

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Hwy  
North Haverhill, NH 03774  
October 8, 2019

PRESENT: Commissioners Piper and Morris, County Administrator Libby and Administrative Assistant Norcross

OTHERS PRESENT: Maintenance Supt. Oakes, County Attorney Hornick, Nursing Home Administrator Labore, Sheriff Stiegler

EXCUSED: Commissioner Lauer

Commissioner Piper called the meeting to order at 3:10 PM and began with the Pledge of Allegiance.

Supt. Oakes arrived and requested to go into nonpublic session.

**MOTION:** \* 3:10 PM Commissioner Morris moved to enter into non-public session for the purposes of matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant according to RSA 91-A: 3, II (c) Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Piper called the roll. Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

\* 3:40 PM Commissioner Piper declared the meeting back in public session.

**MOTION:** Commissioner Morris moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion. Commissioner Piper called the roll. Commissioner Piper "yes" Commissioner Morris "yes". Commissioner Piper stated that a majority of the board voted "yes" and the motion passes

Atty. Hornick stated that she has spoken with K. Ross from the Grafton County Bar Association and let her know of the Commissioners' decision. She stated that K. Ross will now go back to their members meeting on October 24<sup>th</sup> to have a vote. CA Libby stated that generally there is room in this building if they were to need space. Commissioner Piper stated that each of the Commissioners spoke with K. Ross separately by phone and she expressed concerns that they would not get any space. Commissioner Piper stated that she is happy with the decision that was made to give them the office next to the lawyers' lounge and also the option to schedule conference room space in the Administration Building if necessary.

Atty. Hornick stated that their new hire Atty. Jacobson has had a limit placed on how many times she can appear in court Pro Hac Vic by the Clerk of the Court. She stated that she is trying to work through that with the Administrative Office of the Courts. She is also struggling to pay for witness fees which were taken out of the Governor's Budget. She stated that she is working on that as well looking at other line items in their budget. She has not hired an investigator as of yet and she has an idea for an extern who was a former police officer who is in law school.

Nursing Home Administrator Labore arrived with two (2) requests for the Commissioners. He stated that he has received two (2) quotes for the purchase of two (2) Micro Battery - Operated Auto Scrubbers. He stated that they were only able to obtain two (2) quotes for this purchase because these are the only two (2) companies that sell this type of equipment that have sales staff that deal directly with customers. He received the following quotes:

Home Depot Pro - \$5,509.46

Swish - \$ 6,339.80

NHA Labore recommended the Commissioners select Home Depot Pro's quote of \$5,509.46.

**MOTION:** Commissioner Morris moved to accept Home Depot Pro's quote of \$5,509.46 for the purchase of two (2) Micro Battery Operated Auto Scrubbers. Commissioner Piper seconded the motion and all were in favor.

NHA Labore stated that he is also looking to purchase sixteen (16) height adjustable rolling tables. He stated that this is the first year of a multi-year replacement program for their dining room tables. He received three (3) quotes as follows:

Direct Supply - \$10,826.13

Medline - \$15,006.12

McKesson - \$15,074.48

NHA Labore stated that he recommends the Commissioners select Direct Supply's quote of \$10,826.13.

**MOTION:** Commissioner Morris moved to accept Direct Supply's quote of \$10,826.13 for the purchase of sixteen (16) height adjustable rolling tables. Commissioner Piper seconded the motion and all were in favor.

Sheriff Stiegler arrived and gave the following report: (\* see attached)

Sheriff Stiegler stated that Deputy Combs has been accepted to the Federal Law Enforcement Training Center located in Brunswick Georgia for a class called Seized Computer Evidence Recovery Specialist. He stated that with the exception of the FBI and the DEA this is where every federal law enforcement agency trains across the country. This is a two (2) week school December 9<sup>th</sup>-20<sup>th</sup>. The cost of the class is \$12,000 and it is being fully covered. They are working with ICAC to possibly cover the transportation costs associated with this training, but Deputy Combs has also expressed interest in driving down.

**MOTION:** Commissioner Morris moved to approve the out of state travel request as presented by Sheriff Stiegler. Commissioner Piper seconded the motion and all were in favor.

Sheriff Stiegler stated that he wanted to recognize Conservation Officer Greg Jellison. He stated that Friday night he attended the Federal Delegation Law Enforcement Awards where Officer Jellison received a lifesaving award for his efforts in a search and rescue in Haverhill where a hunter was trapped in a swamp for thirty-three (33) hours. He stated that Officer Jellison had noted the hunter's license plate the day before and because of that they were able to coordinate a search and locate the lost hunter. Commissioner Piper noted the exceptional work of Officer Jellison.

