

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
April 20, 2021

PRESENT: Commissioners Piper, Lauer, Ahern, County Administrator Dorsett, Finance Director Libby, Temporary Admin Jessica Jackson

OTHERS PRESENT:

Members of Employee Council including: Co-Chair Andre Sanders, Co-Chair Tiffany LaPointe, Mark Deem, Secretary Sarah Pepper; Maintenance Superintendent Jim Oakes, Finance Director Julie Libby, County Sheriff Jeffery Stiegler, HR Director Karen Clough

1. Commissioner Piper called to meeting to order at 9:04am. CA Dorsett led in the Pledge of Allegiance.
2. **MOTION: *9:05am** - Commissioner Ahern moved to enter into non public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a). Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern "yes"; Commissioner Lauer "yes"; Commissioner Piper "yes."

*9:17AM Commissioner Piper declared the meeting back in public session.

MOTION: Commissioner Ahern 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 Lauer seconded the motion. Commissioner Piper called the roll. Commissioner Lauer "yes"; Commissioner Ahern "yes"; Commissioner Piper "yes". Commissioner Piper stated that a majority of the board voted "yes" and the motion passes.

3. Employee Council

The Employee Council arrived in order to discuss the Commissioners' Response to Employee Council Requests. Representatives from the Employee Council included: Co-Chair Andre Sanders, Co-Chair Tiffany LaPointe, Mark Deem, and Secretary Sarah Pepper. (***See attachment detailing the BoC's response to Employee Council Requests and Additional Changes**).

Commissioner Piper thanked the Employee Council for agreeing to the suggestion of a 2% COLA. The Board of Commissioners thinks the return of Buy-back is a good idea, is mutually beneficial, and is happy to grant that. The Board of Commissioners did not feel

that the additional 2.5 days to ET Max Accrual was necessary due to the BoC's granting of the Buy-back program and denies this request. The Buy-back program allows employees to keep within the ET max accrual. Commissioner Piper reminded the Employee Council that the BoC does, upon Department Head recommendation, work with individuals on a case-by-case basis if the need arises to waive that policy. Commissioner Piper stated that the BoC denies the request for Perfect attendance, for bonus days being tri-monthly instead of annually. Commissioner Piper stated that the Employee Council may have heard, on the Board of Commissioners that included Martha Richards, that this has always been an issue that has been not supported by entire board. The BoC denies the Perfect Attendance request and wants to consider eliminating the policy. Commissioner Piper also stated that the request for Retirement benefits at 55 with 35 years for all employees that qualify was also denied by the BoC as changing retirement availability to 55 would only benefit a small group of people and would entail a significant cost for the County. The BoC is pleased to keep the retirement benefits matched to those of the state policy.

Commissioner Piper stated that the Board of Commissioners had some additional changes that the proposed Commissioners' budget is going to include, which could of course be changed by the delegation. The BoC proposed the institution of shift differentials. The 2nd shift would see an increase from \$1.00 - \$1.75, the 3rd shift would see an increase of \$2.00 to \$2.75, and weekend shift would see an increase of \$1.00-\$1.75. The BoC wants to remove the minimum hours required to receive the weekend differential so that all time worked during the weekend would receive the differential. The BoC also wants to change minimum required work time to receive the differential from 4 hours to 1 hour. Commissioner Piper stated that the BoC was very pleased to have conversations with department heads to come up with these proposals. Commissioner Piper explained regarding the last bullet point, that it is a lean year, and that municipalities in her district are all making cuts to their budgets. This was done last year as well and many are continuing the process because of the pandemic. There is still a lot of uncertainty. The majority of the Commissioners feel they cannot be as generous as they have been in the past. As such, the Commissioners' Proposed Budget includes stopping the step increases for this budget year. There has been a step and grade structure in place for a very long time, which equals a 5% raise every year for most employees. So somebody making \$80k a year gets \$8,000 in 2 years. Commissioner Piper brought this up because in addition to stopping step increases this year for the sake of cutting expenses, they would be financially appropriating money for a complete wage study to create a system more sustainable to tax payers as well as to ensure that Grafton County wages are competitive.. Commissioner Piper emphasized that the board is making cuts everywhere in all departments and that she wants the Employee Council to understand that significant cuts are being made across the board.

Commissioner Piper having presented the BoC response and changes then invited discussion from the Employee Council and thoughts from the other Commissioners.

Employee Council Co-Chair Sanders asked for clarification regarding step increases to confirm that no one would be eligible for a raise, other than a cost of living increase. Commissioner Piper confirmed that is correct, that there would be a 2% COLA but not a 5% increase. Commissioner Piper explained that with the way the system works, when an employee receives a step increase, those who are eligible are awarded an automatic 3% step increase. 95% of people who have not stepped out receive that 3%. Since Commissioner Piper has been here, the COLA has been roughly 2%, so that is a 5% increase every year. So the Commissioners' proposed budget would include only a COLA. Employee Council Co-Chair LaPointe stated that the hard part about this change is that it only hurts the people who are lower on the totem pole who are depending on that step increase.

Commissioner Piper invited the other Commissioners to be involved in the discussion. Commissioner Lauer stated she would like to hear from the Employee Council. Employee Council Co-Chair LaPointe stated that this is an immediate response, that this is not planning ahead and employees are planning on these step increases in three months, given that this what they have been accustomed to. These people have not had the opportunity to plan ahead. The only people this would affect are the people who are working their way up through those steps. Commissioner Piper thanked Co-Chair LaPointe for her response.

Commissioner Ahern stated that he appreciated everything the Employee Council does. Commissioner Ahern assumed most individuals received money from the Federal Government and reminded the Council that the County is in exigent circumstances. County employees have had jobs and work, while many other folks in the county have been laid off. Commissioner Ahern again reminded that some money did come from the Federal Government in the form of stimulus packages. Many people in Commissioner Ahern's district are having a hard time paying taxes and rent, and he appreciates the work the Employee Council is doing. The Board of Commissioners has to make some hard decisions and Commissioner Ahern wishes they could do better; this is his third time as County Commissioner and over the years, he has tried to keep the budget under control to the point where the tax payers can better afford things. Commissioner Ahern stated that this is why he is in favor of this proposal. He requested the Employee Council bear with the board as they want to do some additional planning, which includes looking at the entire wage structure and reminded the Council that the ultimate decision maker on the budget is the County Delegation. Commissioner Ahern is trying to put the least burden on the tax payers and takes a lot of comfort in knowing that county employees have jobs, and that the federal government sent them a check for \$1,400. Commissioner Ahern thanked the Council and apologized that he can't do more in these exigent circumstances.

Employee Council Co-Chair LaPointe stated that she appreciates the desire to protect the taxpayers, reminding Commissioner Ahern that she is also a tax payer and is also in the district. She would like the same regard put on the view from employees who care where they work and stated that this is not to discredit taxpayers, because she is a taxpayer but she is also an employee, and would like the same regard as given to taxpayers with regard

to making the financial decisions. Co-Chair LaPointe requested that thought be given to this.

Commissioner Ahern answered that he does give thought to this and knows that with folks working in a nursing home setting and corrections setting, it takes a special type of person to perform that kind of work. Commissioner Ahern stated he has seen this his entire life, having grown up in a County home in NH. Commissioner Ahern reiterated that County employees all had jobs and were not at risk during the pandemic to a layoff when other residents were. There were still residents in the nursing home to be taken care of, residents in the Department of Corrections, and folks in dispatch. Commissioner Ahern cited his appreciation of what they do working in a County setting and that he knows it's not the best setting, but his experience is that there aren't very many layoffs in a County setting.

Employee Council Co-Chair LaPointe asked that with regards to this freeze, is it just for next year or is it a segue into the future?

Commissioner Piper confirmed that the freeze is only for this year and offered some additional background. She stated that one of the benefits to public employment is a good benefits package and also continuity of employment. Very few folks in the private sector, even such large employers as Dartmouth-Hitchcock Hospital or Dartmouth College, get a 5% raise almost guaranteed every single year. 95% of people who are eligible for a step increase, get the step increase plus a COLA. Very few people who don't work in the public sector are able to enjoy that. The State delegation, the representatives, have been complaining about this for a long time saying that it's too much of a burden on taxpayers. For instance, the County has residents living on social security that are contributing to a \$10,000 increase for somebody who makes \$100,000 in 2 years. Co-Chair LaPointe asked the Commissioner to repeat and the Commissioner explained that there are people in the County who make \$100,000 annually; that adds up to \$10,000.00 in two years because of the roughly 5% increase that has been traditionally given. Andre confirmed that the Employee Council does not represent that demographic. Co-Chair LaPointe said the concern is for the lower-scaled employees. Commissioner Piper stated that the current Board of Commissioners is listening to the delegation and is asking for a new system to be constructed that will result in yearly raises, but not a high raise every single year. Commissioner Piper stated that no, there will not be a stoppage on step increases next year; she does not support that. The Board of Commissioners wants the system to be changed so that it is more sustainable and has been in talks with the HR director, maybe there will be a range so if an employee gets a step increase, it isn't an automatic 3% plus a 2% cola. Maybe if an employee is doing an OK job, they get a 1.5% step increase. If they are doing a very good job, maybe they get a 2 or 2.5% increase.

Co-Chair LaPointe agreed with this logic, and understood the need for a lean year, but wanted to know if the board could make the change not so immediate, so that the Council

could prepare employees for the next fiscal year with the information that there might not be a step increase the following year.

Co-Chair Sanders asked if it was asked for in last year's budget to have an evaluation done of the current steps in this current year. Commissioner Piper explained that a competitive wage study for \$10K was requested last year, but did not change the structure. It would not have changed this unsustainable yearly step increase plus COLA. The BoC is proposing to pay more money this year for a wage study that would correct the long-standing issue of the step program.

Co-Chair LaPointe asked if there was money reserved in the budget for a wage study last year and it wasn't completed? Commissioner Piper explained that this wage study was denied at the Commissioner level because it did not answer the question of the step program. The Board wants to employ best practices in terms of keeping the county strong, which includes strong employees. Commissioner Piper thanked Co-Chair LaPointe for what she said about providing employees with advanced warning of a freeze on step increases. Co-Chair LaPointe asked if the Commissioners would consider this advanced warning. Commissioner Piper said she will consider the advanced warning.

Co-Chair LaPointe understood what the Commissioners were telling them and said if they could just get through this year, knowing that a freeze on step increases is possible for next year, it will give employees time to plan ahead.

Commissioner Piper thanked Co-Chair LaPointe and said that per the Finance Director, step increases had been cut once before. Employees were given a choice for a step increase or a COLA in 2011. At the time, employees chose the COLA because some people were stepped out, and the employees wanted everyone to benefit. This is why the Commissioners' budget proposal is to eliminate the step increase in favor of a COLA. Mark Deem stated he would personally prefer the step increase and asked if there would be time to take a vote on the matter.

Commissioner Lauer asked the Employee Council if they had time to take this choice back to their membership. The Employee Council confirmed they can. Commissioner Lauer confirmed that there is time on the Commissioners' side as the BoC has not finalized their budget. Commissioner Lauer also pointed out that NH Retirement system has changed and requires an additional \$500,000 contribution as of last fall. This has created a financial firestorm this year, because suddenly the BoC was being told by the state that they have to pay this extra money. FD Libby confirmed that the rates reset for 2-year period last fall. Commissioner Piper added that the real problem was because of COVID. The county had the first case of covid in the nursing home, which was luckily kept under control. Admissions were down and the county has lost \$1.2million from nursing home revenue.

Employee Council Secretary Pepper stated that she understood this year has been crazy on all levels. In her personal experience, at least with COs, people like Co-Chair Sanders have put in forced OT due to COVID and lack of employees. Co-Chair Sanders

confirmed he had been working 60-70 hour work weeks, and many employees are sacrificing life events and time with family while others are not working. Co-Chair Sanders stated his personal opinion is that people are sitting at home and are choosing not to work.

Co-Chair Sanders asked if the BoC was looking for a cent increase across the board, as in cents-on-the-dollar instead of percentage and stated this would be a way to eliminate the problem of someone making \$100K annually getting \$10,000 in two years. Co-Chair Sanders asked if this is something that is being considered by the BoC so that when he goes back to the employees, they know what they are looking at.

Commissioner Lauer felt that for the wage structure study, all options are on the table. This is why the BoC is bringing in experts because it shouldn't be the Board who says what the fairest system is. The wage study needs to be conducted by someone with more knowledge than what the BoC has. Commissioner Piper confirmed that the BoC had stated what they want to be accomplished so HRD Karen Clough could give recommendations on what would best suit the County's needs. The County needs to be in a position where it is not awarding a 5% increase to everyone.

HRD Clough stated that historically and from her professional experience with wage charts, giving a straight dollar increase creates wage compression and that if the County were to continue to do that over the course of several years, it will create internal inequity.

