

## GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Tuesday April 20, 2010

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

OTHERS: Wendy Warcholik from the Journal Opinion and Harold Brown

Commissioner Cryans opened the meeting at 9:04 AM

Forester Dave Falkenham from UNHCE arrived to present his Woodland management plan to the Commissioners. The plan began with a mission statement which was developed in 2003 by the Farm Advisory Committee. The professional looking manual was credited to T. Locke for the construction and artistry and the report itself was written by D. Falkenham. Maps are located at the rear of the book. A plan was presented to each Commissioner and covers a 15 year period.

D. Falkenham said that since the County has a registered tree farm, there will be an inspection and then an audit. The plan completes all the criteria necessary for the audit.

Commissioner Burton said that he feels the plan should be accepted and put on file and on the website. He asked what D. Falkenham's expectation was for the plan. D. Falkenham replied that the County is public land and should be used as such. He said timber sales will follow the plan and he will refer to as needed for the management of the Grafton County woodlands.

Commissioner Burton asked what happens if someone would like a copy. The reply was that it is a public document and certainly can be released. He said that charging for copies would be appropriate and Director Clough said that we do charge copy fees if someone wants copies of things. The Forester said he would get with the staff in his office and figure out a fee.

Commissioner Burton commended Forester Falkenham on this project and Commissioner Richards agreed. She suggested a press release and that people should be told where they can access the document.

Commissioner Burton moved to accept the Woodland Management Plan as presented, and said that it should be kept on file and disseminated as seen fit, which was seconded by Commissioner Richards. All were in favor.

Nursing Home Administrator Eileen Bolander, NH Intern Hailey Wetherbee and Field Representative from the Department of Safety Division of Homeland Security and Emergency Management for Grafton County, Paul Hatch arrived.

NHA Bolander said that P. Hatch has been extremely helpful in helping to write the grant for the generator which will be used at the Horse Meadow Senior Center. She said that the need for a generator came out of the disaster drill that was held at the Senior Center in which both the Nursing Home and Cottage Hospital participated in. The Senior Center is the designated shelter

for the Nursing Home and Cottage in the event of a disaster as it can accommodate special needs residents/patients for a short period of time.

The County will retain ownership for the generator.

P. Hatch said that this is a 50/50 grant with money coming from FEMA. The grant will require an affirmative vote from Governor & Council.

NHA Bolander said that the Senior Center, Grafton County and Cottage Hospital will start looking toward their matched funding.

P. Hatch said the Commissioners need to accept this grant and the minutes of this meeting must be attached to the paperwork.

Commissioner Burton moved to accept the grant in the amount of \$17,700 and that matching funds will be raised by fundraising, which will be tracked, bringing the total funding of the generator and all its necessary components to \$35,400, which was seconded by Commissioner Richards. All were in favor.

The paperwork was signed by the Commissioners and notarized by Director Clough.

Director Clough asked about the distribution of funds and P. Hatch said they get all the funds up front.

Paul Hatch was thanked for coming.

NHA Bolander then gave her report saying their census was 130. She attended the Carroll County ground breaking for the new nursing home. Commissioner Cryans asked if the event was well attended and NHA Bolander replied that it was.

\*9:48 AM – Commissioner Richards moved to enter into non-public session for the purposes of discussing the consideration or negotiation of pending claims or litigation according to RSA 91-A:3, II (e). Commissioner Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Richards “yes”; Commissioner Burton “yes” Commissioner Cryans “yes”; Commissioner Cryans stated that a majority of the board voted yes and we will now go into non-public session.

\*10:06 AM– Commissioner Cryans declared the meeting back in public session and to seal the minutes of that session.

Human Resource Director Mike Simpson arrived to give his report. He began by saying there were some reductions to the FMLA list.

There are three remaining openings for RN/LPN, two temporary part time positions for UNHCE summer help and some part time Correctional Officers. There have been a couple recent hires.

The Joint Loss Committee will be meeting on Thursday to discuss workman’s compensation and a risk specialist will be coming in to talk to the committee. There is also someone from Norris Cotton Cancer Center and Cottage Hospital coming in to discuss wellness.

HRD Simpson said that he had further discussions with LGC to try to get them to bring down their health insurance rates, which they did, but not enough to make a difference so the recommendation remains to go with Harvard Pilgrim for health insurance.

The next discussion involved retirees over 65 who will be able to choose between two (2) plans the County will be offering. HRD Simpson expressed concern about increasing the cost so abruptly on those who chose to stay with a Medicare Enhanced plan and suggested that perhaps the County consider not billing for that plan until January and having the County pick up that portion. Retirees can also opt to choose the Freedom First Seniority plan of which there is no premium to the retiree but there are co-pays involved. Retirees could choose either of the plans. There was a discussion about what was already budgeted at this point. Director Clough said she didn't think there was any incentive for retirees to move to a Freedom First plan if the Medicare enhanced plan would be cost free for six months. Commissioner Cryans said that was his concern also.

Commissioner Burton motioned to accept the retiree health insurance plans and that if retirees do opt for the Medicare enhanced plan, those premiums will go into effect on July 1, 2010 at a rate of 66.99 per month. Director Clough will have authorization to enter into the agreement with Primex as a signer. Motion was seconded by Commissioner Richards. All were in favor.

