

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday April 27, 2010

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

OTHERS: Harold Brown, Wendy Warcholik from the Journal Opinion, and Rachel Clough.

Commissioner Cryans opened the meeting at 9:05 AM

Register of Deeds, Bill Sharp presented a request to the Commissioners to take an additional \$9500 out of the surcharge account for new computer servers. He stated that the servers in Deeds have reached their capacity and are in danger of losing information during "slow down". Both hardware and software upgrade recommendations were made by Connor & Connor's General Manager.

Commissioner Cryans asked how much money was added to the surcharge account each month and RD Sharp said he thought it was about \$2600 or \$2700 a month.

There was a discussion about whether or not Fidlar, the company which bought Connor & Connor, was responsible for the upgrade of the servers. RD Sharp said that perhaps they would be covered though they would be cheaper equipment and not capable of handling the traffic and he didn't want to get into a legal war with Fidlar.

Commissioner Burton asked if the request for funds from the surcharge account follows State laws and RD Sharp said that it did.

Commissioner Cryans asked RD Sharp if Fidlar had been approached on this issue and RD Sharp said that although there was a verbal agreement with them at the buyout of Connor & Connor, it was not something they were willing to do. RD Sharp said the contract with Fidlar is up next July.

RD Sharp wanted this request, after approval by the Commissioners, to be presented to the Delegation when they meet next Monday. Sec. Martino said that the meeting for the Delegation was warned as a vote on Elected Official's salaries and it was too late to include any other business. RD Sharp understood that and said that his request could wait until the June meeting of the Delegation when they vote on the budget.

Commissioner Richards moved to approve taking \$9500 from the surcharge account for the purchase of two servers, which was seconded by Commissioner Burton. All were in favor.

Commissioner Richards moved to approve the minutes from April 27, 2010, which was seconded by Commissioner Cryans. Commissioners Richards and Cryans were in favor. Commissioner Burton abstained as he was not at that meeting.

The Commissioners signed the check registers.

Farm Manager Kimball arrived with his report saying that they were milking 68 cows, shipping 9300#’s of milk for an average of 60#’s per cow. Price of milk is at \$16.25

Sweet corn and peas have been planted, along with 10 tons of potatoes. The Farm currently has around 100 piglets right now which will be selling for a \$75 each.

Commissioner Burton asked about some furniture that was out behind the Maintenance shed and FM Kimball said that he thought they were items that the Maintenance Dept. was working on.

Commissioner Burton asked how the chickens were doing and FM Kimball said they were growing.

FM Kimball asked if the Commissioners knew anything about the Farm in Coos County, hearing that they may be closing it. Commissioner Burton said that he didn’t know anything other than they were making assessments as to its worth and he thinks that there is a committee working with the Commissioners.

Commissioner Richards said that she was surprised by the news as she thought that the Commissioners were committed to the Farm there.

Commissioner Richards said that she stopped by Cersosimo Lumber in West Rumney to talk to them about sawdust and she gave that information to FM Kimball. He said that he did speak with them and they couldn’t always guarantee availability. Commissioner Richards also passed on information regarding milk prices to FM Kimball.

Commissioner Richards showed the other Commissioners a banner that she was having made for Open Barn Day.

Commissioner Burton asked what other kind of events are done here at the Farm and FM Kimball said that they do some 4H things, sheep shearing is this weekend and Conservation Day has been held here.

Commissioner Burton asked if the greenhouse would be open for the Open Barn Day and FM Kimball said it would.

Supt. Libby arrived with his report *(see attached) There are 86 inmates in-house, 17 in Drug court with 1 in custody and 8 inmates on electronic monitoring. The work crew is helping out at the Lebanon dump.

Thresholds graduation will be held on May 26th at 6:00 PM.

Commissioner Cryans said that he had visited the Littleton Police Station and spoke with Chief Paul Smith who was very impressed by the work that was done by the inmates. He said that if they hadn’t have helped, the work couldn’t have been done because of finances. Commissioner Cryans discussed seeing the “white board” which can be repainted over and over. Supt. Libby said that they plan to have one of those at the new Jail.

Commissioner Burton asked about inmate labor at the complex and Supt. Libby said that things were tight but they are doing odd jobs and they planted the potatoes.

Commissioner Burton asked how relationships were with other Counties and Supt. Libby said that they continue to work well with other communities.

Commissioner Burton asked Supt. Libby if he were still attending affiliate meetings and he said when time permits.

H. Brown asked how many inmates from outside the County were housed at the Jail and Supt. Libby said that there were no females, only males and as far as cost goes, the County has a reciprocal agreement with other Counties.

There was a discussion about the ground breaking at the Jail and Commissioner Burton stated that Supt. Libby and Director Clough should be in the front row as the two lead people who have carried this project through. He added that when they do have the grand opening, all retired Correctional Officers and former Correctional Officers should be invited. Supt. Libby said they're already working on that.

*9:48 AM - Commissioner Richards moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). 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.