Co-Chair LaPointe wanted to know that at their Employee Council meeting the next day, if they could have a discussion about choosing between a step increase or a COLA? Could there also be discussion of putting off changes until next year? Commissioner Piper recommended they postpone the Employee Council meeting so that the Commissioners can confer. Commissioner Ahern agreed they needed time to digest the discussion from the meeting and asked if the shift differentials being offered made any difference to the Employee Council?

The BoC and Employee Council conferred and discovered that the differentials are incorrect on the Additional Changes sheet. Co-Chair Sanders confirmed that in theory, each differential would increase \$0.75.

Commissioner Piper again proposed that the Employee Council delay their meeting with employees to allow the Commissioners to digest what they have said. Commissioner Piper believed that the Commissioners should have their conversation later that day.

Co-Chair Sanders thanked the BoC for the 2% COLA and Return of the Buy-back. Co-Chairs Sanders and LaPointe both expressed concerns about eliminating the Perfect Attendance reward. Co-Chair Sanders's concern was that eliminating the perfect attendance policy would get rid of incentive for employees to not call out, which might result in a rise of call-outs. FD Libby added that the perfect attendance perk does result in people coming to work sick and that this is a problem. Co-Chair LaPointe explained that

the tri-monthly proposal was requested to discourage employees from coming in sick. HRD Clough confirmed that this would hugely increase the days being given out. The HRD explained that the Earned Time system is supposed to curb callouts, in that an employee has 18 days to schedule however they want, either for sick time or vacation days.

Commissioner Piper, Co-Chairs Sanders and LaPointe expressed appreciation for the conversation. Commissioner Ahern appreciated it as well and thanked the Employee Council because he knows it's not easy. Commissioner Ahern requested that the Employee Council bear with the BoC as they try to balance things in this difficult time, and thanks them for doing so. Commissioner Lauer thanked the Employee Council for being there.

10:10am - The Employee Council exited with no further discussion.

4. Jim Oakes - Maintenance Superintendent

(*See Attachment "Maintenance Department Report 3/16-4/19)

Supt Oakes confirmed that the Building Automation System project continued on and that the maintenance department was waiting for the final pieces which are needed to finish up the job in the Admin building.

Supt Oakes also addressed the rising utility costs as per his maintenance report, which he explained were primarily due to the rising cost of water. Supt Oakes explained that the County's conservation efforts were not accomplishing much because this cost has gone up. He explained the water cost history and said that at the current rate, the system is not sustainable, and we need to start looking at this from a new angle.

Supt Oakes stated he knows that some money is coming to the County in the form of a stimulus package from the Federal Government, and he knows there is a water and sewage component, and wants to use these funds to analyze what we can do infrastructure-wise to reduce usage. Supt Oakes reached out to Horizons for pricing on an updated cost analysis on test wells again and believes if we could use the COVID money to help pay for this, it could greatly help with cost reduction. He has the cost estimate for Horizons to test and analyze the data.

Commissioner Piper agreed that this was a good idea, but that the BoC can't authorize or have access to the money right now as we are awaiting guidelines on how it can be used. The County needs to know what is recoverable and what they can spend it on. The current administration that is authorizing this federal package of spending is defining infrastructure very broadly right now to help alleviate costs and to help the real economy. Commissioner Piper believes that this is the reason things which have never been considered infrastructure are now being considered infrastructure.

CA Dorsett confirmed that this is included in the American Rescue Act, and believes the best idea is to start getting proposals so we are prepared.

Commissioner Ahern stated that he believes the County needs to have water wells and its own sewage treatment plan on-site.

Commissioner Lauer agreed with CA Dorsett regarding the acquisition of proposals and that the County needs to be ready when the federal package becomes available.

Supt Oakes confirmed that he only has a 10 year old study and a new one is needed so the maintenance department can get new data. Without current cost analysis, a decision cannot be made. The study would cost \$3,000. Supt Oakes advocates getting an authorization to divert some money from the nursing home budget to cover the cost of the study.

The Commissioners and CA all agreed. Commissioner Piper asked what the reason was for the rising costs and if every County was experiencing this?

Supt Oakes stated that there are likely a few reasons. He stated that Woodsville's water source is a surface source that requires an excessive amount of treatment. When Horizon's study was done 10 years ago, there were some EPA changes that were going to be more stringent, and we knew that water treatment costs would go up due to operation costs. At the time, the Commission and Delegation was more concerned with immediate/quick solutions for real problems. Supt Oakes believes we should have taken a bigger picture look for long-term solutions to improve water quality overall. Chlorine residuals were a problem then and have gotten worse. An isolation valve was approved and paid for to help curb this problem, but when the isolation valve was installed, it was never used. Supt Oakes stated that regarding sewage, CA Dorsett has some contacts he worked with in Littleton, and that a municipal sewage system is a possibility. A contact Supt Oakes has been talking to just installed a system in a township in VT which was paid for with sewer savings in less than 5 years.

CA Dorsett pointed out that this would also future-proof utilities and fix costs.

Commissioner Ahern asked how much the County is currently paying to Woodsville Water and Sewer? Supt Oakes confirmed the costs are approximately \$52K for water plus \$49K for sewage plus \$400K for electricity.

CA Dorsett stated that if the County bonds for a project and fixes the annual cost, and it's equal to or less than what is being paid, the County can make a good return on it. He recently met with the town of Haverhill and their treatment plant is at capacity.

Supt Oakes proceeded with the highlights from his written report.

10:37AM - SHORT BREAK

10:47AM - Meeting Resumed

5. FD Julie Libby arrived to give the following report.

a. Review of March Financial Reports

FD Libby discussed the Monthly Department Variance Report and stated there isn't a big change from last month; a number of departments are still down in revenue. FD Libby ran some projections which indicate multiple departments will finish the year below revenue, the Nursing Home being one of them. The census of the nursing home has stabilized however, having been at an average of 108 residents since January, so they are not losing revenue although they budgeted for 120 residents. The Nursing Home continues to get federal funding which is a big help. The Department of Corrections is projected to finish below revenue this year. This is due to the BDAS grant and the lower inmate population, lower phone commission, and lower county female population. The Farm continues to be in the black and is projected to finish the year over revenue. This is due to being on-target with of milk and sale of livestock. The Sheriff's Department continues to be behind and is projected to finish the year behind in revenue due to COVID. County Attorney - the VOCA and Roving Advocate are both grants that we are reimbursed directly for. The County Attorney is projected to finish around \$30,000, VOCA will finish a little bit behind, same with Roving Advocate Grant, but expenditures are always the same as revenue so it's a wash. The money we get for the Circuit Court Prosecutor will come in on budget. Alternative Sentencing is doing well, they receive regular insurance money and should finish on target. Department of Deeds is having a phenomenal year and will finish well above projections. Last month's revenue was over \$120K.

Interest will finish below projections because of the rates that fell off so sharply when COVID hit. The "Other" category is going well. Overall, there is not a lot of change in the revenue picture from last month.

The County is in excellent shape on expenditure side. Only three departments appear to be overextended. The Medical Referee will finish the year overexpended. The Prorated report indicates the County is on target for revenue overall even though multiple departments are down. FD Libby projects we will be under \$3 million underexpended by the end of year. The County is up \$500K extra cash over last year's cash. If the County gets the \$3.4 million in Proshare, we should be OK this year and not have to borrow.

- b. Appropriation Transfers - A few accounts are overexpended. FD Libby requests appropriation transfers in two categories and is requesting permission for the transfer of \$21,790 on the accounts listed on her memo. This includes some of the COVID expenses accounts on the ones she believes are done being spent. The accounts which are overexpended are pretty typical for this time of year. Looking at second page, COVID testing will make money.

FD Libby requested if there were no further questions, that there be a motion to approve the appropriation transfers of \$21,790.

MOTION - 10:57AM Commissioner Ahern moved to approve FD Libby's appropriation transfer request of \$21,790. Commissioner Lauer seconded the motion, and all were in favor.

c. Review of Surplus Projection - 9 Months

FD Libby stated that based on her projections, the County would have an undesignated fund balance of \$6.6 million which is \$500K over where they are this year, which is 13.64% of the County's expenditures. County policy states this number should be between 8% and 16%, so this a very healthy figure.

There are two big unknown factors, which includes the \$9.7million House Bill 2 for counties, this would put Grafton County in the half-a-million dollar range if passed, which means we would add \$500K to the County fund balance if issued in fiscal year 2021. FD Libby stated that the County has only used \$2.8 million in ProShare. If the County were to receive the \$3.44 million that DHHS has estimated, that would contribute another \$600K to the fund balance. In summary, the potential is there for the fund balance to be higher, but we won't know until after it's too late, or after the Commissioners' budget is done. The County is in good shape financially, but we have received a lot of help from the Federal Government and COVID testing.

- d. Grant Administrator for Mid-State Daycare CDBG - The grant was awarded, and the County sent out RFP. Only one proposal was received from Donna Lane who has 35 years of CDBG administration experience.

MOTION: 11:02AM Commissioner Lauer moved to award the grant administrator contract to Donna Lane for the Mid-State Daycare CDBG.. Commissioner Ahern seconded, and all were in favor.

- e. Certificate of Vote - BDAS - An amendment is being made to this contract to include "stimulant use disorders." This requires new paperwork but has no financial impact on the BoC. This is related to federal funding regulations.

MOTION: 11:05AM Commissioner Lauer moved to authorize Julie Libby as Finance Director to continue to sign the amendment. Commissioner Ahern seconded and all were in favor.

- f. FD Libby reported that a single audit was conducted and there were no findings.
g. FD Libby reported that the new payroll system up and running and that no corrections were required to the last payroll. A new self-service system was rolled out for employees so everyone can check pay stubs, request time off, see HR policies, and more.

6. **At 11:08am County Sheriff, Jeffery Stiegler arrived to give the following report.**
(*See attached report from the Sheriff's Department)

Sheriff Stiegler noted that the County has spiked up in civil service. Last Thursday, the Sheriff met with the new Chief Justice. The Chief Justice has some great ideas for getting courts back open, with continuance of masks and social distancing. Sheriff Stiegler said

that as they open back up, the SD will get busier especially with civil processing, but that hopefully COVID has taught them to move people slowly.

Commissioner Ahern requested that the deputies make text on documents more legible when serving citizens.

Sheriff Stiegler reported that involuntary emergency hospitalizations have been down and criminal activity is about the same. The Sheriff reported that there was damage to a County vehicle. One of his deputies was traveling on 25 near the Hall Farm before East Haverhill Cemetery where there is a business that aids persons with disabilities and other issues. A 19 year old man got into verbal dispute with his Counselors at this business and went out into road. The deputy put on his lights and the man put up his middle finger and started kicking and pounding on the car. The two Counselors came out to restrain him. The Deputy thought it best to call the Haverhill Police to intervene. The Hall Farm wants to press criminal charges to ensure this individual is educated for his actions and want him to see that there are consequences for his actions.

Sheriff Stiegler reported that a few years ago, the total active warrants was under 600. They do their best to clean the board. The uniform deputies have done a good job with the active warrants that the SD can go get. On the 7 page document, 97 of these people are out-of-state, 95 are in-state without addresses, there are 120 extraditable, which means they are located around the country but it is up to the county attorney to see if we have the budget to extradite them. The Sheriff reported that there are a little over 100 people the SD could find but he doesn't think number will go under 250. Sheriff Stiegler reported that 32 people are incarcerated around the country and they will see what happens or if they have to extradite them. Sheriff Stiegler does not want to send his deputies out of state and believes it is a better idea to employ a US Marshall or someone else to pursue a warrant as it is much more cost-effective. Being down a person makes it tough to pursue warrants. The Criminal secretary checked online and was able to find death certificates to push people off the warrant list.

Sheriff Stiegler mentioned that regarding House Bill 2 for Court Security, if it passes, the compensation is the same for every court whether Superior or Circuit Court. This would go up substantially from about \$108 to \$123 per full day. This would increase the budget, but the state replenishes the money spent. It increases the perception of the budget, but is ultimately money that comes back. Sheriff Stiegler reported he does not have an answer on it just yet.

Commissioner Lauer commented that the stated increase is a wash because it gets replenished, it just makes the bottom line look larger.

Sheriff Stiegler stated with regards to out of state travel extradition, the SD did well last year and was able to carry \$2500 that was left over from last year. Sheriff Stiegler believes there is a possibility we can shave some of these expenses off the budget if we consider this.

Sheriff Stiegler said that with regards to vehicle maintenance, there was a substantial decrease in tire purchases. The reason is because the trucks use an all-season tire and the SUVs use both summer and winter tires. With the trucks only using one set of tires, this can save a few thousand dollars.

The Commissioners thanked the Sheriff for his time and service.

7. 11:28am - CA Andrew Dorsett gave his County Administrator Overview (*See attached presentation from CA Dorsett).

