broken a federal law.

Mr. Dumont said that the program budget has had difficulties with a deficit and that needs to be factored in when making decisions.

The guests were thanked for coming.

9:44 AM Commissioner Richards moved to recess the meeting to attend a ribbon cutting ceremony at the Woodsville Wastewater Treatment Plant, which was seconded by Commissioner Burton. All were in favor.

10:54 AM The Commissioners resumed their meeting with L. Wheeler and O. Ahearn again in attendance

Commissioner Richards moved to approve the minutes from September 16th, which was seconded by Commissioner Burton. An addition was made. All were in favor.

Chad Whitehead, Robert Dufrane, Shannon LaRocque and Supt. Oakes arrived for the opening of the bids for the water tank project, of which there were two.

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| Natgun Corporation – concrete tank | \$572,000 |
| Statewide Aquastore Inc. – glass fused to steel tank | \$595,459 |

Supt. Oakes said that because this was a specialized product, the ads went out to bid construction agencies.

Commissioner Richards asked if the concrete tank would have longevity and R. Dufrane said that Natgun professes 100 year longevity on the tank and that concrete has the least maintenance of all.

Commissioner Cryans asked S. LaRocque to explain the reason for the tank to the two guests.

S. LaRocque said that after a fire destroyed one of the County buildings it was determined that there was a need for a solution to having proper water suppression and the solution was to have a tank which would feed the County supply. This will also help the precinct of Woodsville as well and be an asset to the proposed new jail.

The proposals were taken away by the group to review.

The Commissioners signed the check registers.

The Commissioners signed the MS2 for the unincorporated town of Livermore.

The Commissioners signed a letter to Mason & Rich which stated that the County provided all required and requested information for the audit.

Supt. Libby arrived with Farm Manager Kimball who gave his report saying that he was milking 80 cows, shipping 10,800#’s of milk for an average of 67#’s and the current price of milk is \$20.63

The Farm is busy with their fall work, digging potatoes, haying etc. The bunker project is underway.

Commissioner Richards asked FM Kimball whether or not there might be any cord wood left in the event that there may be some for needy individuals and FM Kimball said that he had orders for about 50 cords so far and there may not even be enough for that.

Commissioner Burton informed L. Wheeler and O. Ahearn that he had been signing bills for payment as one of his duties as clerk and noted that he seldom sees any vet bills, attributing the good care of the herd to FM Kimball and his staff.

Supt. Libby gave his report *(see attached)

Supt. Libby said that the Farm stand is no longer taking the WIC coupons but he will still tend to the needs of the people. He said that he had visited the Piermont Farmer's Market and there is really not much there for the people using WIC coupons.

- Supt. Libby said that they're getting ready to ramp up for donations.
- There will be ten participants in the Thresholds Graduation on October 14th at 6:15.
- The first Drug Court Graduation will be held on October 22nd.

Supt. Libby thanked the Commissioners for attending the GED Graduation and since then there will be another eight graduations coming up and he attributes that to the enthusiasm of Ken Stransky.

Commissioner Cryans said that the examples of seeing their peers graduate may have inspired them to do so as well.

Commissioner Cryans explained the GED program that has taken place at the jail, to the two guests. L. Wheeler asked if these were people who are scheduled to go back out into the community and Supt. Libby said that some were and some would still be in holding.

Commissioner Cryans informed the guests that Drug Court is another positive program.

Commissioner Burton asked Supt. Libby to get in touch with the president of White Mountain Community College to see if there may be a "running teacher" who might be interested in offering further education to inmates.

Supt. Libby said that for the last six days there have been fresh potatoes served at the jail.

Commissioner Burton asked Supt. Libby to get in touch with the Alternative Center Peer Support group in Littleton as they were looking for a donation of vegetables.

Commissioner Burton commended Supt. Libby for all his hard work.

Commissioner Richards asked if there is a cost to take the GED and Supt. Libby said that the fee was \$20 and is either paid for by the inmate if they can afford it, or the County.