Sheriff Stiegler noted that Wayne Fortier has stated that he is staying on as a special deputy if needed in the Sheriff's Department and he will be working out a way to have him help the Attorney's Office if needed.

Commissioner Piper asked if everyone had a chance to read the minutes from the October 1<sup>st</sup> meeting. Commissioner Piper had a few grammatical edits.

**MOTION:** Commissioner Morris moved to approve the minutes from the October 1<sup>st</sup> meeting. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check registers 11-12;14;1046-1051.

CA Libby handed out the following Farm Report and stated that Farm Manager Knapton was unable to attend today's meeting:

- Cover crop trial completed, corn has been harvested and new cover crop planted. Corn was 2 weeks late coming off, as crop was not yet mature. Hopefully we will have enough warm days for the seeds to germinate and create a good cover for winter.
- New hire for the Farm Assistant position is Grant Nelson from Ryegate, VT. This person will be a great asset for Grafton County! He starts training at the farm and DOC on 11/1/19.
- Pumpkin day for Warren Village School was last week. 40 children took pumpkins and a few potatoes home. Preparing for Woodsville School on 10/17/19.
- Farmstand winding down. I have receipts entered in the new database through 9/15/19. Still need to finish entering sales and address some glitches before data is ready to present to Julie and Commissioners.
- 20 rows of potatoes left to harvest
- Corn silage will start Thursday c/o Hatchland

The Commissioners discussed the language in the LSR that has been submitted to establish staggered terms for their positions. This proposed legislation would establish a rotating four (4) term for one (1) Commissioner by district. Commissioner Piper stated she understands wanting to protect the county from a whole new Board of Commissioners but she thinks the county has



an extremely strong institutional memory available in non-elected members if that were to happen. CA Libby stated that having two (2) new Commissioners in an election cycle can be difficult but three (3) would really be tough. The Commissioners and CA Libby further discussed the topic and Commissioner Piper stated that she is worried about the commitment to a 4-year term in the future but understands the need for it. Commissioner Morris stated that she is fine with the proposed legislation.

CA Libby stated that Director Andross has submitted a request to waive the competitive bidding process on a portion of their Mobile Communications towing vehicle project. The request stated that they had ordered a vehicle from Irwin Motors of Laconia following the bid and award process in August. They will be moving as much equipment from the existing vehicle to the new one and the vehicle will require a "truck cap" and related parts to house the communications equipment. Irwin Motors was required in their bid specifications to assist them to specify and configure said cap and they have provided a projected cost of \$6,158.00. The funding for this project is included in the FY20 Capital Reserve. CA Libby stated that Director Andross is requesting that the Commissioners waive the bid process as they are already working with Irwin Motors for the vehicle purchase and delivery and he believes it is prudent to acquire the additional equipment at the same time.

**MOTION:** Commissioner Morris moved to waive the competitive bidding process and accept Irwin Motor's quote of \$6,158.00 for the purchase of needed additional equipment in the Mobile Communications Unit. Commissioner Piper seconded the motion and all were in favor.

CA Libby submitted the GCDoc Superior Court Report for the month of September for the Commissioners review.

CA Libby stated that she will formally respond to Kristin Ross with the Commissioners' decision that they can have the office next to the lawyers lounge as well as availability to schedule conference room space in the Administration as needed but are not able to commit future Commissioners to any agreements.

CA Libby stated that the NHAC Steering Committee had their final meeting for now on Friday. The proposed by laws have been sent out to everyone and will be presented for a vote at the conference. She stated that they are hoping to have the bylaws approved at the General Membership meeting Wednesday at lunch. CA Libby noted that there will be a session on the opioid litigation at the conference on Tuesday as well.

#### Commissioner Issues:

Commissioner Piper stated that she sat in on the IDN Call. Grafton County was the only County who asked for the number of additional people served by the IDNs after having recieved county funding. There was a good amount of concern that it would be hard for the IDNs to do a "before and after" of the number of people served because of the variations among services provided by programs. Commissioner Piper stated that she was convinced that it would add a lot more work and that the IDNs are already held accountable in order to get their money. Commissioner Piper further explained the changes agreed upon in the IDN Committee call.

4:56 PM with no further business the meeting adjourned.

Respectfully Submitted,



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Marcia Morris,  
Clerk