

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Hwy.  
North Haverhill, NH 03774  
Tuesday May 8, 2012

PRESENT: Commissioners Cryans, Omer C. Ahern Jr., Director Clough and Secretary Martino.

EXCUSED: Commissioner Ray Burton

OTHERS: H. Brown

9:05 AM Commissioner Cryans opened the meeting with the Pledge of Allegiance.

**Farm Manager Kimball** arrived with his report saying they were milking 70 cows, shipping 10,700 #'s of milk for an average of 76#'s. Price of milk is \$17.90 per hundred weight.

Applications for Herdsman have been narrowed down to four and the hope is to hire someone mid May.

The Farm is getting ready for planting. There was a discussion about produce for the new Jail

Commissioner Cryans asked if everyone had read the minutes from the May 1<sup>st</sup> meeting and had any edits. None were noted.

Commissioner Ahern moved to approve the May 1, 2012 minutes which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed the DoC Superior Court Report.

Director Clough presented two abatement of yield taxes in the amount of \$2,789 and \$48 for timber cuts in the Unincorporated Place of Livermore (which is the difference between what was owed and what was paid as a deposit) which will be going back to the tax payers at the approval of the Commissioners.

Commissioner Ahern moved to approve the abatement of the yield taxes which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the accompanying paperwork.

There will be a 90<sup>th</sup> birthday party for a resident at the Nursing Home on the 21<sup>st</sup> of May at 2:00 PM.

**Human Resource Director Mike Simpson** arrived and brought his report for the Commissioners. \*(see attached)

HRD Simpson reviewed the report saying they had just hired 12 new people for the Nursing Home (some per diem), and they had lost 9 people at the Nursing Home (some per diem). He said the turnover is concerning but it appears that this problem is going on all over.

HRD Simpson reviewed the call out report which showed 294 call outs in the month of April.

Other items were reviewed such as the Benefit Fair on the 6<sup>th</sup> of June from 9:30 – 2:00 PM.

Great West will be an added option for employees who are interested in the deferred compensation. At present Nationwide is the only choice. HRD Simpson asked the Commissioners for signed approval to take on Great West, which is a state run company, as a new vendor. Commissioner Ahern said he would like to read more before signing on.

**Register of Deeds Kelley Monahan** arrived to give her report to the Board. She said that revenue has increased somewhat but they would still need to see about \$200K more to make budget. She said there were 12 foreclosures in April.

RD Monahan had invited Attorney Edward O'Brien from Manchester to introduce him to the Commissioners and go over the possibility of the County becoming involved in a suit against mortgage lenders. RD Monahan has been working to eliminate the opportunities taken by some mortgage companies in their absence of fee payments which are rightly due the County.

Attorney O'Brien said that he is a business litigator who represents consumers against mortgage lenders. He explained what litigation could do for the County in the event that they are looking to recoup money losses by Mortgage Electronic Registration Systems, Inc. (MERS). He spoke with the Commissioners as to how the County could go about this. RD Monahan said this was an initial introduction so that the Board could give this some thought to see if this is something they would be interested in pursuing. Atty. O'Brien was thanked for coming and for sharing his expertise with the Board.

Director Clough presented an educational assistance request from a Deputy in the Sheriff's Dept and said that approval of this would be contingent upon the Delegation funding educational assistance in the FY13 budget.

Commissioner Ahern moved to approve the educational assistance which was seconded by Commissioner Cryans. All were in favor.

A letter was received from the Strafford Board of Commissioners congratulating the County on the opening of the new Jail.

#### COMMISSIONER ISSUES:

Commissioner Ahern said that there will be a community forum at Genesis on the 14<sup>th</sup> of May at 3:30 which he plans to attend.

Commissioners Cryans and Ahern attended Drug Court Day at the Webster House that was co-

hosted by Grafton and Strafford County. Chief Justice Tina Nadeau attended as well as Attorney General Mike Delaney. There were two national Drug Court speakers.

The family day that was held at the new Jail on the 5<sup>th</sup> of May saw attendance of around 200 and the Grand Opening and ribbon cutting ceremony had in attendance as many as 700. Commissioners from Sullivan, Coos, Cheshire and Hillsboro attended and tours of the facility were given. Representatives from Senator Ayotte's office and Congressman Bass's office presented flags that had flown over the Capital Building in Washington, DC.

All three Commissioners attended a Drug Court graduation for three participants. This was the eighth graduation that has taken place.

**Attorney's Office Administrator Alison Farina** arrived in Attorney Saffo's stead to discuss staffing in the office. The Commissioners have already given approval for a temporary per diem attorney but support staff is needed to cover staff on FMLA. Director Clough reviewed what the current over expenditures were in the salary line and said that by the end of the year, if another clerical position is authorized, the salary lines will be over by about \$19K. She said that there should be around \$11K left over in the County Attorney's budget that could be transferred which would leave another \$8K. Director Clough said that she thought there should be enough so that a transfer would not exceed \$5K which is what is authorized by the Delegation by-laws for transferring. Director Clough said there will be enough money in the full budget to cover this if needed.

Director Clough said the Executive Committee is in favor of the County Attorney's Office receiving the help they need and felt the Board needed to approve this action.

Commissioner Ahern moved to authorize the County Attorney's Office to hire a full time, no benefited clerical person, at \$11.22 per hour until the end of this fiscal year which was seconded by Commissioner Cryans. All were in favor.

Commissioner Ahern moved to waive the traditional hiring process due to the urgent need to get help immediately in the Attorney's Office as the increase case loads warrant which was seconded by Commissioner Cryans. All were in favor.

Director Clough stated that the full Delegation will be at the County on the 14<sup>th</sup> of May for a public hearing on the biomass project and then will be voting on whether or not to fund the project. She said the proposed costs are \$3.2M and reviewed how the financing could be achieved. She said right now it appears that the Jail project is under by \$2.5M and that money could be repurposed with approval of the Delegation. She said that Rep. Bulis wanted to set some of that money aside for the purpose of the old Jail. Director Clough stated that the County may only have to borrow approximately \$1M for the biomass project. Commissioner Cryans said the success of the new Jail coming in under budget will allow a good deal of money left to pay for the biomass and create a sooner payback time with the fuel savings.

Commissioner Ahern said he still feels the County is missing the boat in not having power added to this project but guesses this is the way to go.

Commissioner Ahern moved to proceed in support of the biomass project as outlined in Director Clough's review, which was seconded by Commissioner Cryans. All were in favor.

11:00 AM With no further business the meeting was adjourned.

---

Raymond S. Burton, Clerk

Grafton County Human Resources Report  
 Mike Simpson, Human Resources Director  
 May 8, 2012

1) **HR Activity Report** (4/1/12 to 5/7/2012)

- *New Hires*

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	12 (3 FT + 9PT)	LNA, RN, LPN, Diet Aides, Hskp.
Maintenance	1 (1 FT)	Skilled Maintenance Assist

- *Separations*

<u>Departments</u>	<u>#</u>
Nursing Home	9
County Attorney	1
Corrections	3

- *Leave of Absences*

<u>Department</u>	<u>#</u>
Nursing Home – Nursing	10 (6 are intermittent)
Nursing Home – Non-Nursing	4 (3 are intermittent)
Non-Nursing Home	4 (2 are intermittent)

- *Current Openings*

<u>Positions</u>	<u>Department</u>	<u>Status</u>
MDS Coordinator	Nursing Home	Open to all
LNA (3 FT openings)	Nursing Home	Open to all
RN/LPN (3 FT openings)	Nursing Home	Open to all

Summary – All current openings are in the Nursing Department. FMLAs for non-nursing home employees

2) **Call Out report** – See handout

3) **Benefits–**

Benefits Fair: June 6<sup>th</sup> 9:30am to 2pm in Nursing Home’s Activity Room

Health Insurance: Enrollment meetings set for May 24<sup>th</sup> and June 1<sup>st</sup>

Flexible Spending: Selected LGC to be our vendor

Health Reimbursement Account: HR Department would do in-house for FY13

Great West: Need Board of Commissioner’s signature

Davis + Towle (Life Ins): Employees receive 10% discount on home/auto ins

4) **Internal/External Meetings and Conferences –**

- 4/6 – HRD attended NHAC Executive Committee meeting
- 4/10 – HRD chaired Grafton County Wellness meeting
- 4/11 – HRD attended Grafton County Department Head meeting
- 4/17+4/19 – HRD conducted a Harassment in-service to Nursing Home’s Dietary Department
- 4/25 – HRD chaired Grafton County Comp + Benefits meetings
- 4/27 – HRD attended Grafton County’s Joint Loss Committee
- 5/1 – HRD attended Granite State HR Conference in Manchester