Commissioner Richards echoed Commissioner Burton's sentiments about Supt. Libby.

Director Clough discussed providing items for the silent auction to be held at the County Convention and the County will be providing a basket of fall vegetables.

Director Clough stated that she had responded to a request from Rep. Aguiar's for information concerning longevity. Director Clough informed him that there were 108 employees who receive longevity including 1 elected official, which is roughly a quarter of the employees. Longevity payout amount is \$83,160 gross, which is a small percentage of the overall annual payroll of approximately \$12M. Director Clough said that longevity continues to be an issue with certain delegation members and will likely come up again. Commissioner Burton stated that under NH law, the Commissioners set the policies for the County.

Chad Whitehead, Robert Dufrane, Shannon LaRocque and Supt. Oakes returned to give their recommendation on the water tank bid to Natgun in the amount of \$572,000.

Commissioner Burton moved to accept the bid from Natgun for a concrete water tank in the amount of \$572,000 with the provision that there be a public hearing and a 2/3's delegation vote approval, which was seconded by Commissioner Richards. All were in favor.

The public hearing and delegation vote will be held on Monday September 29th beginning at 9:00 AM, followed by an executive committee meeting.

Supt. Oakes gave his Maintenance report *(see attached)

Director Clough gave the Commissioners the tax rates which were received from DRA and showed the amounts owed by the towns, in a comparative breakdown from last year.

Director Clough said that she was contacted by the new Lincoln Town Manager who would like to schedule the Commissioners for a Selectboard meeting so that they can be apprised of what's going on with the County. The meeting will need to be at a time when Commissioner Burton can attend as that is his district.

L. Wheeler said that Lincoln also has some concerns about the recording of deeds at the County and the way that the LCHP is being handled.

Director Clough informed the Commissioners that Sheriff Dutile and HR Director Mann would like to meet with them to discuss the Commissioner's denial of an upgrade for a position in the Sheriff's Dept. It will be scheduled for the 28th of October as that is the soonest they will all be together again.

COMMISSIONER ISSUES

Commissioner Burton said that he believes that wherever food is purchased, that the WIC program be in place and that if the motion does not pass then he will pursue it on his own adding that he feels there should be more money put into the program.

Commissioner Burton moved to support a change in the plan of HHS and that they accept WIC coupons at farm stands, which was seconded by Commissioner Richards.

Commissioner Cryans said that there is very little money in the program and doing this will dilute the pot even further. He said that other farm stands may not want to have to handle these anyway. He said that if you cut up the pie too many ways you lose effectiveness and the whole program could go away unless there is more money, therefore, even though it's not that he doesn't want to help people, he can not support the motion.

Commissioner Richards said that she had mixed feeling about it and felt that it is very important to at least inform people who go to farm stands, where they can redeem their coupons.

When the vote came down, 1 was in favor (Commissioner Burton) 2 opposed.

Commissioner Burton said that there have been discussions around about SWAT teams and that he had spoken to Sheriff Dutile knowing that the County belongs to the SOU. He said that he would like to get more information as to whether or not this is a duplicate agency. He also added that he has a concern about the multiplicity of vehicles at an incident and whether or not they are all really needed saying that there must be some way to determine the severity and the need for certain vehicles before everyone shows up in one. This will be discussed with Sheriff Dutile when he meets with them on the 28th of October.

Commissioner Richards asked if any law enforcement agency can use the shooting range and Director Clough said that they can, but right now the only others that use it are the Haverhill PD. Commissioner Richards asked if there was a lead recovery program and Director Clough said that she did not have the answer to that.

Commissioner Richards asked Sec. Martino what she thought of the new email program that the IT Manager set up and she responded less than positively. Director Clough was more diplomatic about the differences between what was being used (Outlook) and the new program and added that the impetus for the change was that the licensing on Microsoft programs is more expensive.

