

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday March 23, 2010

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

OTHERS PRESENT: H. Brown

Commissioner Cryans opened the meeting at 9:08 AM

Commissioner Burton moved to approve the minutes from March 16, 2010, which was seconded by Commissioner Richards. All were in favor.

Commissioner Richards moved to approve the minutes from March 18, 2010 budget meeting which was seconded by Commissioner Burton. Edits were made. All were in favor.

The Commissioners signed the check registers.

Atty. Saffo arrived.

Chuck Henderson from Senator Jean Shaheen's office arrived for a courtesy call on the County. Commissioner Cryans asked Commissioner Burton to say a bit about Mr. Henderson as they have known one another for a while. Commissioner Burton said that Mr. Henderson was a private business owner and has since been hired by Senator Shaheen as a Northern Coordinator and that Mr. Henderson has been busy visiting Coos and Carroll Counties, town Selectboards and various other agencies.

Commissioner Cryans gave Mr. Henderson a collection of County material to take with him.

Chuck Henderson gave a brief overview of himself beginning with the fact that he ran his own business, Chuck Roast, for 39 years beginning in high school, until the overseas market undercut the polar fleece business. Senator Shaheen found work for him in the area of economic development and he works closely with the Manchester staff. He said that information is fed back to Washington which can influence the legislative process.

There was a discussion about biomass energy and C. Henderson said the County was wise to put their efforts toward this type of alternative energy. He said that biomass has been shown to be more efficient when used as a heating source, which is what the County project is, rather than for power.

Mr. Henderson said that he didn't think there was going to be a lot of grant money for these projects however. He said that he would continue to check for money though and said that proceeding with the project would create great savings for the County and noted that some schools that have turned to biomass have managed to show a 60% saving over oil in the course of a year.

A list of items was presented to Mr. Henderson from Nursing Home Administrator Bolander and he said that he would make sure they got to the right people and that he would get back to her about them.

CA Saffo discussed the Mental Health Court grant which she was applying for and how it would be a great opportunity for the County. CA Saffo said that she would email Mr. Henderson the grant submission in the hopes of receiving written support from the Senator for the grant. Commissioner Cryans noted that the Drug Court was started three years ago with seed money from the County in the hopes of receiving a grant. To this day no federal money has been secured. There has been some state money for a 2 year case worker but that's been it. He said that he would like to see a Mental Health Court but the County is not in a position to fund it so a grant would be the only way this could be achieved. He said that it is very important to have this at a district level because these are people that we live with daily that would be affected.

C. Henderson said that he would write up a memo report and then forward it to the proper person. He said that generally letters of support are sent out after the grant is applied for so that they sit right on top of the application.

Commissioner Burton said that he would like to request a letter from Senator Shaheen be sent to the funding board with a copy to the Board of Commissioners.

Other things Commissioner Burton said would be important and should be looked into were:

- The Bryne grants
- Increasing the price of milk to farmers
- Establish a Northern Borders Commission Office in New Hampshire
- Get to know NACo
- Keeping inmates benefits while incarcerated.
- Keeping Veterans benefits if incarcerated.

CA Saffo said that there are just four probation officers in 1700 square miles of Grafton County and she would like to see that increased saying the workload was too high for that amount of officers.

Commissioner Burton said that the County has had a long relationship with NH Association of Counties and he would request that the members of the State Congressional Delegation set up a table of information and have a presence at the Annual Conference this year.

Commissioner Richards brought up the need for reimbursements for home health care and people who want to stay in their own homes. She also talked about the need to lessen the regulations on both health care and small farms saying that they can become over burdensome and over regulated.

Commissioner Cryans asked if there might be some sort of incentive money for the County having taken measures to reduce energy consumption noting the amount of fuel savings that has been realized over the past six years due to a number of conservation efforts. He said that if the County can show that it can save money then it can act as an example for the people to do the same.

Commissioner Cryans also said that if there is any money out there for the building of the Jail it would be very helpful.

Chuck Henderson said that he had a lot of things to take forward now.

The Commissioners thanked him for coming and listening to their requests and recommended that he tour both the Nursing Home and the Jail if he had the time.

Commissioner Burton thanked him for taking time from his schedule for coming and said that he had known Chuck Henderson and his family for a number of years and has a great respect for both.

Commissioner Cryans asked Harold Brown if he had anything he would like to say and Mr. Brown was pleased to do so. He said that in his opinion, the trade agreement should be nullified. He also said that the government is stealing his social security and he wants it back because he does not want it used to support the war in Iraq, which should be stopped. Mr. Brown said the 2nd Amendment should be left alone. Mr. Henderson said that he fully understands the trade issue and does agree with that as it has affected him personally at one time.

Commissioner Burton said that he would like to openly invite Senator Shaheen to visit with the Commissioners anytime and also offered a desk/office space for C. Henderson to use anytime the might need one, including if he wanted to hold office hours at the County.

