

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday June 1, 2010

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

Dan Smith from H. P. Cummings arrived and Director Clough reviewed how the bidding process for the Nursing Home project had been handled in the past and how the Grafton County team would prefer that it was handled with this project, which would be to allow H. P. Cummings and the Grafton County team to make decisions regarding the selection of a bidder on each particular job, providing bids did not exceed the overall cost. Director Clough said that it wouldn't be necessary to have to come to the Board of Commissioners each time someone was to be hired and that she would keep them updated as things went along.

Commissioner Burton said that first off, he would like to see those who are unemployed, Grafton County and State of New Hampshire people hired to work on this project. Second he said that personally, he would like a chance to vote on everything and stated that this is public money and he wants to be able to make those decisions.

Commissioner Richards said that she would like to think that this is all going to be done properly but in honesty, she does not have the knowledge in these areas to be able to choose the right people for certain jobs. She said that she agreed with Commissioner Burton that local people be hired for the project but she doesn't want to hold up the process by having to vote each time.

Director Clough said that typically the construction managers are hired with the knowledge that they will be able to make decisions to hire the subcontractors. She also said that both H. P. Cummings and the Grafton County team are in agreement that local people should be considered first but they also need to consider the taxpayer and if bids come in with equal qualifications, low bids, whether they be Grafton County or not, must be given first consideration.

Commissioner Burton asked D. Smith how H. P. Cummings stood regarding the Middle School and he said that there are still ongoing talks and various people are involved. He said there is no pending litigation at this time.

D. Smith noted that even though H. P. Cummings is the general contractor on the project, Grafton County and the Board of Commissioners are still the owners and still have the last word.

Commissioner Cryans said that if the Grafton County team (Supt. Libby, Supt. Oakes and Director Clough), had something come up that they didn't feel comfortable with then they could bring it to the Board but otherwise, he is very comfortable allowing the process to go forward as Director Clough recommended. He said that he understands that it won't always be Grafton County people that will be hired but that every attempt will be made. Commissioner Cryans said that he can see Commissioner Burton's point but knowing the team and H. P. Cummings, he feels comfortable with the decision.

Commissioner Burton stated that the Board of Commissioners are the owners of everything in and on Grafton County.

Dan Smith presented the Commissioners with the site package and geothermal well drilling bids and recommendations from the team.

Site Bids: Five bids were received.

Paragon Construction	Orford, NH	\$1,799,000 excludes performance bond
Morrill Construction	N. Haverhill, NH	\$2,210,000
Willey Earthmoving	Windsor, VT	\$2,229,000
Andrews Construction	Plymouth, NH	\$2,290,980
Alvin Coleman	Conway, NH	\$2,303,303

D. Smith said that even though Paragon Const. was the lowest bidder, they are not able to secure bonding for the project. There were discussions about perhaps finding other ways to make that bid happen, it wasn't going to be feasible and the team was not willing to make certain concessions. The recommendation therefore was to go with the second bidder, Morrill Const. This bid would still be under the proposed budget.

After having this happen, the team has decided to increase the performance bond from \$200K to \$500K which in the future will help the smaller companies.

D. Smith wanted it note that Paragon Const. is still a viable company that is in good shape, and who could have done this job, they just had difficulty getting bonded.

Next D. Smith reviewed the bids that were received for the geothermal drilling and wells. Two bids were received.

Skilling and Son's Inc.	Amherst, NH	\$659, 900
Cushing & Son's Inc.	Walpole, NH	\$817,829

The recommendation was for Skilling and Son's

Commissioner Burton asked how many people were sent RFP's for the site bid. D. Smith said that the notice is sent out to a fairly large number of contractors and there was also an ad placed in the papers.

Commissioner Burton moved to accept the site package bid from Morrill Construction in the amount of \$2,210,000, which was seconded by Commissioner Richards. All were in favor.

Commissioner Richards moved to accept the geothermal and well drilling bid from Skilling and Son's in the amount of \$659, 900, which was seconded by Commissioner Burton. All were in favor.

Commissioner Burton asked if any Grafton County company bid on the geothermal well drilling and D. Smith said no.

D. Smith said that the team has no recommendations for landscaping at this time. There are still some issues that need to be worked out first before anything is decided upon.

Regarding the performance bonds, D. Smith said that after discussions with the team it was decided that from this point on, anyone who comes in without a bond will be immediately disqualified. No concessions or considerations will be made.

D. Smith said that he hopes to begin the site work by the 14th of June. The surrounding buildings pre-inspection work is being done this week.

Commissioner Cryans asked when an actual building will be seen and D. Smith said that they should be putting up masonry in October/November.

The Commissioners thanked Dan Smith for coming.

Treasurer Sievers arrived to present her recommendation to the Commissioners for Deputy Treasurer. She said that she had spoken with Frank Stiegler and that he would be willing to accept the position for another year.

Commissioner Burton said that he had requested that whomever was recommended by the Treasurer to fill the position of Deputy Treasurer, sign a statement to that affect saying that they would uphold the responsibilities and duties of Deputy Treasurer under New Hampshire State law. Treasurer Sievers said that she would get that signed statement and bring it back to the County for the Commissioner.