Commissioner Cryans will be attending a "Mental Health in the Criminal Justice System" symposium at the Grappone Center on November 6th & 7th. Commissioner Cryans said that he was going for both the jail and the Drug Court and to hear about the possibilities of a mental health court.

Commissioner Burton said that he hopes that Commissioner Cryans reminds the judges at the symposium that programs cost money and that these are the programs that help keep people out of the jails and that judicial cuts mean people stay in jail longer.

Before moving into executive session, Commissioner Cryans thanked both Lynn Wheeler and Omer Ahearn for attending the meeting and seeing how the County operates. He suggested that they tour the rest of the complex.

*12:47 PM – 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.

*1:04 PM– 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.

Commissioner Cryans asked Commissioner Burton if he thought that the meals that were purchased while the Commissioners were in court should be reimbursable and he said that they should. Director Clough said that there should be a policy made regarding meals and what is reimbursable.

It was recommended that NHAC, along with the AG’s Office should review some of the issues that the County has been facing as it could happen to any County, and set some basic yet specific policies.

1:15 PM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk

September 23, 2008

Commissioners Report

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| 1. Population: | In-house: 101 | Maximum: | 26 |
| | | Minimum dorm: | 38 |
| | | Minimum south: | 12 |
| | | WHOC: | 14 |
| | | Max/Handicap: | 01 |
| | | Lockblock/Seg: | 10 |
| | Weekenders: 03 | Out of facility: 36 | |

2. Community Corrections Report

- a) Drug Court – supervising (13) * 1 in custody * 2 absconded
- b) Electronic Monitoring – supervising (6)
- c) Daily Work Release – supervising (1)
- d) Community Work Program – *Cpl Webster on medical leave

3. General

- a) Grafton/Carroll County CO Certification Academy – update
- b) Farmstand – update

Dates:

September 29, 2008 @ 10am CO Academy Graduation

October 14, 2008 @ 6:15pm Thresholds Graduation

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Aug 26 – Sep 22, 2008

COMPLEX

New Maintenance Building – Construction of the new building is proceeding well. Construx is finishing the roof and some interior carpentry. Plumbing electrical and fire protection trades are on site and proceeding on schedule. The first week of October the siding, door and insulation sub-contractors will be on site to begin their work. We are still anticipating a Nov 15th occupation date.

Sewage Meter – I met with the owner of Pump Systems Inc. last week so that he could see our existing sewage metering system and determine what we needed so that he could quote a replacement system. Still awaiting his quote.

Energy Audit – September 30th I meet with ERS to begin the energy audit of our complex buildings

COURTHOUSE

Probate Court Chamber – Large plate glass window is cracked...Mayo's replaced the glass

Fire Alarm – Alarmco completed the primary inspection and test of the courthouse fire alarm system. I had them replace two heat detectors in the two emergency stairwells with smoke detectors to improve early notification of a fire in those areas. They also replaced one defective heat detector.

NURSING HOME

Bathroom Doors – Still in process of refinishing banged up bathroom doors and installing stainless steel kick plates to better protect them

Air Handling Diffusers – Still in process of cleaning & repainting air diffusers throughout 1969 Building due to start of corrosion

Fire Dampers (FD), FD Access, Firewall Penetrations – Vermont Mechanical (VM) and H.P. Cummings (HPC) have fixed all but a few outstanding issues. A few special sized fire dampers and access panels had been back-ordered. However, the parts came in and VM and HPC will return on Sep 24th and 29th, respectively to finish the remaining work. Additionally, we discovered open penetrations in the decking beneath HRU's 3, 4 and 5. VM is supposed to seal these when on site the 24th.

Fire Alarm System – Alarmco completed the primary inspection and test of the nursing home system. In general alarm, a few air handlers (HRU 1, AC-1 and HVAC-1) do not shut down, as they should when their respective duct smoke detectors are activated. I notified Royal Electric of the problem since they wired them. A service technician will be here today to troubleshoot and repair the problem.