County Attorney Saffo remained and gave the Commissioners a response letter that she had written regarding the Justice Reinvestment study. She also wanted to discuss the Mental Health Court grant.

Atty. Saffo said that she would like to put the County down as a match in kind by being able to provide office space, which she was told would be available in the Administration building.

Commissioner Burton moved to agree to provide office space as a match for the proposed grant which was seconded by Commissioner Richards. All were in favor.

Atty. Saffo said then that she would like to proceed with the application and asked for their approval.

Commissioner Burton moved to approve the application of the grant for the Justice and Mental Health Collaboration Program through the US Department of Justice noting that no financial assistance could be expected from the County other than the in kind match of office space, which was seconded by Commissioner Richards.

DISCUSSION:

Commissioner Burton asked if there was a plan for evaluation to see how the program is working once it is underway and Atty. Saffo said that there is.

Commissioner Burton asked if there would be an internship available that would include academic credits and Atty. Saffo said they would like to work towards that.

Director Clough asked if clients would be seen in the office space that was being utilized by the Mental Health Court and Atty. Saffo said that she would not recommend that but rather suggest that the case manager go to the person.

Commissioner Cryans asked if Atty. Saffo had anyone in mind for the position of coordinator and she replied that she had been contacted by some people but the job would be properly advertised.

When the vote came down, all were in favor.

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

Supt. Oakes said the Farm sign should be ready to go up by April

Commissioner Cryans complimented Supt. Oakes on the area of the barn where the tractor is kept which used to just have plastic on it. Supt. Oakes credited D. MacLam for the work that was done.

Supt. Oakes requested that the Commissioners waive bid on the Melink kitchen hood project which will be done using the money received from the energy efficient conservation block grant in the amount of \$22K. The job would be done by a company called Air Solutions & Balancing LLC as they originally gave the proposal on the work. Supt. Oakes said he was not aware of any other company in the area who is qualified to do the work plus they are approved installer and will comply with all the requirements of Davis and Bacon which is stipulated in the grant agreement. Commissioner Richards noted that this project came about and was recommended through the energy audit that ERS conducted.

Commissioner Burton moved to approve waiving bid and to accept Air Solutions & Balancing LLC as contractors for the Melink project, which was seconded by Commissioner Richards. All were in favor.

Commissioner Cryans asked if ERS had any numbers projected for savings and he replied that Air Solutions had given what they called conservative figures of \$7,638 in the first year.

*10:50 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.

*11:12 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 Supt. Oakes to be sure to compliment the person responsible for creatively converting an old water heater into a pig trough. Supt. Oakes said that his staff is very clever when it comes to those kinds of things.

Director Clough informed the Commissioners that a claim had been filed against the County from the estate of an elderly gentleman who while visiting a resident tripped on a mat, fell and broke his hip. The claim states that the man's health declined from the injury and resulted in death. The claim has been submitted to LGC.

Director Clough informed the Commissioners that the work on the transcriptions for the Jail case has been completed and there is nothing of significance as far as errors go. After Monday the Supreme Court can proceed towards their decision provided that neither side files any motions regarding the corrections.

Corrections Superintendent Libby arrived with his report *(see attached)

Inmate population is at 76 with 21 in drug court and 1 of those in custody. There are 9 out on electronic monitoring.

Captain Lafond was complimented by Supt. Libby for the power lift event that he coordinated.

Supt. Libby said that he didn't know if the medical portion of his budget would be done by the time he has to present it because his current medical provider will no longer be able to provide services. This line, currently at \$190K, may increase.

Cheshire County will hold a grand opening of their new Correctional Facility on April 11th at 1:00. Supt. Libby said he would encourage the Commissioners to attend saying this was a first rate facility. He said that the same architects that are planning Grafton County's Jail have done Cheshire's.

There will be a GED graduation on March 31st at 10:00 AM.

Four Correctional Officers will be attending Corrections Academy with a graduation sometime around the 16th of April.

Commissioner Burton questioned why the population had decreased so much and Supt. Libby said that he hoped that it might have something to do with GED and other programs. He said there may also be changes at the County Attorney's office such as a dip in cases that may have something to do with it.

Commissioner Richards asked if Supt. Libby was concerned about the proposed minimum marijuana law and he said it doesn't really have any effect on the Jail since most of those fines are generally paid anyway.

Commissioner Cryans asked about whether or not Community Corrections could increase supervision for the Drug Court if they up the number of participants. Supt. Libby said that 48% of Community Corrections time is spent on Drug Court and the rest is monitoring. He said that in his opinion it would require more than just a part time person to cover an additional 10 participants. He said he also thought that the Steering Committee should be the ones to make the decision as to whether or not the program should be increased saying that it needs to be looked at seriously.

Commissioner Burton passed on his appreciation to Supt. Libby and his staff for giving Jail tours to people who happen along at last minute.

There will be a 90th birthday party for a resident in the Nursing Home on the 2nd of April at 2:00 PM.