Commissioner Richards moved to appoint Frank Stiegler as Deputy Treasurer as per the recommendation of Treasurer Sievers, for a period covering June 1, 2010 to May 31, 2011 which was seconded by Commissioner Burton. All were in favor.

Director Clough presented the Commissioners and the Treasurer with bond paperwork that needed to be signed.

The Commissioners and the Treasurer signed:

- Bond Certificates
- Signature and No Litigation Certificates with Receipt
- No Arbitrage and Tax Certificate
- Original Bond Nos. R-1 through R-20

Treasurer Sievers signed:

- Continuing Disclosure Certificate
- IRS Form 8038-G

Treasurer Sievers said that she sent out investment letters to the banks regarding the \$17.5M, which are due back on the 9th.

Human Resource Director Mike Simpson arrived with his report saying that the staffing looks good at this point and the Nursing Home is fully staffed. He said job openings include a part-time DoC LPN and a part-time Night Watchman. A number of positions have been filled recently and others will begin in 1-2 weeks.

HRD Simpson said that the distribution of health insurance information has been all consuming lately and Primex has held 27 educational sessions for both employees and retirees. Commissioner Richards said she was very impressed at the work Primex had done and recommended a letter of appreciation to them. HRD Simpson said that he had thought the same and would draft a letter

from the Commissioners to that effect. He said that he thought that everyone pretty much understood the information that was given them though there still may be some bumps along the way. There are still a few remaining people who have not gone through the education process.

The County will be staying with Ameritis Dental at the same rates as last year.

There will be benefits fair on June 2nd from 9:30 to 2:00 PM. HR Generalist K. Clough has been instrumental in organizing the fair. This is a chance for employees to meet the vendors.

There was a discussion about wellness information and smoking cessation. HRD Simpson is trying to organize a wellness committee which was suggested by the Joint Loss Management Committee.

HRD Simpson participated in the Top Dawg competition at the Jail and passed 4 out of the 5 competitions.

HRD Simpson attended the webinar held at the County re: healthcare.

W. Hubbard and K. Clough attended a conference held by Primex.

HRD Simpson will attend a labor law conference put on by Sheehan, Phinney Bass & Green.

There was a discussion about how terminations at the County are handled. Commissioner Burton asked if there were any common threads among people as to why they might leave and HRD Simpson said that sometimes it's not a good fit for people, which is found more often in Corrections, or as with nurses, there are a lot of different variables.

There was a discussion about FMLA and the benefits awarded by the County regarding benefit.

Commissioner Cryans asked if the NH Retirement System was attending the benefit fair and HRD Simpson said they were not as they don't do outreach.

Commissioner Cryans thanked HRD Simpson for participating in the Top Dawg competition and said that it sends a good message.

Commissioner Cryans said that he feels strongly about having a wellness program but thought the emphasis should be put on health and not on be a focused on reducing insurance claims.

Commissioner Burton said that he has been involved with trying to keep the Woodsville branch of the White Mountain Community College open and said that it comes down to numbers. He questioned what Grafton County as a large employer would like to see in the way of classes that might keep the numbers up. He said he was under the impression via Sen. D'Alessandro that the branch may stay open another year, noting that the cost would be \$80K. The possibility of a survey was discussed. Director Clough said that economic times needed to be considered and classes are expensive. It could be something that people are putting off right now because of the expense.

HRD Simpson said that he believes that online college classes are more popular than Woodsville even though he feels the local presence is important. Commissioner Cryans said that if someone needed a specific class for something, they would be more likely to find it online.

Commissioner Burton said he would like the County to take the lead and see what people in the area are looking for.

*10:46 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.

*11:22 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

Commissioner Richards asked HRD Simpson whether or not tours were given or shadowing done at the Nursing Home before hiring someone on and he replied that there is probably a tour but not shadowing.

Director Clough said that Human Services Administrator Nancy Bishop could not attend the meeting this morning but supplied some information on regional decentralization from HHS regarding elderly and adults for them to look over.

The Commissioners signed the check registers.

Commissioners Cryans and Burton reviewed and signed the CDBG Microcredit grant award.

Commissioner Cryans and Burton reviewed and signed the CDBG AHEAD grant award.

Commissioner Burton moved to accept the minutes from the May 24, 2010 public hearing which was seconded by Commissioner Richards. All were in favor.

Commissioner Richards moved to accept the minutes from the May 25, 2010 meeting which was seconded by Commissioner Burton. Edits were made. All were in favor.

Director Clough said that she had received information that the County would be retaining \$606,895 in Pro-Share payments for the end of June.

Director Clough presented two educational assistance requests from LNA's who would be taking classes to become LPN's at the Nursing Home.

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

Commissioner Cryans signed the monthly Drug Court ARRA grant paperwork.

COMMISSIONER ISSUES:

Commissioner Richards asked about PR information for the Jail bond rate. Commissioner Cryans said that he had already given information to the Valley News and thought that if anyone else wanted to get information out there they should just call the paper and talk to them. Commissioner Burton recommended that Commissioner Richards write an article and that it should be sent to the media.

11:55 AM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk