

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy
North Haverhill, NH 03774
September 10th, 2013

PRESENT: Commissioners Ray Burton, Mike Cryans and Martha Richards, Director Clough and Admin Assistant S. Norcross

Commissioner Cryans called the meeting to order at 9:00 AM and began with the Pledge of Allegiance.

FM Kimball arrived and gave the following report:

- 1) We are milking 75 cows and shipping 10,200 lbs. of milk. The average is 68 lbs. per cow. The price of milk is \$20.05 per hundredweight.
- 2) We cut five acres of cow corn last week.
- 3) We finished chopping the 3rd cut haylage for the cows. We are waiting for good weather to bale the rest.
- 4) We are digging potatoes and so far it has been an excellent yield.
- 5) Farm Stand is doing well
- 6) Spoke with Superintendent Libby about using our pigs and cut bulls for meat.
- 7) SS1, (Devin Carter) and I met with Peter Roy to discuss the process. We are going to start with two pigs and then a beef cut bull to see how it goes. So far it has been a busy fall.

Director Clough stated that Pumpkin Day for Woodsville Elementary School will be October 15th.

FM Kimball stated that the hens are down to about forty (40) eggs a day. They are about two (2) years old. He stated that they will sell them this fall and get new chicks in the spring.

FM Kimball stated that they have six (6) large pigs and ten (10) small.

Commissioner Richards asked for an update regarding FM Kimball's meetings with Director Clough and the Department of Corrections. FM Kimball stated that he has missed a meeting but is continuing to meet with Director Clough and Sgt. Eck from the jail for trainings.

K. Monahan stated that the Farm Bureau's annual dinner will be held on October 19th. She gave FM Kimball a sign from the Farm Bureau to be hung out outside.

Commissioner Burton asked Director Clough to explain the paper trail of the money from Farm Stand. Director Clough explained how money made from the farm stand is taken care of.

FM Kimball stated that they are donating roughly four (4) tons of extra red potatoes to the New Hampshire food bank.

Register of Deeds Kelley Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
September 10, 2013**

August Revenue

County Revenue 8/2009	\$ 79,119.71	State Revenue 8/2009	\$451,161.32
County Revenue 8/2010	\$ 82,306.17	State Revenue 8/2010	\$561,433.92
County Revenue 8/2011	\$ 92,307.85	State Revenue 8/2011	\$665,294.40
County Revenue 8/2012	\$ 91,223.74	State Revenue 8/2012	\$599,279.09
County Revenue 8/2013	\$100,189.73	State Revenue 8/2013	\$832,447.97

Foreclosures 2009 121 year to date
2010 151 year to date
2011 146 year to date
2012 130 year to date
2013 114 year to date

Equipment Surcharge Balance \$114,377.12

CD \$60,629.80
Bank of NH \$50,492.10

August 2013 -14 August 2012- 11

1. During the power washing of the back of the Administration building, we detected a big leak coming in from the back porch. It leaked a stream of water onto the files containing historic indexes. Everything in the room was protected in plastic. After investigating the incident with staff member Mary DeRosia, we determined that there were two leaks during that work period. The Maintenance Dept. was contacted to mop up the standing puddles.
2. On September 16, 2013, I will be speaking to the Upper Valley Library Cooperative regarding my proposal to offer subscriptions of our new search engine to the libraries of Grafton County. Exploratory conversations with Hanover, Lebanon and Orford have been very positive. This proposal would provide free and secure access to municipal historical societies, conservation commissions and the public.
3. We will be offering two New Hampshire specific webinar trainings to our professional users (accounts). They are scheduled for Sept 24 and Sept 26, and should only take an hour. We are keeping our account holders informed with notices in their monthly statement. These will not be the last time they are offered, and I have invited everyone to view at the registry

4. On August 19th I spoke to the Haverhill Board of Selectman to answer the questions that were presented at their meeting on July 29th. I gave each a copy of NH RSA 478:17-g, which states the following “For coping any document or providing any other service, the charge shall be established and posted by the register of deeds.” I stayed until all concerns were addressed.

Register Monahan stated that TransCanada came and opened accounts in Grafton and Coos to research old Deeds.

Register Monahan stated hours were cut at the Post Office for the delivery person and the morning delivery won't be till around 11:00AM.

Commissioner Burton stated that he encourages Register Monahan at the next Affiliates meeting to discuss her relationships with local libraries with the other Registers.

Commissioner Cryans asked if everyone had a chance to read the minutes. Commissioner Burton moved to approve the minutes. Commissioner Richards seconded the motion and all were in favor.