Director Clough presented an out of state travel request for two members of the Deeds staff to go to Moline, Illinois from May 18th to 20th to attend a training conference by the new Fidler Company. The company is paying all expenses for one person and will pay for housing and meals for a second which means that Deeds would have to cover airfare for the second person to go. There is money in their budget for that.

Commissioner Richards moved to approve out of state travel and airfare for a member of the Deeds staff to go to Illinois, which was seconded by Commissioner Burton. All were in favor.

Commissioners Richards and Cryans will be attending the oral argument on the Elected Officials Salaries in Concord on March 24, 2010 at 10:00 AM.

11:50 AM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Mar 9 - 22, 2010

COMPLEX

Water Tank Issues

Inadequate Draw – Woodsville Water & Light's (WW&L) commissioners meet tonight. On their agenda is the topic of throttling back an 8" gate valve to test whether or not this will have a positive effect on our tank's fill and draw.

MOA: One of the WW&L commissioners has been gone to Florida all winter. The remaining board does not want to make a decision on the MOA until all are present.

Sprinklers – Tri-State Fire Protection completed the quarterly sprinkler inspections at the DOC, Nursing Home, Admin Building and Maint/Farm Building

COURTHOUSE

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

Lighting Upgrade – Removed T12 lighting from Family/District Court office, Chamber #2 and stenographer office spaces...replaced with energy efficient high performance T8 lighting.

Custodial Equipment – Numerous parts on vacuums worn...refurbished vacuums

Superior & Probate Court Seating – Richard is in the process of refurbishing numerous chairs from these two locations with a plan of redistributing them to other locations within the courthouse where various other chairs need replacing.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout, to include painting on Meadow and Granite

Sprinkler System – The dry system covering the 1969 Building failed for buildup of debris in approximately 40-feet of sprinkler main. Tri-State Fire Protection flushed system of debris

Lighting – Replaced numerous 2-lamp light ballasts and bulbs throughout.
- Installed motion-sensored light switch in janitor's closet in admin area

Plumbing – Repaired numerous leaking faucets, drains and toilets. Also unclogged many drains and backed up toilets
- Removed old abandoned expansion tanks from 69 building mechanical room

Electric Beds – Performed numerous repairs on electric beds throughout

Laundry – State issued compressor operation permit for ...posted permit

Custodial Equipment – Floor burnishing machine motor burned out...replaced motor

Walls & Doors – Completed numerous repairs to walls and door frames on Granite, to include repainting

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

ADMINISTRATIVE BUILDING (1930)

Preventative Maintenance (PM) – Performed various PM tasks throughout

Heating System – Heat valve leaking and actuator failed on Heat recovery unit #1...replaced actuator...awaiting valve to come in

Fire Alarm – Circuit card in attic booster panel has failed charge circuit...Tri-State Fire Protection ordered a warranty replacement...awaiting part

JAIL

Preventative Maintenance (PM) – Performed various PM tasks throughout

Nurse's Office – Constructed storage shelves

Recreation Yard – Constructed steel basketball backstop to replace wooden one inmate broke

FARM

Water lines – Replaced section of leaking water line in bull area and calf birthing area
- Fixed a few leaking water bowls in main herd area

Sign – In process of renovating sign

Backflow Valve – Inmates broke test fittings off backflow valve with feed cart...replaced test fittings

Piggery – Pig trough had numerous rust holes and food leaked allover floor...fabricated new troughs from old water tanks

MAINT/FARM BUILDING

Nothing to report

COMMUNITY CORRECTIONS

Generator – In process of installing emergency generator from courthouse into basement furnace room. Awaiting bid from C.G. Electric for the electrical portion of capital improvement project.

Flagpole – Replaced broken flagpole

VEHICLES

Replaced sway bar knuckles on ¾ ton truck

Other

The Office of Energy and Planning (OEP) selected Grafton County nursing home's Melink project for an Energy Efficiency and Conservation Block Grant of \$22,000. In requesting the grant, I submitted the proposal from Air Solutions & Balancing, LLC as part of the submittal package to support our request. At this point I propose that you waive the bidding process and award the bid to them so that we may proceed.

March 23, 2010

Commissioners Report

1. Population:	In-house: 76	Maximum: 16
		Medium 14
		Minimum north: 14
		Minimum south: 14
		WHOC: 10
		Max/Handicap: 01
		Lockblock/Seg: 07
Weekenders: 5	Out of facility: 40	

2. Community Corrections Report

- a) **Drug Court – supervising (21) *1 in custody**
- b) **Electronic Monitoring – supervising (9)**
- c) **Daily Work Release – supervising (0)**
- d) **Community Work Program – Littleton**

3. General:

- a) **Power lifting event - review**
- b) **FY11 Budget - medical**
- c) **Corporal Promotion – Adam Veilleux**
- d) **Cheshire County DOC - update**

4. Reminders:

- a) **GED Graduation Wednesday March 31st**
- b) **Grand Opening of the new Cheshire County Department of Corrections
April 11th @ 1pm**
- c) **NHAC Corrections Academy March 22nd through April 16th**