CA Dorsett presented a series of economic graphs regarding the economic profile, housing, and employment markets in Grafton County.

CA Dorsett had a meeting with Doctor Charles Lloyd from White Mountain Community College regarding staffing issues and discussed a potential partnership on an ongoing basis. The County will provide job advertisements directly to the president of WMCC so that the County has direct access to students. The president also offered to co-brand it. He indicated medical facilities were having luck with entering into agreements with students in paying directly for their education versus doing a reimbursement after they are an employee. For example, Littleton Regional Hospital sponsors students through school. For help and recruiting, he has requested the County's salary, sign-on bonus, benefit details, etc. WMCC offers a number of medical degrees and could use Grafton County as a host site for nursing students if there are 8 or more students who register. There is an LNA program this summer in Littleton and LPN program beginning in January. CA Dorsett wants to get Craig and Dr. Lloyd together to find out how to get positions filled.

Commissioner Ahern added that back in the day, facilities provided rooms and is wondering about the possibility of bringing in some manufactured units and putting them somewhere on campus. Commissioner Ahern is interested in a cost-benefit analysis for giving these young people a place to stay that is conveniently located to their job.

Commissioner Lauer added that many nursing temps live over at Wells River and that there are at least 6 units over there. Commissioner Lauer recommended that the board check with Craig to see if he knows where we are housing nurses. CA Dorsett to look into this further.

Commissioner Ahern also mentioned the County could use an assisted living unit. Commissioner Lauer believes there was a rule against having an assisted living facility on the same grounds as a nursing home. Commissioner Ahern recalls this was done in Merrimack County.

CA Dorsett reported that he attended a meeting with a group of people who are looking at finding a pilot project for building a micro grid. He was invited to give some ideas of what could be done with electricity in Grafton County. There is an idea for creating an islanded system. The meeting was comprised of a team of people from UNH, some people from the Government and some electrical engineers. Ultimately, they are looking for a campus to build on and would like to do it in Grafton County, but they have to get

permission first. A presentation will follow. CA Dorsett noted that this would contribute to the “Resiliency” of infrastructure projects.

9. Commissioner Issues

- a. NaCo Prescription Discount Program - CA Dorsett gave an update regarding the NaCo Prescription Discount Program

As of the life of the program, members have submitted a retail price of \$3,174,743.84 in prescription drug program with a price savings of \$889,519.23 since 2006. The program is open to anyone in the County.

- b. US Treasury Release

(*Attachment: US Treasury release on new guidance for local fiscal state recovery fund)

CA Dorsett reported that there was not too much information in this release, and that the County needs to gather information, most of which has already been gathered except for appointing an authorized representative.

MOTION: Commissioner Lauer moved to appoint CA Andrew Dorsett as the authorized representative of Grafton County for the state local fiscal recovery fund. Commissioner Ahern seconded the motion, and all were in favor.

- c. Approval of Minutes: 3/25, 3/30, 4/8, 4/13 and 4/15

Commissioner Piper stated that she looked at the minutes and submitted some edits. Commissioner Ahern reported that he has not finished looking at minutes, but wanted to note that he was confused by the use of “he” and “she” in minutes. Commissioner Ahern mentioned it would help if each person or organization were identified clearly and that he would like to see letters and numbers to break out the minutes. Commissioner Piper reported that she received similar feedback with regard to the minutes.

MOTION: Commissioner Lauer moved to approve the minutes from 3/30, 4/13, and 4/15 as amended by the Commissioners. Commissioner Ahern seconded, and all were in favor.

LUNCH 12:19pm to 1:30pm

MOTION: *1:30pm - Commissioner Lauer moved to enter into non public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a). Commissioner Ahern seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “yes”; Commissioner Piper “yes.”

*Commissioner Lauer declared the meeting back in public session.

MOTION: 2:56 AM Commissioner Piper 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 Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes”; Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

d. Farm DoC

Commissioner Ahern heard about a meeting that was held with the USDA, US inspection people, UNH, farmers, and Mary Choate. The meeting was regarding the possibility of processing dairy cows here on campus. There was question of whether or not the County could be exempt. The USDA said no, but an inspector could come to the campus and see what we have and what we would need to do. Commissioner Ahern met with Peter Roy at PT Farms, who has been buying dried up dairy cows from us at \$750/each. Commissioner Ahern asked what would happen if we brought down a dried up dairy cow every once in a while. Peter said he could only give it to us in 100lb bags of semi-processed meat at about \$2.50/pound, which is due to USDA regulations on Mad Cow Disease. Commissioner Ahern said this was not very encouraging, but with regards to milk, the County could do processing on site. The process however, requires a lot of personnel. Both Mary Choate and Heather Bryant are involved and were talking about making butter as there is a big market for butter. Howard Hatch does not make butter. The opportunity is there. Commissioner Ahern has a feeling that it does not take long to make the milk or the cheese, and that the County would just need to pull together the right people. Grant and Elliott would need to be 100 percent on board. Commissioner Ahern also learned that USDA inspectors do not charge unless they are on-site for over 8 hours in one day. Not planting vegetable fields this year takes part of the Farm DoC out of the way, but Commissioner Ahern believes the County could proceed with the dairy. Commissioner Ahern spoke with Chris Metcalf, who doesn't see any problem doing the processing here. The County already has a Christmas tree plantation on Grafton County grounds. There are so many opportunities, but will require more people. Commissioner Ahern also believes it goes along with what CA Dorsett has been talking about with regards to resiliency.

CA Dorsett met with Grant on Friday afternoon and Grant's main concern was staffing. CA Dorsett told Grant that Farm DoC is important to the Commission. Right now, the staffing model relies on inmates, with corrections officers helping out with some of the labor. CA Dorsett told Grant to look into his staffing needs and will get some info over to the BoC to see if some additional staffing can be assigned in addition to the DoC labor.

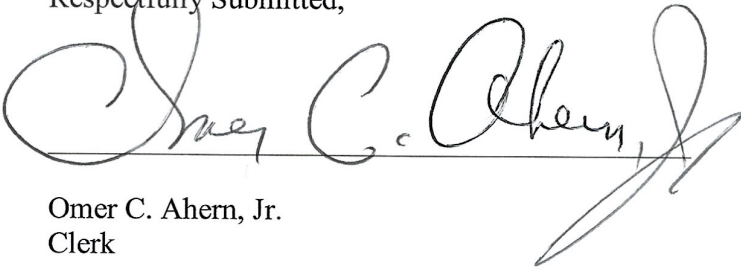
Commissioner Ahern has also been in contact with people in the Department of Health and Human Services regarding Farm DoC.

Commissioner Piper stated that it has been a problem to find people to staff the farm even without using inmate labor. Commissioner Lauer confirmed that yes, it has been a problem, but thinks that the inmate situation will improve by the end of the summer, going off of what the Sheriff said about social justice programs.

Commissioner Piper mentioned she sent a follow up email to Casey McDermott regarding the Commissioner oversight of the DoC. Commissioner Piper did an interview a couple weeks ago with Casey. Casey anticipates the story will be out soon and will try to let us know. This will be either in the form of a NHPR broadcast or written piece. Supt Oakes has also sent the Commissioners an email about senate bill 91. HB315 is what the board was dealing with, which is to do with community power. Part 7 of SB91 with regards to net metering for political subdivisions, restricts this to within the community. The County did not take a position yet as they were waiting on Senator Avard to incorporate another bill, SB109, which has the support of the governor, which would be incorporated into HB2.

MOTION: 3:16PM With no further business, Commissioner Lauer moved to adjourn the meeting. Commissioner Ahern seconded the motion, and all were in favor.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Omer C. Ahern, Jr." The signature is written in black ink and is positioned above a horizontal line. The signature is stylized, with large loops and a long, sweeping tail that extends to the right.

Omer C. Ahern, Jr.
Clerk

Grafton County – Commissioners’ Agenda

April 20, 2021

County Commissioners Conference Room

9:00 AM

1. Pledge of Allegiance.....9:00 AM
2. Non-public 91-A:3 II (a) 9:00 AM
3. Employee Council.....9:15 AM
4. Jim Oaks, Maintenance Superintendent.....9:45 AM
5. Julie Libby, Finance Director.....10:15 AM
6. Jeffery Stiegler, County Sheriff.....10:45 AM
7. Macie Hornick, County Attorney.....11:15 AM
8. Andrew Dorsett, County Administrator Overview....11:45 AM
9. Commissioner Issues
 - a. Approval of Minutes: 3/25, 3/30, 4/8, 4,15
 - b. Sign check registers: 1201, 1203-1205, 1207-1209
 - c. Farm DoC
 - d. NACo Prescription Discount Program
 - e. Commissioner DoC Tour 4/27
 - f. NHDOT – County Access/Safety Issues 4/27
10. Other Business..... 12:15 PM
11. Adjourn

ZOOM:

<https://us02web.zoom.us/j/82727655549?pwd=ZzBtUmpYZ0tXQTVMWS85OHdGMjBUdz09>

Meeting ID: 827 2765 5549

Password: 003150

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

March 16 – April 19, 2021

COMPLEX

Building Automation System (BAS) Project

This project is still progressing slowly. Alliance programmed many of the control points from Tracer Summit, the old BAS, and loading them into Niagara, the new BAS system. Awaiting new controllers and I/O modules that were in most recent change order. Needed to finish job.

Sprinkler Systems – Hampshire Fire completed the quarterly inspections on all systems throughout the complex and did a 3-year full trip test on the DOC's three dry systems.

Elevators – Stanley Elevator completed the annual inspections on 69 Building elevator and Courthouse elevator...no discrepancies noted.

Rising Utility Costs – Over the last 10-14 years we've experienced an exponential growth in utility costs. Today's presentation focuses on specifically on water and sewage. These costs are projected to grow, with no end in sight. As commissioners of Grafton County and I as your trusted agent, we have a fiduciary responsibility to the tax payers of Grafton County to operate in the most cost effective manner. This means implementing conservation strategies to reduce usage but also find ways to reduce operational costs through technology and infrastructure changes. Below is a recent analysis of water and sewage costs for the pas 10-years.

Water Cost Analysis (see attached date and charts) – Water costs have risen prolifically over the last 10-years. I focused my analysis starting with 2010, the year Horizons Engineering completed a water system study for Grafton County for the purpose of improving water quality within the county's water tank and to lower our long-term costs. Since 2010 our water costs, paid directly to Woodsville Water & Light Department (WW&LD), has risen 83%. Since 2006, the year I started keeping water records, it has risen 103%. In this upcoming fiscal year WW&LD has forecasted a 5% increase.

Sewage Cost Analysis (see attached date and charts) – After completing the water analysis I knew I had to do the same exercise for sewage. In doing this exercise I discovered our sewage costs have risen even more. Since my water study began with 2010, I followed the same period for sewage. I discovered our sewage costs have risen 124% in the last 10-years. Again, this is cost paid directly to WW&LD for sewage pumped to the Woodsville Waste Treatment Plant. In this upcoming fiscal year WW&LD has forecasted a 5% increase. The subject treatment plant is at maximum capacity, which is cause for additional concern.

The purpose of sharing this information is not only to educate, but to solicit your support in exploring long-term strategies to reduce operational cost for water consumption and sewer disposal.

COURTHOUSE

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

Architectural & Engineering (A&E) Assessment Project

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

March 16 – April 19, 2021

Last week I touched base with Roy Ward, the principal of E.H. Danson, and he asked for a 2-week extension on their project. Their report is now due to you by May 1st.

Sewage Pumps – Yesterday the sewage pump station float switch failed to AUTO start pumps when wet well was high. We received a wet well high ALARM. As an interim action we pumped the wet well down manually. My staff troubleshot the failure to bad wiring in a wiring enclosure within the wet well area. Replaced wiring from pump alarm panel to wet well.

Sheriff Dept. Interview Room – Sheriff Stiegler requested we turn an old evidence holding area into an interview room. This project is now complete.

HVAC – dumpster in last parking garage got pushed into LP gas line, breaking all its mounting brackets. Checked for gas leaks and replaced brackets. Also mounted stand-off on wall to prevent dumpster from getting pushed back into pipes at later date.

Electrical - One Federal Pacific panel has 10 number 12 gauge wire's that run from the neutral bar to the Neutral bar inside the adjacent Siemens panel. Poses shock hazard to person working electrical circuits because even though breaker may be tripped to work on a particular circuit, by having a shared neutral with another circuit, live power still runs through neutral. Additionally, the FP panel is a standard panel whereas the Siemens panel is a generator panel. The two systems are not supposed to be comingled per electrical code. Notified electrical engineer to get direction on corrective action.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Lighting – Converted numerous light fixtures from ballasted fluorescents to low energy non-ballasted LED ones.