*10:08 AM- Commissioner Cryans declared the meeting back in public session and to seal the minutes of that session. The Commissioners then moved on to the next item of business

County Attorney Saffo arrived along with Joe Diament, Director of NH Community Corrections, to talk about the needs in the County for counseling and assistance for co-occurrence disorder. He said that there is money available from the Federal government which will be funneled through the State. He said he didn't know how the Feds would choose who to fund but assumed that new projects would be looked at. He said that it was not likely that funding would be received because a program was running out of money.

There was discussion about the effects that SB500 would have on the County and whether or not there would be treatment available when inmates were released.

J. Diament said that the intent of the ARRA money is to have the money follow the individual through the process, but the Feds might have a different idea on how it should be spent.

Diament said that by 2015, the projection is to reduce the inmate population by 500 which will result in a \$4M reduction to the State.

Atty. Saffo said that Grafton County's Parole staff had been reduced and the counselors are in areas where there is no transportation available and so the question she said becomes what happens to these people? She said that she would like to see G. Polucha back as a part time case manager with some of that money.

Commissioner Cryans asked how Grafton County as a rural community fit into this puzzle and J. Diament said that was a complicated issue and there is no simple answer. He said that he would suggest putting time into the high risk, high need individuals first.

H. Brown asked about employment for those people coming out of prison and whether or not they were properly trained or educated while in prison. J. Diament said jobs are critical and it is difficult to get some people into jobs but there are businesses willing to hire and there are skilled

opportunities in Jail. This does not mean however that these people will be hired. He said to keep in mind that 97% of people will be coming out of Jail either way.

Atty. Saffo said that when an inmate goes through Drug Court, they are helped to get jobs, even if they are entry level and then long term goals are looked at.

H. Brown said more education should be awarded to inmates.

Commissioner Burton asked if there was still a seat for the County at the table for the Justice Reinvestment study and J. Diament said there was. Commissioner Burton said that there needs to be a support system put in place for those who are released.

The Commissioners thanked J. Diament for sparing his time and Atty. Saffo for coming. J. Diament said that Grafton County is one of the more enlightened Counties who appear to be doing everything right.

Maintenance Superintendent Oakes arrived with his report *(see attached).

Commissioner Burton asked if the flagpole at the Community Corrections building is up and lighted at night and Supt. Oakes replied that it was and that all the flags are lit except the one in the cemetery. Commissioner Burton asked who takes care of the cemetery for Veterans Day and Supt. Oakes said B. Clifford takes care of putting all the Veteran flags up but Maintenance takes oversees the cleanup.

There was a discussion about the debris over the edge of the embankment. Supt. Oakes said that he had spoken to someone from the State to see if it was legal to place soil atop the debris and was told that it was not legal, particularly if there are tires or metal there, which there is.

Commissioner Burton said the complex looked good and Supt. Oakes attributed that to his staff.

Commissioner Richards said that Lew McCreery from USDA in West Virginia will be visiting the County with his engineer in regard to the biomass project.

The Commissioners reviewed the DoC Superior Court Report.

The Commissioners opened bids for the NH MicroCredit grant administrator. Two bids were received.

Joia Hughes \$7200

Donna Lane \$7400

Commissioner Burton moved to award the bid to Donna Lane as they have used her for a number of grants in the past and was pleased with her work. Commissioner Richards seconded the motion.

DISCUSSION:

Qualifications were reviewed and Commissioner Richards asked if they were required by law to choose the lower bid. Commissioner Cryans replied that he did not think that they were legally restricted. He said both bidders met the proper requirements and when you place a bid, sometimes you win, other times you lose

Commissioner Burton asked to see the advertisement to see if it stated that the Commissioners have the right to refuse any bids, which it did not.

When the vote came down, Commissioner Richards and Commissioner Burton were in favor, Commissioner Cryans was opposed.

Commissioner Cryans reviewed and signed the Drug Court Case Manager grant report.

It was noted that the Supreme Court denied the petitioners' motion for rehearing or reconsideration in the Jail case on April 28, 2010.

An invitation from UVLSRPC for their annual meeting on June 9th beginning at 5:30 was received.

An invitation from New Hampshire Charitable Foundation for their annual meeting on June 15th beginning at 4:30 was received.

Two invitations were received from the Nursing Home for Birthdays that they were having for someone who will be turning 90 and another who will be turning 95.

The bonds for the Jail projects will be out for sale on the market this Wednesday and there will be a bid opening for those bonds in the amount of \$17.5M on the 25th of May at 11:00 AM.

COMMISSIONER ISSUES:

Commissioner Burton was contacted by S. Nichols of Lyme regarding bioheat and presented a brochure for the Commissioners to review. Commissioner Richards will review the information as it pertains to an alternative heat source.

Commissioner Burton will not be available for the meetings on June 8th and 15th.

Commissioner Richards updated the Commissioners on the Open Barn Day saying that she is going "over budget". Commissioner Burton said this is a special event and she should have what she needs for this. Commissioner Cryans said he would like to see some more concrete numbers as to what she might need before making any decisions.