Sprinkler System – Capital Fire Protection conducted quarterly inspection and test of the sprinkler system. The system checked well.

HVAC Ductwork – AirCare Environmental Services is scheduled to conduct cleaning of all return ductwork in the nursing home beginning Sep 29th. The task is anticipated to take 18 days to complete.

Kitchen Steamer – The lower steamer intermittently leaked water all over the floor. Replaced water level control card to fix problem.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Dishwasher – Has experienced various problems throughout the past 2-weeks. Hobart fixed the dishwasher under our maintenance contract.

Kitchen Hood – The air pre-heater failed to work on a few cold mornings. Found ceramic insulator on igniter rod fractured, causing short. Ordered replacement part...Awaiting receipt to fix problem.

Laundry Dryer – Largest dryer failed to work...found bad overload relay. Replaced part.

Boiler #1 – Unit kept going into flame failure, shutting down and going into alarm. Discovered photocell (electric eye) orifice partial blocked by carbon buildup. Cleaned orifice.

Light Ballast – The 5-year warranty on most of our light ballast has expired.

Windows – Replaced approximately 18 fogged windows throughout with warranty replacements (10-year warranty)

HRU 3 – System failed to cool hallway adequately...Contractor found area between condensing unit coils clogged organic material and lint. Flushed surface clean.

ADMINISTRATIVE BUILDING

FD Access – One FD in the Deeds area still needs better access. VM is supposed to install a new access panel Sep 24th

Sprinkler System – Capital Fire Protection conducted quarterly inspection and test of the sprinkler system. The system checked well.

Generator Circuits – C.G. Electric has completed approximately 75% of the job to add dedicated outlets in all the offices and put them on the emergency generator.

Server Room AC – ARC Mechanical and C.G. Electric completed installation of the new AC system for the new server room.

Foundation & Exterior Wall Water Penetration – To stop water intrusion into the rooms under the front and rear porches, we had Morrill Construction expose the foundation walls to the footings and my staff sealed the walls below grade to stop further water intrusion below grade. To stop water intrusion above grade, Daryl Hamlett, a local contractor, re-pointed the brick walls around both porches. My staff still needs to seal the newly pointed brick walls with a cement water sealer.

Slate Roof – 800 Roof will be on site the first week of October to start repairs on the slate roof and to install snow rails over five entrances to the building.

DEPT. OF CORRECTIONS

Fire Dampers – John just completed replacing several FD's that had broken springs

Fire Alarm System – Alarmco completed the primary inspection and test of the system and found several smoke detectors and one heat detector not working. John Bishop repaired some and replaced others beyond repair.

Nuisance Fence – Inmates are in the process of moving the fence from its present location and decreasing its footprint to improve plowing space and access to the sewage lift station. I still need to contract to have additional guardrail installed up to where they relocate the fence in order to close the gap along the top of the wall behind the new building.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

FARM

Dairy Barn – Still in process of fixing clapboards, scrapping and painting.

Fire Alarm System – Alarmco completed the primary inspection and test of the pig and dairy barn fire alarms. All checked good other than one pull station blocked by hay bales. Notified Donnie to move. A few weeks prior to test, inmates had accidentally broken a strobe. My staff replaced the broken part.

Gutter Cleaner – Numerous paddles have rotted and broken off. My staff fabricated and welded new paddles on.

Silage Bunker & Drainage – Farm staff and inmates tore down the old shed in the area where the new bunker will be placed. Fenoff Excavating will begin prepping the area today and have the footprint of the bunker prepped for Calco to install the bunker footings, A-frames and panels next week.

COMMUNITY CORRECTIONS BUILDING

Nothing to report beyond Routine Maintenance

VEHICLES & EQUIPMENT

1 Ton Truck – Walker Motors had to replace the right manifold on our 1-ton truck due to degradation of the metal to corrosion.