

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Hwy  
North Haverhill, NH 03774  
September 17, 2019

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

OTHERS PRESENT: IT Manager Ruggles, Nursing Home Administrator Labore

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

ITM Ruggles arrived to review bids for the purchase of nine (9) Dell PCs for the Sheriff's Department. He received the three (3) following bids:

Dell - \$6,132.09  
Connection - \$8,216.10  
PCM-G \$8,161.92

ITM Ruggles recommended that the Commissioners select Dell's low bid of \$6,132.09.

**MOTION:** Commissioner Piper moved to accept Dell's low bid of \$6,132.09 for the purchase of nine PCs for the Sheriff's Department. Commissioner Morris seconded the motion and all were in favor.

ITM Ruggles stated that they are looking to upgrade their Windows Servers with a three (3) year lease. He received the three (3) following bids:

Softchoice - \$45,950.40  
Dell - \$46,807.68  
PCM - G \$47,078.24

ITM Ruggles stated that he is recommending Softchoice and their quote of \$45,950.40. He stated that this cost is split up over the course of the three (3) year lease at \$1,418.00 per month and is within the amount budgeted in FY20 for this purchase.

**MOTION:** Commissioner Morris moved to accept Softchoice's low bid of \$45,950.40. Commissioner Piper seconded the motion and all were in favor.

Commissioner Lauer asked if everyone had a chance to read the minutes from the September 10<sup>th</sup>. Commissioner Piper had an edit.

**MOTION:** Commissioner Lauer moved to approve the minutes from the September 10<sup>th</sup> meeting as amended. Commissioner Piper seconded the motion and all were in favor. Commissioner Morris abstained.

The Commissioners signed check register 1038.

CA Libby stated that she received an email from Kate Horgan stating that Rep. Ford has put in a bill regarding the staggering of Grafton County Commissioner terms. The Commissioners requested that CA Libby find out what the language was that Rep. Ford requested as they were not aware this bill was going to be put in right now.

NHA Labore arrived to discuss one of the capital purchases for the pressure relieving air mattresses that he had requested a bid waiver for a few weeks prior. He explained that in his original bid waiver request it was listed as purchasing fourteen (14) mattresses. He stated that the total is twenty-eight (28) mattresses. He stated that the dollar amount has not changed, only the number of mattresses being purchased. He noted that he is looking to request the bid waiver again with the correct number of resident mattresses and also to include two (2) bariatric alternating pressure relieving mattresses that have been budgeted for as well at \$1,510.00. He explained that by combining these two (2) orders they will save an estimated \$240.02 in freight charges. The total amount for this purchase is \$17,781.78

**MOTION:** Commissioner Piper moved to approve the bid waiver request as presented by NHA Labore. Commissioner Morris seconded the motion and all were in favor.

NHA Labore requested a nonpublic session to discuss a personnel matter.

**MOTION:** \* 9:20 AM Commissioner Piper 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 Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\* 9:29 PM Commissioner Lauer declared the meeting back in public session.

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



**MOTION:** Commissioner Morris moved to approve the recommendation of NHA Labore. Commissioner Piper seconded the motion and all were in favor.

CA Libby stated that the Lebanon City Council Public Meeting RE: TIF District will be held on Wednesday September 18<sup>th</sup> at 7pm.

CA Libby presented a Close-out Agreement and for the 2018 CDBG Microenterprise Grant for Commissioner Lauer to sign.

CA Libby presented three (3) Close-out Certification & Documentation paperwork for the 2018 CDBG Microenterprise Grant for NCIC, WREN & GEDC for all three (3) Commissioners to sign.

IDN Funding Discussion – CA Libby stated that there is an IDN Committee meeting this Friday. Both Cheshire and Sullivan County have gone to their Delegations and received permission for their supplemental payment. She asked the Commissioners if they are at the point to make that request. Commissioner Piper thinks that they will come closer to an understanding of the funding request at the meeting on Friday. She asked if they can wait to make this decision until after the Friday meeting. Commissioner Lauer stated that she thinks they can put this on the Executive Committee agenda for Monday, then request a Delegation meeting and request a not to exceed amount based on the \$53.55 per Medicaid life model. Commissioner Lauer stated that she thinks it would be safe to have a Delegation meeting at the end of October after the NHAC Conference, they should have more answers by then.

#### August Financial Reports

CA Libby stated that the Nursing Home is ahead in revenue. Deeds, Sheriff and Dispatch are slightly ahead as well and the rest of the departments are behind but that is not unusual at this point in the fiscal year.

CA Libby stated that on the expense side everything looks great. IT is over expended due to all major software support contracts being paid in July.

Prorated Report – CA Libby stated that they are on target for revenue and below expenditures. She stated that the unassigned balance at the end of FY19 was \$4,426,071.

CA Libby stated that there are a few accounts that are over expended, nothing concerning at this point.

Pumpkin Day – CA Libby stated that Woodsville Elementary School cannot do October 8<sup>th</sup>. She asked the Commissioners if it has to be on a Tuesday. Commissioner Lauer asked if the Commissioners can move their meeting to another day the week of the 7<sup>th</sup>. The Commissioners agreed to move their meeting that week. CA Libby stated that she will ask the Elementary School if there is another day that week they are able to do.

CA Libby requested a nonpublic session.

**MOTION:** \* 9:54 AM Commissioner Piper 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 Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\* 10:19 PM Commissioner Lauer declared the meeting back in public session.

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

CA Libby requested a nonpublic session.

**MOTION:** \* 10:19 AM Commissioner Piper moved to enter into non-public session for the purposes of Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present according to RSA 91-A: 3, II (I) Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\* 10:30 AM Commissioner Lauer declared the meeting back in public session.

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

CA Libby stated that she emailed Rep. Ford regarding the legislation she put in about staggering Commissioner terms. She received a response that stated what they have already talked about in the past, not what the bill will say. Commissioner Lauer stated that they can work with the DuPont Group and Legislators if the language is alarming.

#### Commissioner Issues:



Commissioner Morris attended the Executive Committee meeting and will go again on Friday. She stated that they did have an opioid discussion and what she got from the meeting was that Atty. Bonsignore was going against having New Hampshire accept the current settlement. He is not satisfied with it and if they settle with this they will not be able to file a lawsuit again in the future. Commissioner Morris stated that they will continue their discussions at the meeting on Friday.

Commissioner Piper stated that she received an email from the Executive Director of Valley Court Diversion that stated that she and Deb Naro from CADY would like the opportunity to come in and talk with the Commissioners about what the work they do in their organizations. Commissioner Piper stated that she is happy to hear from any agency regarding the work that they do for Grafton County. She stated that she will respond and have them coordinate a date to come to a meeting with CA Libby.

Commissioner Piper attended the Executive Committee meeting. She stated that all ten (10) counties have paid the dues. There was a conversation about the process of negotiation between the legislature and governor regarding the budget and there is hope of a deal by the 19<sup>th</sup> of this month for a budget.

Commissioner Lauer requested to go into nonpublic session.

**MOTION:** \* 10:49 AM Commissioner Piper moved to enter into non-public session for the purposes of matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant according to RSA 91-A: 3, II (c) Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\* 10:50 AM Commissioner Lauer declared the meeting back in public session.

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

**MOTION:** \* 10:50 AM Commissioner Piper 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 Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\* 12:03 PM Commissioner Lauer declared the meeting back in public session.

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

12:03 PM with no further business the meeting adjourned.

Respectfully Submitted,



---

Marcia Morris,  
Clerk