11:40 AM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk

May 11, 2010

Commissioners Report

1. Population:	In-house: 86	Maximum: 23
		Medium 15
		Minimum north: 14
		Minimum south: 10
		WHOC: 16
		Max/Handicap: 00
		Lockblock/Seg: 08
Weekenders: 2	Out of facility: 35	

2. Community Corrections Report

- a) **Drug Court – supervising (17) *1 in custody**
- b) **Electronic Monitoring – supervising (8)**
- c) **Daily Work Release – supervising (0)**
- d) **Community Work Program – Lebanon – City dump**

3. Request for non-public session to discuss

- a) **Personnel matter**
- b) **Staff health issues related to current facility**

4. Reminders:

- a) **Threshold Graduation May 26, 2010**

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

April 27 May 10, 2010

COMPLEX

Water Tank

Inadequate Draw – Engineer questioned integrity of data and wants to reaccomplish gate valve tests

Memorandum of Agreement (MOA) – As of 4/26/10, WW&L Commissioners still haven't responded to our latest draft of the MOA

COURTHOUSE

Preventative Maintenance (PM) – Performed various PM tasks throughout.

Exterior – Several trees had dead limbs and branches...removed dead stuff

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Lighting – Replaced numerous 2-lamp light ballasts and bulbs throughout.

Electric Beds – Performed numerous repairs on electric beds throughout

Windows – Several became fogged after loosing gas seal...Replaced using warranty replacements

HRU #3 - Heat coil had slow leak. Removed coil and soldered leaking area. Pressure tested for 18 hours. Checked good. Reinstalled coil.

HRU #5 - Temp/humidity sensor bad...Replaced sensor

Hood System AC - 15-ton condensing unit Freon low...found two loose Schrader valves. North Country Mechanical tightened, removed R22 from system and pumped up with nitrogen. Leak check good. Serviced unit with R22 Freon

Server Room AC - Leaking liquid line solenoid valve. North Country Mechanical removed R22 from system and replaced solenoid valve. They pumped system up with nitrogen and leak checked. Checked good. Reserviced with R22

Profile - #5 Shower Room door does not fit properly, thus will not seal when shut. Shimmed door on lower hinge side and installed weather stripping to seal door to frame

Profile & Maple – Painted shower floors are peeling and are a mess...Stripped floors and laid new ceramic tile flooring.

ADMINISTRATIVE BUILDING (1930)

Preventative Maintenance (PM) – Performed various PM tasks throughout

ACCU #5 – Compressor crankcase heater shorted...replaced heater

ACCU #5 - Compressor has locked rotor...bad compressor. North Country Mechanical reclaimed Freon and replaced compressor, sight glass and drier. Pumped system up with nitrogen to test for leaks. Checked good...serviced with reclaimed Freon and added 14 lbs of R22

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

HRU 1 and 2 - Units cycled on and off frequently during DX cooling. Found DX cooling programming was based on unit discharge air temp. Should be off room space temp. Trane Service Technician Reprogrammed MP580's that control HRU's so that DX cooling is off room space temp. Also adjusted PID on HRU hot water valves

Chiller System - Start and stop sequence programming was incorrect. Unit was starting before pumps and pumps were shutting off before chiller on shut down. Trane Service Technician Reprogrammed MP580.

JAIL

Preventative Maintenance (PM) – Performed various PM tasks throughout

Jail West Cells - Steel toilet alcoves corroded and falling into pipe chase. Repositioned and supported with wood to hold in place as temp measure until new jail is built

FARM

Equipment – The farm manager requested GCM fabricate an apparatus to mount a chemical sprayer on their potato planter. Completed and mounted sprayer on potato planter.

MAINT/FARM BUILDING

Nothing to report

COMMUNITY CORRECTIONS

Generator – Met with engineer and electrical and gas vendors to review installation plan and iron out details to pave way for engineering approval of installation in lieu of UL listing. Will resume job once I receive engineering letter and acceptance by Town Building Inspector.

VEHICLES

Nothing to report

Other

NH Energy Efficiency & Block Grant Awardee Workshop – Richard Thompson attended this workshop to learn all the rules and regulations associated with managing our Melink project in accordance with federal requirements.

In-Ground Fuel Tank Training & Certification - Richard Thompson attended a NH DES sponsored training and certification process in Concord to become a state certified tank operator. I am scheduled to attend later this month

New Jail Sewage & Building Permits – Over the past few weeks I meet with the Town of Haverhill and the Woodsville Fire District to secure our the needed building and sewage permits.

Administration Office Space - SAU23's office space lease cost in its current location is projected to go up 82%. Earlier in the year they had expressed a tentative interest in possibly renting space on the basement level of this building. Last week Bruce Labs and his staff toured the potential space. If they decide they want the space, Bruce will request to meet with you to negotiate the area they would like to lease as well as the square footage cost.