Sprinkler System

Dry System Leaks – We have four new leaks in this system. Hampshire Fire replaced all four sections of pipe to eliminate these leaks. One section was especially worse than the others due to sludge laying in the bottom of the pipe, constantly holding moisture at the 6:00 O'clock position of the pipe, deteriorating the pipe wall thickness so much that the pipe crushed when trying to remove the bad section. The technician recommended we replace all the horizontal pipe in that run (approximately 105') on their next visit and possibly flush the system to rid it of sludge if more is found during the replacement of the 105 feet of pipe. Once the 105' gets replaced, we will have spent \$10,773 on dry pipe repairs this fiscal year, and that doesn't count whatever the cost of flushing, assuming that will be needed.

Laundry

- New dryers - Cut open wall to facilitate extraction of old dryers by contractor and disconnected power, gas and ductwork. Contractor removed old dryers and placed new ones. My staff replumbed all the propane piping, connecting it to the new dryers. They also installed new circuit breakers and wired all the electrical circuits to operate the make-up air dampers. They installed larger ductwork, and inspection panels as well.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

March 16 – April 19, 2021

Lastly they fabricated and installed a catwalk over the new ducts to facilitate future inspections and work access. Restored wall around new dryers.

- Found Dryer 1 burner tubes cracked during preventative maintenance inspection...replaced burner tubes.

HVAC

- Tandem 10-ton condensing unit that supports kitchen wing A/C had compressor fail. Isolated system to one compressor to limp buy until we can replace the tandem compressors. Ordered new compressors...4-6 week lead time.
- Hydronic distribution pump 1 electric motor in 69 basement had bearing fail. Replaced both bearings in motor.
- Unit ventilator UV-1 in the Maple dining room had a fan fail so the unit could not blow cool or hot air. Replaced motor.

Sewer – Sewage continually backing up in basement floor drain. Tried unclogging drain numerous times and had to have Schofield Septic flush line out. The last time on site they scoped the line and found it in terrible condition due to heavy rust barnacles built up in the black iron pipe. I hired Eastern Pipe Services to scour out the pipe and extrude PVC on approximately 25-feet of underground pipe to restore flow.

ADMINISTRATIVE BUILDING

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

Elevator – Moved elevator to generator covered panel so elevator now operates when building is under generator power.

Generator – 2-minutes into a load test, the engine sounded different than normal (slight surge). We checked voltage and hertz and noticed they both bounced a bit. Transferred back to utility power and called Powers Generator to further troubleshoot this problem. Initially, the first tech that came troubleshoot the issue to a bad fuel injection pump that was going to be over \$5,000 to replace. When the part came in a different tech was dispatched to install it. When he arrived on site he concluded we didn't need the pump because a connecting line had cracks in it and was cause for the pump losing its prime due to sucking air vs. fuel. He replaced the line, which fixed the problem.

ADA Entrance – Electric door opener failed...troubleshooting in progress.

Dept. of Corrections

Preventative Maintenance (PM) – Performed various PM tasks throughout

Area D Bathrooms (men's minimum security)

- 2nd floor showers – Completed rehabilitating shower walls in both upper bathroom showers
- 1st floor ADA stall ...replaced toilet due to leak from crack

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

March 16 – April 19, 2021

Domestic Hot Water – 2” copper fitting leaking between two DHW tanks in H103 Mechanical Room. Disassembled, cleaned fittings and soldered back together.

Sewage Grinder - Found sewer grinder sealed conduit pulled from grinder motor. Installed new flex conduit and explosion proof compound for permanent repair. Also removed motor and reindexed it so electrical box orientation to the flex conduit wouldn't chaff or get bent when pulling motor assembly from trench.

Fire Alarm - While testing fire alarm panels for TROUBLE alarms an Alarmco technician accidentally shorted out a circuit board with his meter, causing a Supervisory TROUBLE alarm. They've ordered and replaced the circuit board at their own expense.

HVAC

- Air handler AHU-H1 coil freeze protection pump making excessive noise...installed new pump
- Building hydronic distribution pumps 11A & B both leaking at shaft seals...rebuilt each pump
- Smoke exhaust fans SEF-E1 and F2 and exhaust fan EF-A1 all had mud wasp nests built up in motors. Removed motors, disassembled and cleaned and reinstalled. Tested fans.
- Air handler ERU-D1 - Supply fan motor bearings bad and causing vibration that cracked motor mount. Welded motor mount and replaced bearings.
- 2.5" geothermal source line leaking above hard ceiling onto sheetrock. Accessible through nearby hatch. Ordered materials to repair leak

Security Doors

- Worked a variety of door shut and locked indication issues, replacing relays and adjusting micro switches
- Security glass in certain wooden doors have slid down, leaving gap at top where inmates can pass things through and more easily break windows. My staff have repaired 8 on F-Unit so far.

MAINT/FARM BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

FARM

DAIRY BARN –

- SW High Drive vertical support beam became detached from horizontal floor structural beam, causing weak spot in floor. Put beam back in place and secured to prevent floor buckling during sawdust deliveries. The post has some decay and should be replaced. Contacted Woodsville Water & Light for used light poles they may be getting rid of.
- Milk-line pulsators failed...rebuilt 3-4 that had failed

BIOMASS PLANT

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

March 16 – April 19, 2021

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

ALTERNATIVE SENTENCING BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

Generator - Found small leak coming from underground propane line that was bubbling from between yellow plastic layer and copper at regulator bolted at SW corner of building...replaced propane line. Leak tested when complete.

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks on various vehicles and equipment

Kubota RTV - Hydraulic hose failed, causing large loss of hydraulic fluid. Replaced bad line and reserviced.

OTHER

Water Cost History

Costs paid directly to WW&L for water, hydrant fees, maintenance, connection fees and construction observations									Costs we incurred for operating & maintaining our isolation valve & water tank, including road maintenance							Annual Cost
Fiscal Year	Annual Gal.	Annual \$	Gallon \$	Hydrant	Maint.	Connection	Construct / Observation	Subtotal	Lab	Certs / Training	Electrical	Maint	Insurance	SCADA	Subtotal	Total
FY06	8,091,000	\$30,887	\$0.0038	\$3,326	\$0	\$0		\$34,213	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,213
FY07	8,284,000	\$34,137	\$0.0041	\$3,326	\$366	\$0	\$0	\$37,829	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,829
FY08	8,213,000	\$33,752	\$0.0041	\$3,326	\$0	\$0	\$0	\$37,078	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,078
FY09	8,447,000	\$34,922	\$0.0041	\$3,326	\$0	\$8,000	\$0	\$46,248	\$12	\$1,508	\$487	\$3,200	\$0	\$0	\$5,207	\$51,455
FY10	9,036,232	\$38,300	\$0.0042	\$3,326	\$2,096	\$0	\$0	\$43,722	\$346	\$559	\$1,203	\$4,735	\$486	\$563	\$7,892	\$51,614
FY11	8,180,000	\$37,234	\$0.0046	\$3,326	\$3,550	\$8,000	\$3,913	\$56,023	\$386	\$205	\$1,399	\$1,306	\$515	\$563	\$4,374	\$60,397
FY12	8,581,000	\$40,543	\$0.0047	\$5,174	\$4,428	\$0	\$0	\$50,145	\$300	\$475	\$1,387	\$706	\$591	\$563	\$4,022	\$54,167
FY13	8,453,000	\$45,636	\$0.0054	\$6,708	\$2,326	\$4,000	\$1,525	\$60,195	\$276	\$1,522	\$2,365	\$1,008	\$641	\$704	\$6,516	\$66,711
FY14	8,548,000	\$44,366	\$0.0052	\$7,928	\$306	\$0	\$0	\$52,600	\$144	\$150	\$2,489	\$6,700	\$633	\$1,127	\$11,243	\$63,843
FY15	8,392,992	\$48,784	\$0.0058	\$7,928	\$0	\$0	\$0	\$56,712	\$144	\$493	\$3,272	\$0	\$569	\$1,127	\$5,605	\$62,317
FY16	8,225,000	\$49,073	\$0.0060	\$7,928	\$0	\$0	\$0	\$57,001	\$144	\$680	\$1,667	\$1,497	\$437	\$1,127	\$5,552	\$62,553
FY17	8,127,600	\$51,302	\$0.0063	\$7,928	\$0	\$0	\$0	\$59,230	\$144	\$195	\$2,900	\$110	\$408	\$1,127	\$4,884	\$64,114
FY18	8,079,000	\$50,630	\$0.0063	\$7,928	\$128	\$0	\$0	\$58,686	\$144	\$1,194	\$2,364	\$6,014	\$375	\$1,127	\$11,218	\$69,904
FY19	7,730,000	\$52,730	\$0.0068	\$7,928	\$0	\$0	\$0	\$60,658	\$144	\$534	\$2,269	\$4,012	\$341	\$1,127	\$8,427	\$69,085
FY20	7,314,000	\$52,429	\$0.0072	\$7,928	\$0	\$0	\$0	\$60,357	\$156	\$1,200	\$1,124	\$121	\$287	\$1,127	\$4,015	\$64,372
FY21	4,900,000	\$37,534	\$0.0077	\$5,946	\$0	\$0	\$0	\$43,480	\$132	\$0	\$1,130	\$2,001	\$277	\$1,127	\$4,667	\$48,147
FY22								\$0							\$0	\$0

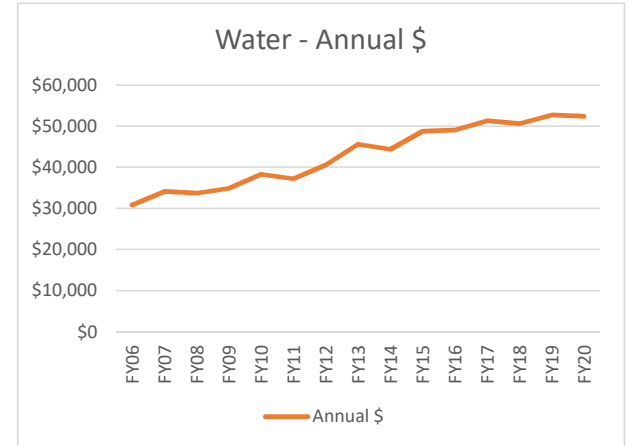
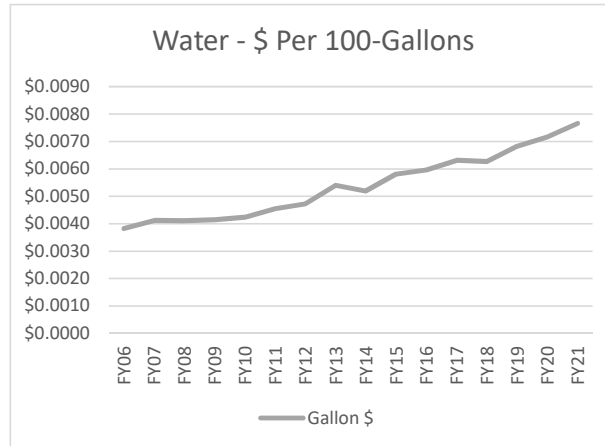
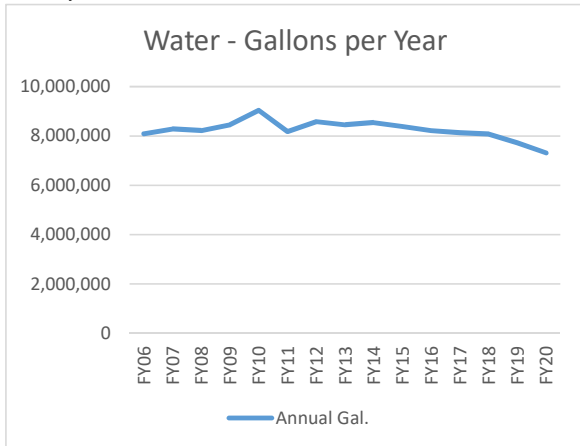
Horizons Study

Current year

Per gallon rate increase FY06 - FY21 103%
 Per gallon rate increase FY10 - FY21 83%