HRD Simpson continued with his report saying that the choice of a COLA over merit increases reduced his salary line by \$186. On Friday HRD Simpson will attend the NHHR Association meeting and he is also planning to attend the Governor & Council breakfast on the 28<sup>th</sup>.

Commissioner Burton said that he received an application from someone, which was forwarded to HR when it came in, and he wanted to know if HRD Simpson had responded to it. HRD Simpson said that he does not personally respond to all applications but that a reply letter is sent out from HR. Commissioner Burton requested that HRD Simpson reply personally to this letter and he wanted to know the status.

W. Warcholik asked if the Commissioners could explain the health insurance a little more which Commissioner Cryans did. At present there is a \$187K increase to the cost of insurance.

Commissioner Richards moved to accept the minutes from April 13, 2010, which was seconded by Commissioner Burton. Changes were made. All were in favor.

Commissioner Burton moved to accept the minutes from April 15, 2010, which was seconded by Commissioner Richards. All were in favor.

The Commissioners signed the check registers.

The Commissioners signed the MS-5 Revenues and Expenditures for the unincorporated town of Livermore.

Director Clough presented an amendment to the contract with SMRT to authorize another \$5800 for a change to the site design. She said that Supt. Oakes had an issue with the way the drainage was planned around the Courthouse and wanted to make some changes to that. Commissioner Richards asked if SMRT concurs with those changes and Director Clough said they agreed to them. Commissioner Richards thought it was important to know if SMRT feels they are needed.

Commissioner Cryans asked how these decisions to make changes are decided. Director Clough went over the procedure and Commissioner Cryans said that he wanted to be sure that everything came through her via the proper process in the future.

Commissioner Richards moved to accept amendment #3 to SMRT in the amount of \$5800 for a design change which was seconded by Commissioner Burton. All were in favor.

A letter was received from a Haverhill resident who was asking the Board for help on an issue regarding a pond at a homeowner's association location. The Grafton County Commissioners don't really handle such items but Commissioner Burton said he would follow up on it through his position with the State.

Director Clough presented an approval request for the second phase of legal assistance to both the County and Supt. Libby regarding the retirement system in the amount of \$5000.

Commissioner Burton moved to approve the continuance of legal assistance which was seconded by Commissioner Richards. All were in favor.

Director Clough read an email from someone who had had read the RFP for a grant administrator saying that they had issues with the RFP in that the fee for administration was way under funded. It was noted that the County has not had any problem with getting a grant administrator in the past and the paperwork has always been done properly.

Director Clough discussed the \$378,500 grant awarded from DOE for the engineering and design of the biomass project. Director Clough said she feels that there needs to be a plan going forward on the wood biochip project before accepting the grant money. She added that the data originally used to get the grant needs to be updated and the possible savings need to be re-evaluated.

Commissioner Cryans said that conceptually the project sounds great but there are still a lot of questions that need to be answered first.

Commissioner Richards said that she emailed BERC about this and didn't know how long they could continue to answer her questions without receiving compensation for it.

Director Clough said they have 18 months from the date of the award, for the money to be used.

#### COMMISSIONER ISSUES:

Commissioner Burton said that he did a walk around the Farm and checked out the pigs and cows and spoke with some of the inmates. He said he found everything in good condition and the inmates seemed to be attentive to their jobs. He said he also saw the new chickens.

Commissioner Burton gave Director Clough some pictures he took of the dump area over the bank and asked that she and fellow administrators look at ways to spruce up or clean that area.

Commissioner Richards said that she is now chairing the Farm Advisory sub-committee for the new Open Dairy Barn day. She discussed some of the events they were considering. The date has not been confirmed yet. Commissioner Richards said that she would like to have some money added to the budget for this event. Director Clough suggested changing the County Government Week budget line to County Events and then the money can be used from that line in FY11.

Commissioner Richards moved to add \$1500 to the FY11 budget for County Events which was seconded by Commissioner Burton. All were in favor.

Commissioner Cryans said that he attended the 82<sup>nd</sup> NHAC Correction Academy on the 16<sup>th</sup> of which there were four Grafton County graduates.

Those graduating were: N. Cremo, R. Longto, J. Mace and D. Smith. Attendees included staff from the Grafton County Dept. of Corrections and Commissioner Cryans said that he's never seen so many people in attendance.

H. Brown asked Commissioner Burton about copyrighted laws being enforceable and claimed they were unconstitutional. This was in regard to some fire codes. Commissioner Burton said he would need to see an example of what Mr. Brown was talking about before he could give him an answer.

#### BUDGET:

Director Clough presented the Commissioners with the revised budget with all the changes that have been done over the last week. Additions that were included were:

\$2000 added to Dietary for Special Events.

\$5000 added to the Sheriff's budget for extradition.

\$4000 added to the Farm for chicken feed.

\$3000 added to Drug Court for an evaluation.

\$1500 added for County events.

Director Clough reviewed the revenues with the Commissioners and some various scenarios of how to budget certain revenue. Commissioner Cryans suggested that:

\$125K be added from the proceeds from the bonds

\$150K be added from Bed Tax revenue.

Director Clough redid all the figures.

Commissioner Burton moved to appropriate \$32,978,827 to the budget for fiscal year 2011 with \$18,380,128 to be raised by taxes, which was seconded by Commissioner Richards.

All were in favor.

12:04 PM With no further business the meeting was adjourned.

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Raymond S. Burton, Clerk