Commissioner's signed the check registers.

Director Clough presented a draft of the plaque to be placed at the site of the old Jail for the Commissioners approval. The Commissioners stated that they would like the dates of previous Superintendents to be included on the plaque.

Amy Ouellette and Heather Bryant from UNH arrived to discuss the relocation of the greenhouse.

H. Bryant stated that she spoke to the Commissioners before about applying for a grant which would help cover costs to move the greenhouse. She stated that they received the money and is now here to get the Commissioners' approval and make sure they are still on board.

Commissioner Richards asked if this greenhouse has year round ability. H. Bryant stated yes and no. She stated that you can't grow year round in New Hampshire without heat. This greenhouse will have roughly ten (10) months capability.

H. Bryant stated that part of the grant is a four (4) part educational program for training.

She stated as part of the grant Supt. Oakes factored in planting grass in the footprint of the old greenhouse site.

Commissioner Burton asked where the workshops would be publicized. H. Bryant stated that she has a mailing list of commercial growers that she will send notices out too. She stated that she will do a press release as well for any aspiring growers who may want to attend the workshops.

Commissioner Burton moved to approve the proposal to move the greenhouse. Commissioner Richards seconded the motion.

Discussion:

Commissioner Burton asked for a completion date. H. Bryant stated that she hopes to move it in September but is hesitant to give a completion date as of right now without talking to Supt. Oakes and FM Kimball first.

The Commissioners discussed possibly selling potted plants from the greenhouse with H. Bryant.

Commissioner Cryans asked if there were any drawbacks to moving the greenhouse. H. Bryant stated that she does not think there are any drawbacks at this point. She stated that the biggest problem right now is being next to a parking lot where water runs into the greenhouse when it rains. She stated that it is not a problem now with how the greenhouse is used but cannot plant into the ground like they intend to once it is moved.

The Commissioners voted on the motion. All were in favor.

Commissioner Richards asked how the farm walks with FM Kimball and Supt. Libby were progressing. H. Bryant stated that the Farm visits have been going well. It is a good opportunity to talk through what is happening.

Director Clough presented the GCDoc Superior Court Report to be reviewed by the Commissioners.

Director Clough presented an Educational Assistance Application to the Commissioners. Commissioner Burton moved to approve the application. Commissioner Richards seconded the motion and all were in favor.

Commissioner Richards inquired about reactions from personnel on the ability to get educational assistance. Director Clough responded that she had not heard any.

Director Clough presented a proclamation for Thornton's 250th anniversary to be signed by the Commissioners.

Director Clough presented a letter regarding the Primex Cap Agreement. She stated that the previous letter had an incorrect date. Primex submitted a corrected letter for Commissioner Cryans to sign.

Director Clough presented an invitation to the North Country Council Annual Meeting to the Commissioners.

Director Clough reminded the Commissioners that the Executive Committee meeting is on September 23rd at 9:00am

Director Clough presented the renewal for the Department of Motor Vehicle Motorcycle Rider Education Program contract for 2014-2015.

Commissioner Burton moved to authorize Director Clough to accept the renewal contract. Commissioner Richards seconded the motion and all were in favor.

Director Clough stated that the Commissioners were sent a revised copy of the Personnel Policies from HR Director Donna Cramer. She stated HR Director Cramer will be on the agenda next week to answer any questions the Commissioners may have regarding the personnel policies in hopes that either next week or on the 24th they will be able to approve them.

Director Clough stated that they will need to borrow money in the next month. She stated that she is working on a cash flow analysis and will work with Treasurer Parker for placement of the TANs.

Commissioner Burton noted the passing of Judge Joseph Daschbach.

Commissioner Richards stated that she had suggested changes on the Department Head job descriptions. Director Clough stated she hasn't had time to summarize the changes so they are not ready to be approved.

Director Clough discussed with the Commissioners possible lunch speakers for the Conference.

Commissioner Cryans stated that the NHAC Nominating Committee is looking for people to serve as officers.

*11:07 AM - Commissioner Burton 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 Burton "yes" Commissioner Cryans "yes"; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

*11:20 AM– Commissioner Cryans declared the meeting back in public session.

Commissioner Burton moved to permanently seal the minutes from the just completed non-public as divulgence of the information would have an adverse effect on someone's reputation (other than a board member),. Commissioner Cryans seconded the motion. All were in favor.

11:20 AM With no further business the meeting adjourned

Respectfully,

Raymond S. Burton, Clerk