* A 5% rate increase is planned for January 2022

Hydrant fee cost increase FY10 - FY21 138%
 * increased 6 hydrants since FY10



Sewage Cost History

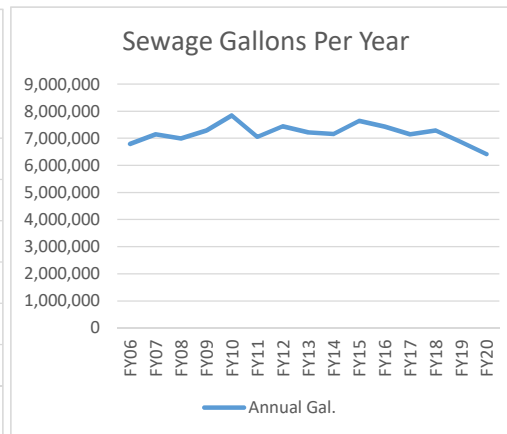
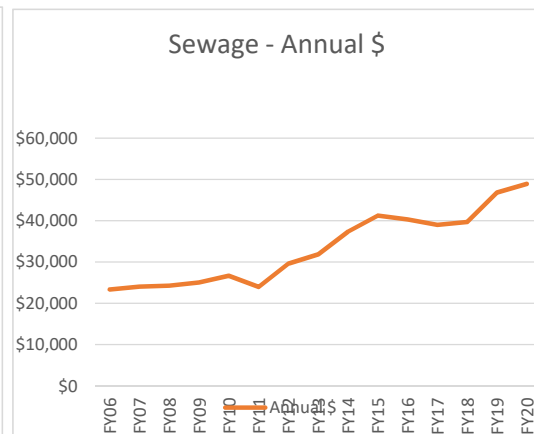
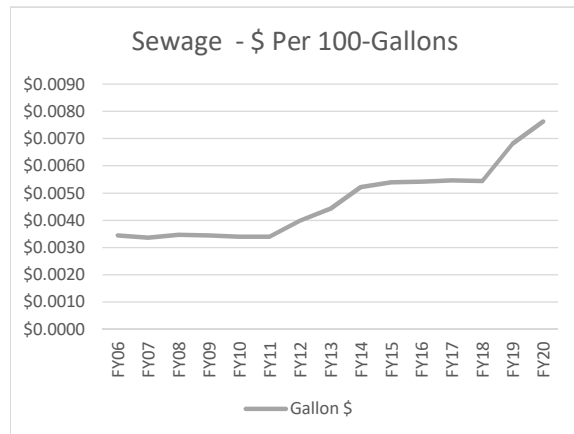
Costs paid directly to WW&L for sewage treatment										Annual Cost
Fiscal Year	Annual Gal.	Annual \$	Gallon \$	Maint.	Construct / Observation	Subtotal	Electrical	Maint	Subtotal	Total
FY06	6,791,000	\$23,381	\$0.0034			\$23,381			\$0	\$23,381
FY07	7,144,000	\$24,063	\$0.0034			\$24,063		\$215	\$215	\$24,278
FY08	6,992,000	\$24,263	\$0.0035			\$24,263		\$1,190	\$1,190	\$25,453
FY09	7,292,000	\$25,084	\$0.0034			\$25,084		\$9,000	\$9,000	\$34,084
FY10	7,843,421	\$26,665	\$0.0034			\$26,665	\$735	\$190	\$925	\$27,590
FY11	7,047,529	\$23,969	\$0.0034			\$23,969	\$1,029	\$108	\$1,137	\$25,106
FY12	7,436,383	\$29,647	\$0.0040			\$29,647		\$1,799	\$1,799	\$31,446
FY13	7,220,710	\$31,903	\$0.0044			\$31,903		\$248	\$248	\$32,151
FY14	7,159,276	\$37,341	\$0.0052			\$37,341		\$0	\$0	\$37,341
FY15	7,645,434	\$41,216	\$0.0054			\$41,216		\$0	\$0	\$41,216
FY16	7,432,325	\$40,277	\$0.0054			\$40,277		\$0	\$0	\$40,277
FY17	7,143,367	\$39,002	\$0.0055			\$39,002		\$8,259	\$8,259	\$47,261
FY18	7,293,285	\$39,663	\$0.0054			\$39,663		\$19,413	\$19,413	\$59,076
FY19	6,869,163	\$46,845	\$0.0068			\$46,845		\$0	\$0	\$46,845
FY20	6,411,228	\$48,893	\$0.0076			\$48,893		\$0	\$0	\$48,893
FY21	4,288,883	\$32,540	\$0.0076			\$32,540		\$0	\$0	\$32,540
FY22						\$0			\$0	\$0

Per gallon rate increase FY10 - FY21

124%

* A 5% rate increase is planned for January 2022

* Woodsville Treatment Plant at maximum capacity



Memo For Requested Action by Commissioners:

To: Grafton County BOC

From: Julie L Libby, Finance Director

Date: April 14, 2021

Subject Of Requested Action: *Appropriation Transfers*

Background Info: Commissioners need to approve any transfer of appropriated expenditures between accounts

Issue: Attached you will find a list of accounts that are over-expended at 03/31/21. The list is broken down into two (2) pages. The first page includes several COVID related expense lines where departments likely will not have additional expenses this year and all Non-COVID related over-expenditures which all fall within the realm of "normal." The second list is COVID related over-expenditures many of which have been reimbursed, however the funds are posted as revenue and not posted back against the line item. I am not requesting to do transfers at this time – I just put them on the list so that the Commissioners would be aware.

Recommended Motion (for Commissioners to consider): Make a motion to approve Appropriation Transfers.

Discussion: *I am happy to answer any questions.*

Fiscal Impact: *This action is re-appropriating monies between expenditures accounts. There is no fiscal impact.*

Unless otherwise required by State Statute, or other County Policy, this Memo, along with any documents involved, must be submitted "in hand"/electronically (as the case may be) to the County Administrator, in a timely manner, no later than 4:00 PM of the Wednesday before the next County Commissioners' regular meeting where the desired "Request" is to be acted upon.

1	2	3	AccountDescription	Budget	RangeToDate	AccountYTD	Balance	Transfer from	Amount
01	4100	170	EDUCATION & CONFERENCE	\$ 7,200.00	\$ 1,645.00	\$ 9,307.50	\$ (2,107.50)	01.4100.120	\$ 2,150.00
01	4100	350	PRINTING,BINDING & BOOKS	\$ 2,000.00	\$ -	\$ 2,005.28	\$ (5.28)	01.4100.120	\$ 100.00
01	4100	370	DUES	\$ 9,550.00	\$ 31.53	\$ 10,631.53	\$ (1,081.53)	01.4100.120	\$ 1,082.00
01	4100	575	COVID-19 EXPENSES	\$ -	\$ 216.39	\$ 831.55	\$ (831.55)	01.4100.120	\$ 900.00
01	4100	670	ADVERTISING & PUBLIC RELATIONS	\$ 3,000.00	\$ 398.06	\$ 3,226.92	\$ (226.92)	01.4100.120	\$ 1,000.00
01	4111	110	LIFE INSURANCE	\$ -	\$ 11.40	\$ 11.40	\$ (11.40)	01.4110.110	\$ 16.00
01	4116	110	LIFE INSURANCE	\$ 32.00	\$ 3.60	\$ 32.40	\$ (0.40)	01.4116.100	\$ 26.00
01	4116	270	SCRAM MONITORING SYSTEM	\$ 300.00	\$ 80.50	\$ 605.52	\$ (305.52)	01.4116.700	\$ 310.00
01	4116	370	DUES	\$ 150.00	\$ 50.00	\$ 170.00	\$ (20.00)	01.4116.700	\$ 20.00
01	4116	575	COVID-19 EXPENSES	\$ -	\$ 29.98	\$ 1,089.48	\$ (1,089.48)	01.4116.700	\$ 1,090.00
01	4120	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 42.45	\$ (42.45)	01.4120.100	\$ 43.00
01	4130	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 195.87	\$ (195.87)	01.4130.002	\$ 196.00
01	4130	680	TELEPHONE	\$ 400.00	\$ 48.93	\$ 448.74	\$ (48.74)	01.4130.002	\$ 200.00
01	4135	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 7.95	\$ (7.95)	01.4135.002	\$ 8.00
01	4135	680	TELEPHONE	\$ 350.00	\$ 39.86	\$ 435.18	\$ (85.18)	01.4135.002	\$ 235.00
01	4140	110	LIFE INS	\$ 70.00	\$ 8.40	\$ 74.40	\$ (4.40)	01.4140.100	\$ 55.00
01	4145	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 317.76	\$ (317.76)	01.4145.004	\$ 318.00
01	4165	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 753.76	\$ (753.76)	01.4165.120	\$ 754.00
01	4165	811	REPAIR & MAINT - COURTHOUSE	\$ 13,075.00	\$ 391.97	\$ 13,086.50	\$ (11.50)	01.4165.120	\$ 5,000.00
01	4165	831	REPAIR & MAINT - ADMIN BUILDING	\$ 14,800.00	\$ 1,485.86	\$ 17,719.80	\$ (2,919.80)	01.4165.120	\$ 5,000.00
01	6100	110	LIFE INS	\$ 245.00	\$ 28.33	\$ 253.44	\$ (8.44)	01.6100.003	\$ 110.00
01	7100	277	BREEDING, TESTING & REG	\$ 11,000.00	\$ 2,715.61	\$ 12,366.73	\$ (1,366.73)	01.7100.120	\$ 3,000.00
01	7100	930	INSURANCE BLDG & EQUIPMENT	\$ 6,038.00	\$ 16.00	\$ 6,049.16	\$ (11.16)	01.7100.120	\$ 12.00
02	5100	370	DUES, LICENSES & SUBSCRIP	\$ 5,000.00	\$ -	\$ 5,149.90	\$ (149.90)	02.5100.003	\$ 150.00
02	5142	110	LIFE INS	\$ 32.00	\$ 3.60	\$ 34.20	\$ (2.20)	02.5142.100	\$ 15.00

TOTAL TRANSFERS - MARCH 31, 2021

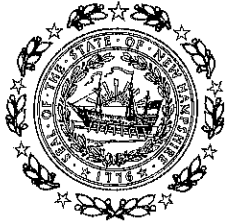
\$21,790.00

ACCOUNTS THAT ARE STILL OVER-EXPENDED

01	4110	575	COVID-19 EXPENSES	\$ -	\$ -	\$ 7,058.90	\$ (7,058.90)		
01	6100	575	COVID-19 EXPENSES	\$ -	\$ 876.14	\$ 18,113.54	\$ (18,113.54)		
02	5100	575	COVID-19 EXPENSES	\$ -	\$ 221.98	\$ 5,303.61	\$ (5,303.61)		
02	5100	580	COVID TESTING	\$ -	\$ 94,911.00	\$ 269,226.00	\$ (269,226.00)	*	
02	5120	015	LTCS STIPEND PAYMENT	\$ -	\$ 300.00	\$ 30,300.00	\$ (30,300.00)		
02	5120	100	LTCS STIPEND PAYMENT - SS/MED	\$ -	\$ -	\$ 43,998.44	\$ (43,998.44)		
02	5140	575	COVID-19 Expense	\$ -	\$ 228.50	\$ 7,741.20	\$ (7,741.20)		
02	5142	575	COVID-19 EXPENSE	\$ -	\$ -	\$ 113.07	\$ (113.07)		
02	5145	575	COVID-19 EXPENSE	\$ -	\$ -	\$ 1,747.56	\$ (1,747.56)		
02	5150	575	COVID EXPENSE	\$ -	\$ -	\$ 1,865.36	\$ (1,865.36)		
02	5170	575	COVID-19 EXPENSE	\$ -	\$ -	\$ 33.90	\$ (33.90)		

\$ (385,501.58)

* Billed State of NH - \$386,800 to-date



Grafton County Sheriff's Department

3785 Dartmouth College Highway • Box 6
North Haverhill, NH 03774-4936
www.graftoncountysheriff.net



Jeffrey F. Stiegler
Sheriff

"In Service to Our County and State"

DISPATCH EMERGENCIES
603-787-6911

ADMINISTRATIVE AND CIVIL
TEL 603-787-2111
FAX 603-787-2005

March 2021

- Prisoner Transports: **33**
- CSO movements from the jail to Court: **1**
- Involuntary Emergency Admissions (IEA): **7**
- Arrest: **25**
 - Arrest on a warrant, superior or civil, instate wanted, and on sight arrest (people who we send to court)
- Civil: **120Total**
 - 66.** Abode
 - 44.** In Hand
 - 8.** Non est
 - 1.** Registry Of Deeds
 - 1.** Canceled
 - 0.** Attempts
- Motor Vehicle Stops.....**14**
- Total # of Active Warrants.....

Criminal	345
Civil	16
Total =	361
- Total Miles Driven: **21,380**

**Grafton County Sheriff's Department
Investigative Services Division Activity**



March 2021

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Unit had the following activity for the month of March 2021.

3 Acts Prohibited / Delivery of Articles Prohibited HOC.

2 Aggravated Felonious Sexual Assault (AFSA) Investigations Initiated

2 Bail Jumping Investigations (Failure to Report to Serve Sentence)

1 Theft / Elderly Exploitation Case Initiated

1 Untimely Death (JV) Investigation Continued

2 Grand Jury Indictments
Witness Tampering
Bail Jumping

4 ICAC Cyber Tips Received

1 Child Exploitation Search Warrants – ICAC Operations

1 PD Assist Manufacture/Possession of CSAI

1 ICAC Knock and Talk identifying JV

1 CAC Attended

15 Technical Assists

Polygraphs:

Pre-employment - 1 initiated and terminated prior to test

1 Investigator National Secret Service Award Top 50

1 Investigator – FBI Leeda – Supervisor Leadership Institute / Completed FBI Leeda Trilogy

1 Investigator Property Evidence Management Training (2 Days)

Continued Audit and Inventory of Department Evidence Room

GRAFTON COUNTY SHERIFF'S DEPARTMENT
COMPUTER FORENSIC UNIT



Technical Support to other Agencies		15
Forensic Exams	Number of Hard Drives	4
	Number of Cell Phones	12
	Number of CDs/DVDs	0
	Number of Other (Thumb drives, SD cards)	5
	Number of Gigabytes Examined	5564
Previews	Number of Items Previewed	0
GrayKey Unlocks	Number of iPhone Unlocks Completed with GrayKey	2
ISP/JTAG	Number of Devices Examined Using JTAG or ISP Methods	0

Monthly Report – March 2021

Forensic Examination Cases

Examination Requests brought to the Computer Forensic Unit in the month of March included the following agencies:

NHSP, Troop F - 1 Request, ICAC assist (Possession of Child Pornography)

NH Fire Marshall – 1 Request (Attempted Homicide by Arson)

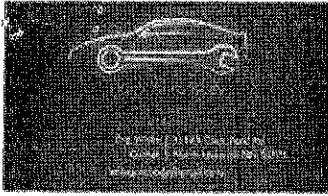
Haverhill Police Department – 1 Request (Possession of Drugs/ Intent to Distribute)

Gorham Police Department – 1 Request (Overdose of Drugs)

Littleton Police Department – 2 Requests (Felony Theft) (Invasion of Privacy, Fraud)

Bethlehem Police Department – 1 Request, ICAC assist (Manufacturing of Child Pornography)

Conway Police Department - 1 Request, ICAC assist (Possession of Child Pornography)



ERIK'S AUTO BODY

82 Business Park Drive, NORTH HAVERHILL, NH
03774
Phone: (603) 243-0210
FAX: (603) 243-0211

Workfile ID: 465ac08f
PartsShare: 6bNhQW
Federal ID: 81-3666099

Preliminary Estimate

Customer: Department, Grafton County Sheriffs

Written By: Erik White

Insured: Department, Grafton County Sheriffs Policy #: Claim #:
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact:

Owner: Department, Grafton County Sheriffs (603) 667-6071 Cell
Inspection Location: ERIK'S AUTO BODY
82 Business Park Drive
NORTH HAVERHILL, NH 03774
Repair Facility
(603) 243-0210 Business
Insurance Company:

VEHICLE

2020 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.3L Flex Fuel

VIN: 1FM5K8AB6LGB67128 Interior Color: Mileage In: Vehicle Out:
License: Exterior Color: Mileage Out:
State: NH Production Date: Condition: Job #:

TRANSMISSION

4 Wheel Drive

POWER

Power Steering

Power Brakes

Power Windows

Power Locks

Power Mirrors

Power Driver Seat

DECOR

Dual Mirrors

Privacy Glass

Overhead Console

CONVENIENCE

Air Conditioning

Intermittent Wipers

Tilt Wheel

Cruise Control

Rear Defogger

Message Center

Steering Wheel Touch Controls

Rear Window Wiper

Telescopic Wheel

Climate Control

Backup Camera

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag

Passenger Air Bag

Anti-Lock Brakes (4)

4 Wheel Disc Brakes

Traction Control

Stability Control

Front Side Impact Air Bags

Head/Curtain Air Bags

Hands Free Device

Xenon or L.E.D. Headlamps

SEATS

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Rear Spoiler

California Emissions

TRUCK

Trailer Hitch

Preliminary Estimate

Customer: Department, Grafton County Sheriffs

2020 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.3L Flex Fuel

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2	*	Rpr Bumper cover w/o park snsr buff only				1.0	0.0
3		FRONT LAMPS					
4	#	corrosion protection		1	10.00		
5	*	Rpr RT Headlamp assy buff only				0.5	
6		HOOD					
7	*	Rpr Hood (ALU)				4.0	3.0
8		Add for Clear Coat					1.2
9		FENDER					
10	*	Rpr RT Fender				1.5	2.0
11		Overiap Major Adj. Panel					-0.4
12		Add for Clear Coat					0.3
13		R&I RT Wheel flare w/o auto park				0.3	
14	#	car cover plastic		1	8.00		
15	#	hazardous waste		1	8.00		
16	#	Repl sheriff decal fender		1	25.00		
SUBTOTALS					51.00	7.3	6.1

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			51.00
Body Labor	7.3 hrs @	\$ 50.00 /hr	365.00
Paint Labor	6.1 hrs @	\$ 50.00 /hr	305.00
Paint Supplies	6.1 hrs @	\$ 30.00 /hr	183.00
Subtotal			904.00
Grand Total			904.00
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			904.00

MyPriceLink Estimate ID / Quote ID:

805786346189758464 /

THANK YOU FOR LETTING US SERVE YOU

ANY PERSON WHO, WITH A PURPOSE TO INJURE, DEFRAUD OR DECEIVE ANY INSURANCE COMPANY, FILES A STATEMENT OF CLAIM CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS SUBJECT TO PROSECUTION AND PUNISHMENT FOR INSURANCE FRAUD, AS PROVIDED IN RSA 638:20.

Preliminary Estimate

Customer: Department, Grafton County Sheriffs

2020 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.3L Flex Fuel

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2MF20, CCC Data Date 03/17/2021, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2021 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Information Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Primex[®]

NH Public Risk Management Exchange

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624
www.nhprimex.org

April 5, 2021

The Hall Farm
Attn: David Morse
1977 Mount Moosilauke Highway
Pike, NH 03780

RE: Our Member: Grafton County
Date of Incident: 03/25/2021
Our File No.: AU20213003459
Amount of damages: \$904.00

Dear Mr. Morse,

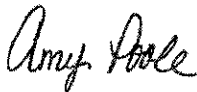
Grafton County is a member of the New Hampshire Public Risk Management Exchange (Primex3) property and liability program. Primex is a public entity risk pool.

On March 25, 2021 a resident of your program caused damages to our insured's vehicle. It is my understanding you have been in communication with the Sheriff Jeff Stiegler.

I have enclosed an estimate for repairs from Erik's Auto Body. Whereas the loss total is below the member's \$1,000 deductible, I am writing on behalf of Grafton County to request reimbursement for the repairs.

Following your review, please forward payment in the amount of \$940 directly to Grafton County, Attn: Andrew Dorsett, County Administrator, 3855 Dartmouth College Highway, Box #1, North Haverhill, NH 03774.

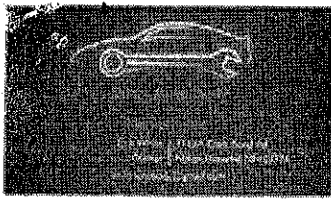
Sincerely,



Amy Poole
Claims Representative

Enclosures

cc: Grafton County



ERIK'S AUTO BODY

82 Business Park Drive, NORTH HAVERHILL, NH
03774
Phone: (603) 243-0210
FAX: (603) 243-0211

Workfile ID: 465ac08f
PartsShare: 6bNhQW

Final Bill

RO Number: 2418

Customer:	Insurance:	Adjuster:	Estimator:	Erik White
Department, Grafton County		Phone:	Create Date:	3/25/2021
		Claim:		
		Loss Date:		
(603) 667-6071		Deductible:		

2020 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.3L Flex Fuel

VIN: 1FM5K8AB6LGB67128	Interior Color:	Mileage In:	Vehicle Out: 4/13/2021
License:	Exterior Color:	Mileage Out:	
State: NH	Production Date:	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		FRONT BUMPER						
2	E01	Repair	Bumper cover w/o park snsr buff only				1.0T	Body	
3	E01		FRONT LAMPS						
4	E01		corrosion protection	1	10.00	Other			
5	E01	Repair	RT Headlamp assy buff only				0.5T	Body	
6	E01		HOOD						
7	E01	Repair	Hood (ALU)				4.0T	Body	3.0T
8	E01		Add for Clear Coat						1.2T
9	E01		FENDER						
10	E01	Repair	RT Fender				1.5T	Body	2.0T
11	E01		Overlap Major Adj. Panel						(0.4)T
12	E01		Add for Clear Coat						0.3T
13	E01	Remove/Install	RT Wheel flare w/o auto park				0.3T	Body	
14	E01		car cover plastic	1	8.00	Other			
15	E01		hazardous waste	1	8.00	Other			

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					26.00
Labor, Body			50.00	7.3	365.00
Labor, Refinish			50.00	6.1	305.00
Material, Paint					183.00
Subtotal					879.00
Sales Tax					0.00

Came in lower

Final Bill

RO Number: 2418

2020 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.3L Flex Fuel

Grand Total	879.00
Net Total	879.00

Estimate Version	Total \$
Original	879.00

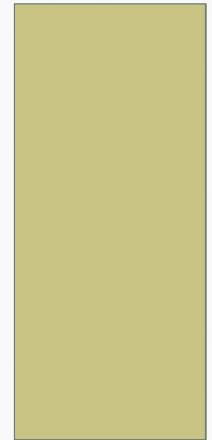
Insurance Total \$:	879.00
Received from Insurance \$:	0.00
<hr/> Balance due from Insurance \$:	879.00

Customer Total \$:	0.00
Received from Customer \$:	0.00
<hr/> Balance due from Customer \$:	0.00

GRAFTON COUNTY, NH

ECONOMIC PROFILE

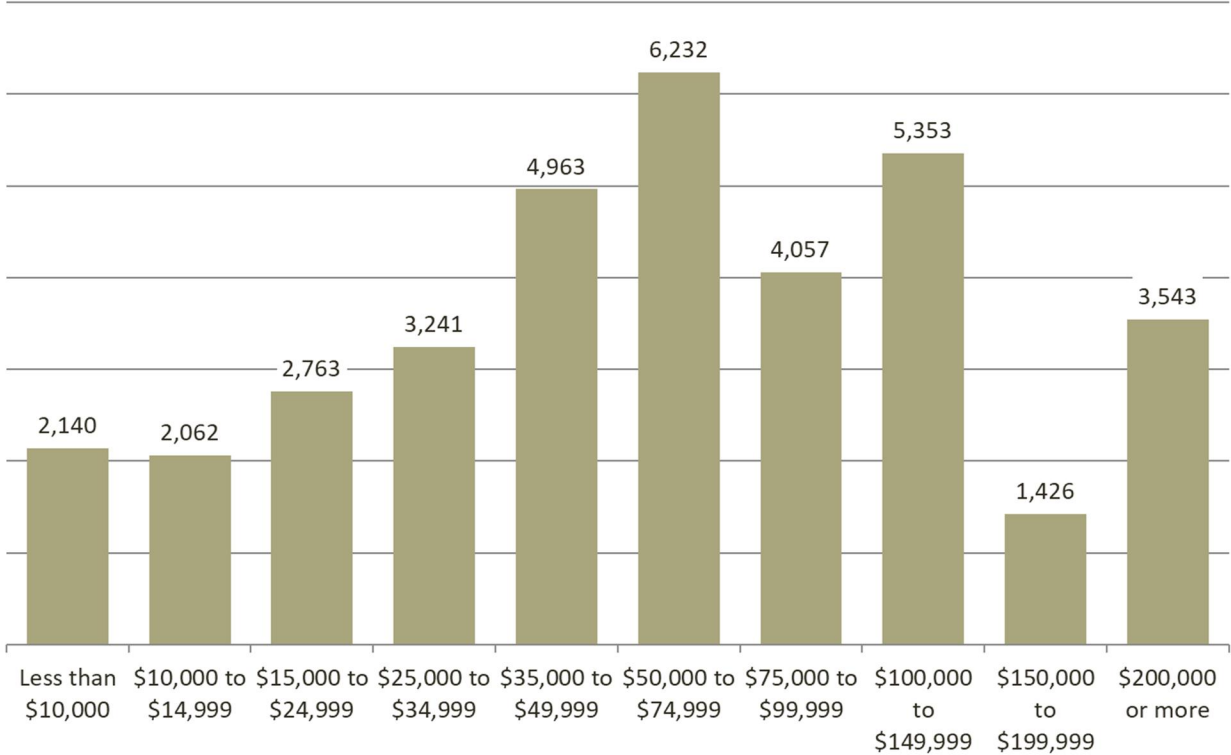
PREPARED BY: ECONOMIC AND LABOR MARKET INFORMATION BUREAU,
NEW HAMPSHIRE EMPLOYMENT SECURITY



HOUSEHOLD INCOME

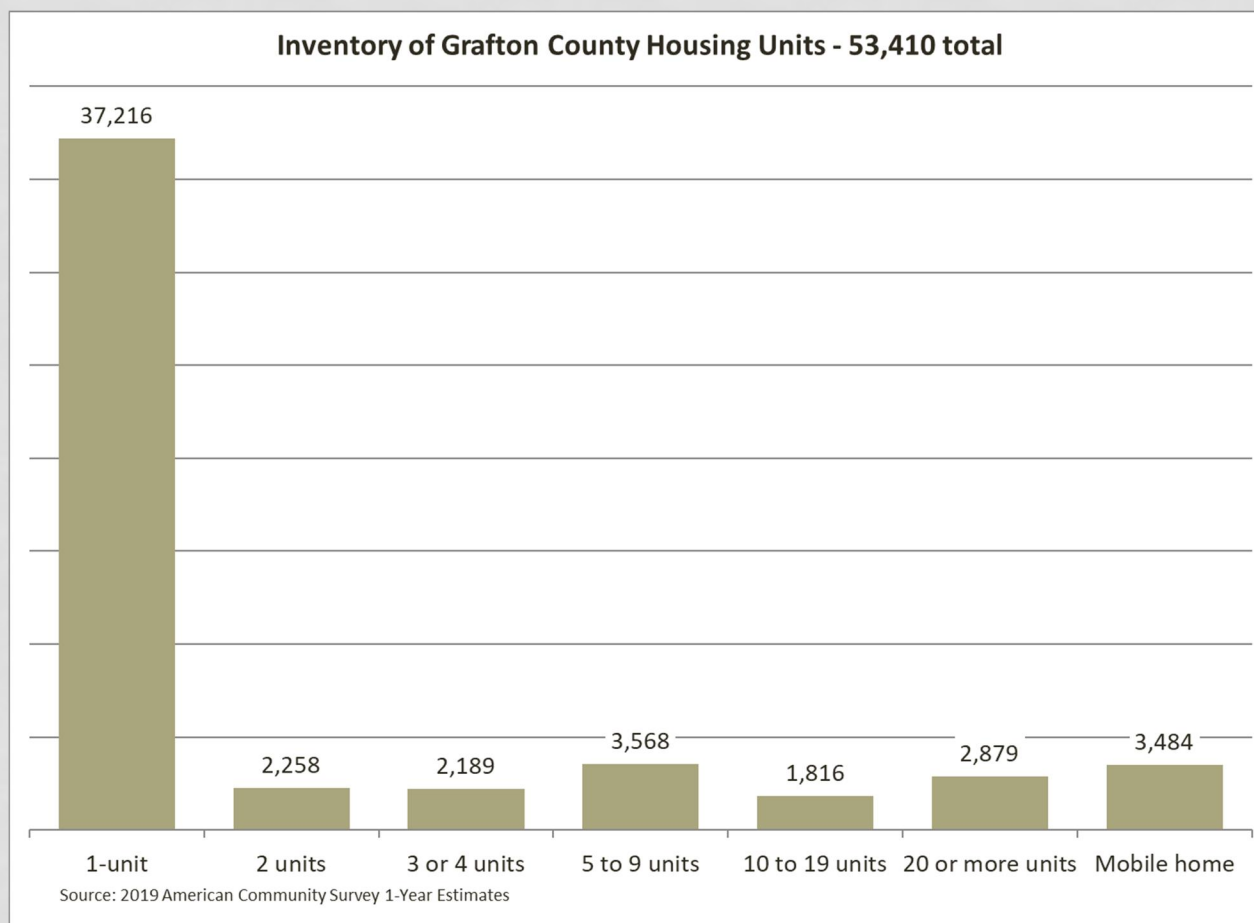
Count of Households by Income Bracket in Grafton County

35,780 Total Households

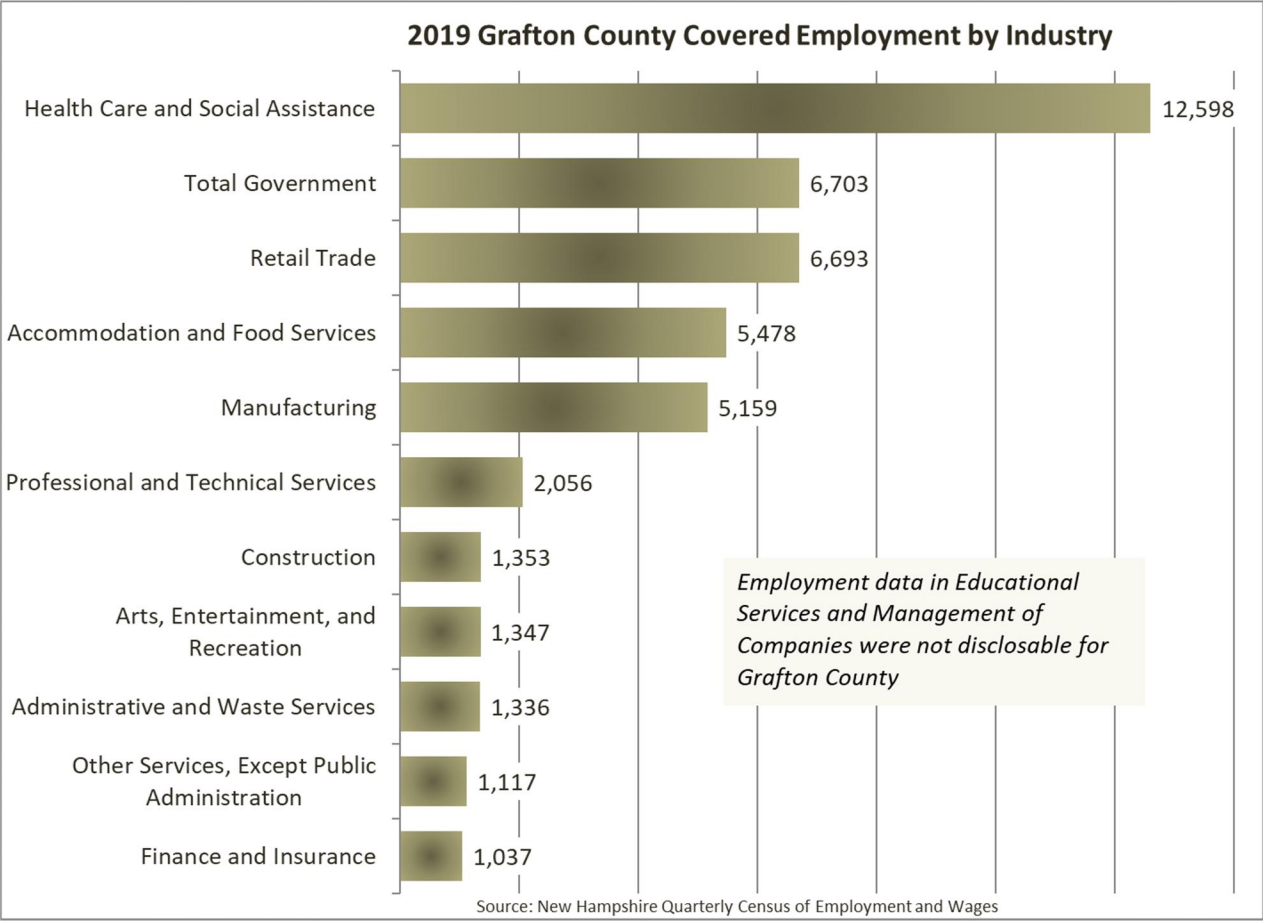


Source: 2019 American Community Survey 1-Year Estimates

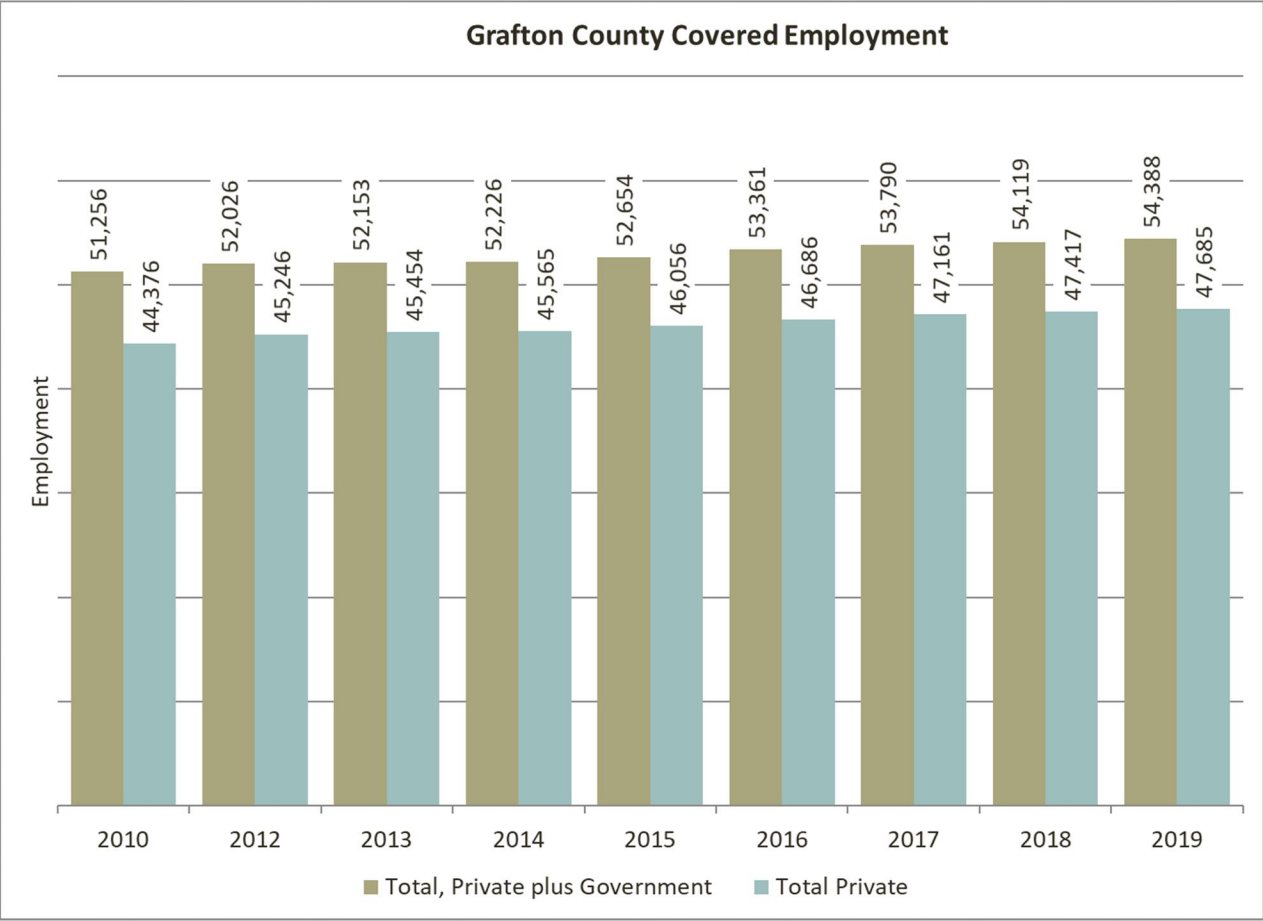
HOUSING STOCK



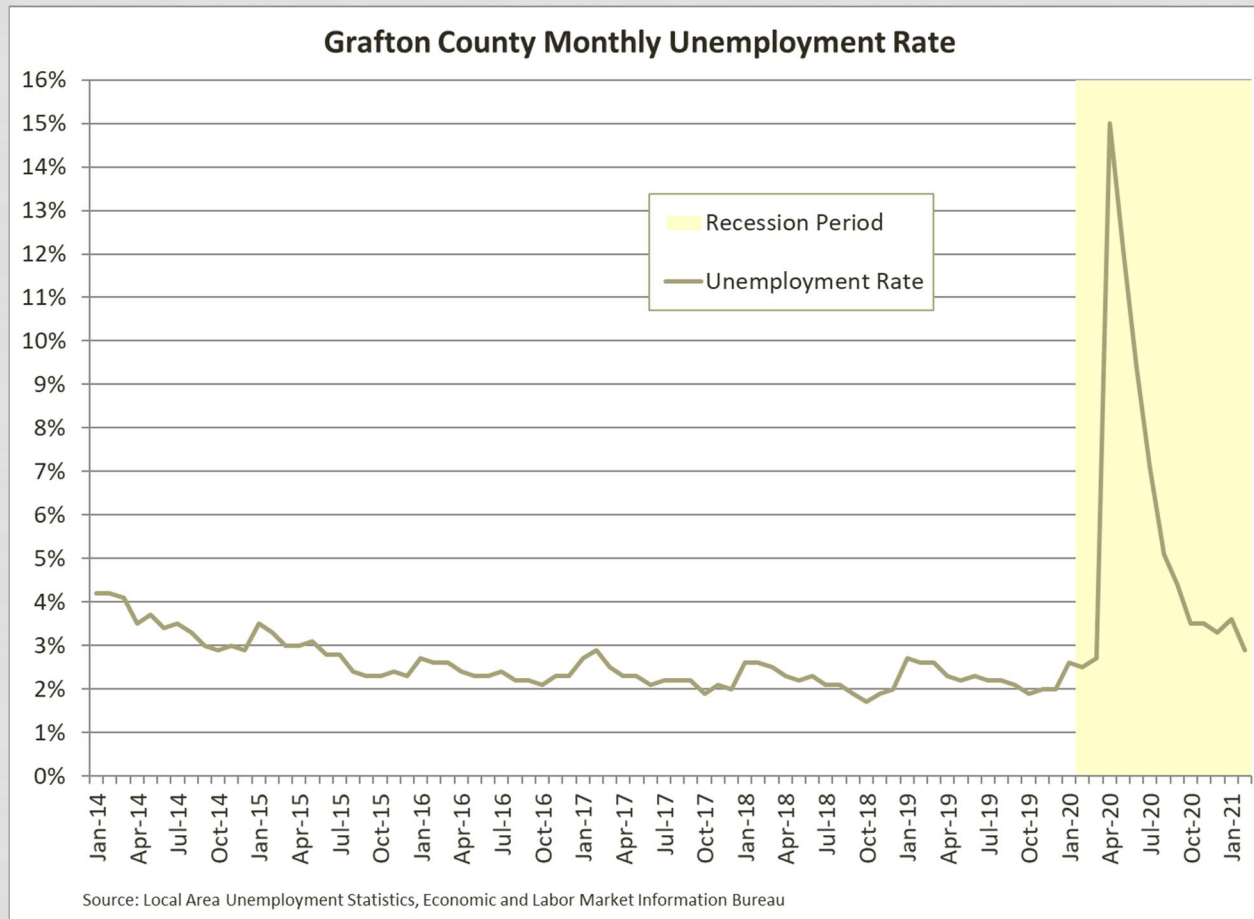
EMPLOYMENT BY INDUSTRY



HISTORICAL EMPLOYMENT



HISTORICAL UNEMPLOYMENT RATE

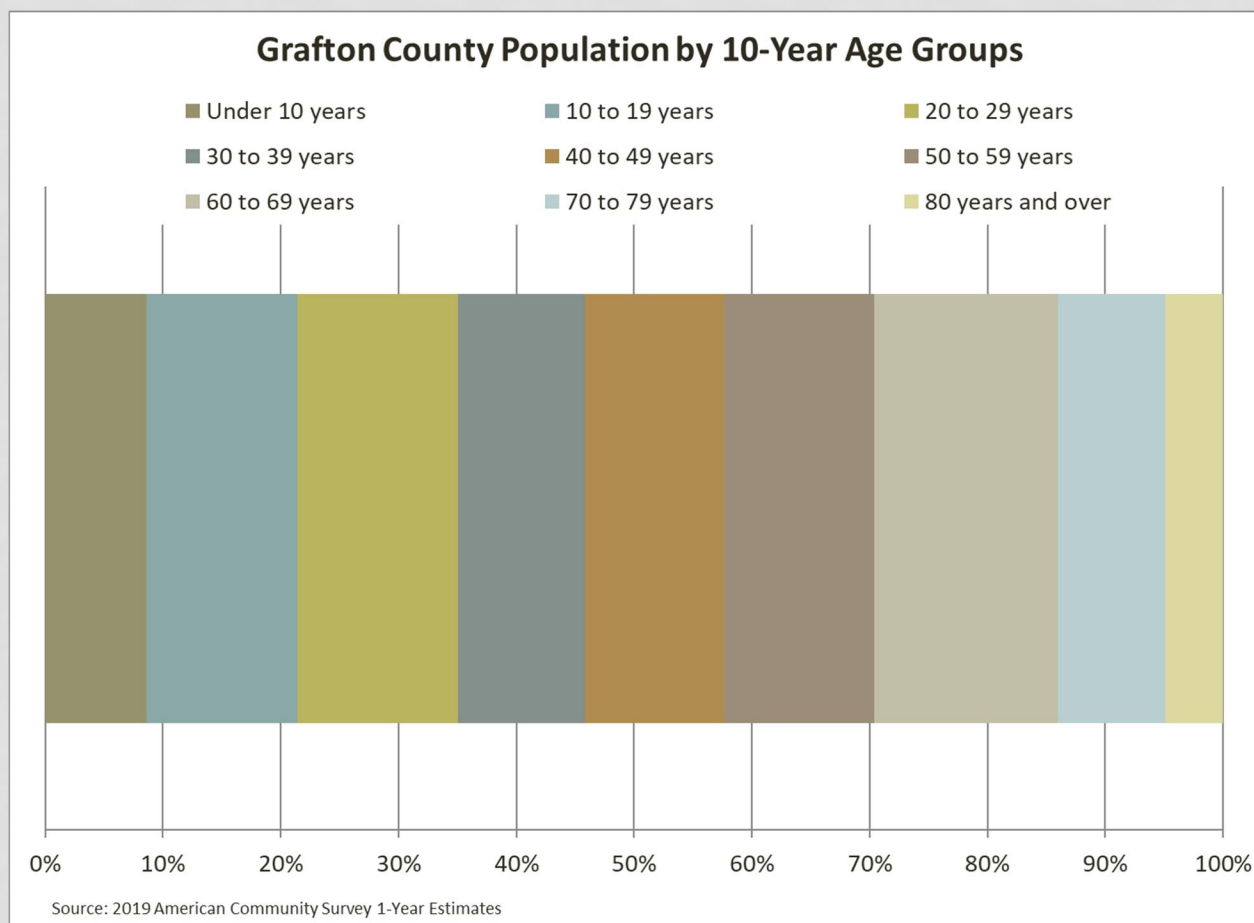


LOCAL AREA UNEMPLOYMENT STATISTICS

	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-21	Jan-21	Feb-21
Grafton County												
Labor Force	48,517	44,650	47,278	48,097	48,866	48,885	47,873	48,215	48,451	48,256	47,737	48,586
Employment	47,211	37,964	41,553	43,597	45,396	46,382	45,755	46,546	46,776	46,669	46,018	47,167
Unemployment	1,306	6,686	5,725	4,500	3,470	2,503	2,118	1,669	1,675	1,587	1,719	1,419
	2.7%	15.0%	12.1%	9.4%	7.1%	5.1%	4.4%	3.5%	3.5%	3.3%	3.6%	2.9%

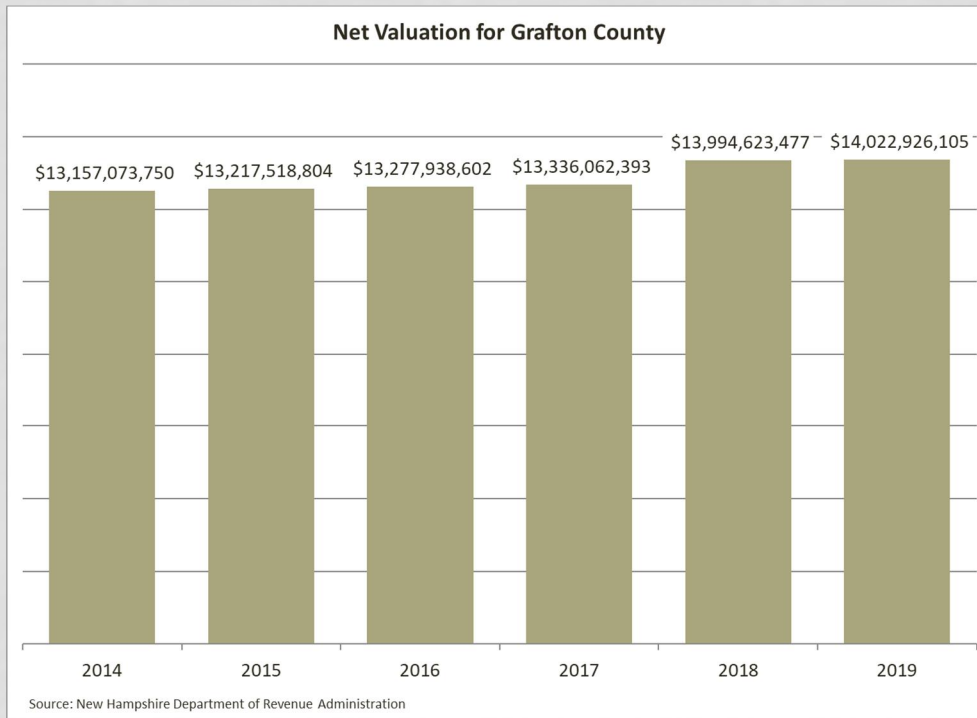
Source: New Hampshire Local Area Unemployment Statistics

POPULATION BY AGE GROUP



PROPERTY VALUATION

Net Valuation for Grafton County



Town	Total Tax Rate/\$1000	Equalization Ratio	Full Value Rate/\$1000
Alexandria	\$24.04	82.9	\$19.64
Ashland	\$27.95	96.0	\$26.53
Bath	\$21.40	95.0	\$18.72
Benton	\$17.67	94.0	\$16.10
Bethlehem	\$26.73	88.2	\$23.29
Bridgewater	\$9.76	82.4	\$8.00
Bristol	\$22.80	82.5	\$18.65
Campton	\$23.21	98.6	\$22.63
Canaan	\$32.93	84.5	\$27.48
Dorchester	\$20.88	101.4	\$21.06
Easton	\$12.99	84.3	\$10.86
Ellsworth	\$20.64	80.5	\$16.22
Enfield	\$25.05	95.1	\$23.11
Franconia	\$18.98	87.0	\$16.41
Grafton	\$31.77	85.0	\$26.93
Groton	\$16.83	96.9	\$10.14
Hanover	\$18.45	90.6	\$16.68
Haverhill	\$30.30	90.1	\$27.08
Hebron	\$9.69	84.3	\$7.98
Holderness	\$13.17	88.1	\$11.56
Landaff	\$22.47	90.2	\$20.19
Lebanon	\$30.37	79.0	\$23.07
Lincoln	\$14.58	82.0	\$11.86
Lisbon	\$30.67	98.1	\$29.92
Littleton	\$23.10	91.4	\$15.89
Lyman	\$24.13	78.4	\$18.86
Lyme	\$27.19	94.2	\$25.18
Monroe	\$11.34	93.4	\$9.07
Orange	\$26.60	96.7	\$25.45
Orford	\$29.98	86.0	\$25.71
Piermont	\$26.50	96.1	\$25.34
Plymouth	\$28.19	88.9	\$24.84
Rumney	\$22.94	95.4	\$21.69
Sugar Hill	\$20.07	95.9	\$19.20
Thornton	\$18.68	102.0	\$18.96
Warren	\$23.77	92.4	\$21.41
Waterville Valley	\$14.14	99.9	\$14.06
Wentworth	\$23.22	86.0	\$19.79
Woodstock	\$21.69	76.7	\$16.45

2019 Local Assessed Valuation by Property Type, County Totals

Residential Land and Buildings	76.8%
Commercial Land and Buildings	17.1%
Public Utilities, Current Use, and Other	6.1%



may take several business days to complete. Therefore, Treasury recommends that eligible entities begin those registration processes if they have not already completed them.

As soon as possible, these governments should take the steps below.

1. **Ensure the entity has a valid DUNS number.** A DUNS number is a unique nine-character number used to identify an organization and is issued by Dun & Bradstreet. The federal government uses the DUNS number to track how federal money is allocated. A DUNS number is required prior to registering with the SAM database, which is outlined below. Registering for a DUNS number is free of charge.

If an entity does not have a valid DUNS number, please visit <https://fedgov.dnb.com/webform/> or call 1-866-705-5711 to begin the registration process.

2. **Ensure the entity has an active SAM registration.** SAM is the official government-wide database to register with in order to do business with the U.S. government. All Federal financial assistance recipients must register on SAM.gov and renew their SAM registration annually to maintain an active status to be eligible to receive Federal financial assistance. There is no charge to register or maintain your entity SAM registration.

If an entity does not have an active SAM registration, please visit, [SAM.gov](https://sam.gov) to begin the entity registration or renewal process. Please note that SAM registration can take up to three weeks; delay in registering in SAM could impact timely payment of funds.

[Click here for a quick overview for SAM registration](#) 

3. **Gather the entity's payment information,** including:

- o Entity Identification Number (EIN), name, and contact information
- o Name and title of an authorized representative of the entity
- o Financial institution information (e.g., routing and account number, financial institution name and contact information)

Eligible Non-entitlement Units of Local Government will receive a distribution of funds from their respective state government. “Non-entitlement units of local government” are defined in 42 U.S.C. 5302(a)(5)

that are not metropolitan cities. For these Non-entitlement units of local government, Treasury will allocate and pay funds to state governments, and the state will distribute funds to non-entitlement units of local government