

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

January 10, 2017

PRESENT: Commissioners Lauer, Piper & Ahern, CA Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: FM Kimball, RD Monahan, NHA Labore, HR Director Clough, ASD Gilding, CA Saffo, Case Manager Stone, Sheriff Dutile and Treasurer Liot Hill.

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

FM Kimball arrived and gave the following report:

- 1) Currently milking 77 cows. We are shipping 6,400lbs daily, averaging 83 lbs. per cow.
- 2) Price of milk has come up to \$18.09 per hundred weight.
- 3) Working on painting the ceiling inside of the barn and cleaning the barn walls.
- 4) Fixing some of the equipment in the shop to be ready for spring work.

Commissioner Ahern congratulated FM Kimball and the farm on the wonderful article written by Cabot and would like the article to be spread around in the Plymouth area.

Commissioner Ahern noted that he would like the Board to consider doing an Open Barn Day every year, not every four (4). He stated that public relations are very important and he wants to promote agriculture. He said that he spoke with Commissioner Merrill yesterday at a meeting about whether she and the Department of Agriculture would work with the county to host an Open Barn Day. He noted that June is the best month to do it as it is Dairy Month.

Commissioner Lauer asked how much it costs to put on an Open Barn Day. CA Libby stated that for the last one in 2014 they budgeted \$5,000. FM Kimball stated that if they did a yearly thing it would be too much because other local farmers do it as well. Commissioner Piper asked for details about what an Open Barn Day is. FM Kimball explained that the public is invited to come tour the barns. They have hay rides, different vendors at the farm and provide lunch. The last Open Barn Day in 2014 was a success as they had roughly 500 people attend.

Commissioner Piper stated that it sounds lovely but it is roughly \$5,000 and is not in the budget this year. Commissioner Ahern stated that it does not have to cost \$5,000. There are ways around that. It is a good investment for the farm and local agriculture. The Farm Advisory Committee could help as well. He also noted that he feels it was very unwise to do away with the Farm Advisory Committee as it is a lot of free advice. FM Kimball stated that he does not feel as though they need the committee as he can only do so much here at the farm. FM Kimball noted that there also needs to be coordination with Supt. Oakes regarding Open Barn Day to make sure there are no projects scheduled for that time of the year.

Commissioner Ahern moved to hold an Open Barn Day in June of 2017. One (1) Commissioner, Ahern was in favor. Two (2) Commissioners, Lauer and Piper were in opposition. With the vote being one (1) in favor and two (2) in opposition the motion fails.

Treasurer Hill was present at the meeting and stated that she has heard from local farmers that it is a struggle to keep a farm going. It is interesting to consider how the county can be a resource and promote farming.

Commissioner Piper asked Commissioner Ahern if there was another motion that could be made. Her concern is that the budget is done for this year and the money has not been budgeted for an Open Barn Day.

CA Libby stated that the Open Barn Day is a great event. She feels that in having one every year they may lose the interest of people but doing it every four (4) years may be too long of a gap. She feels we should host it in June of 2018 as planned and go from there.

Commissioner Lauer noted that she and Commissioner Ahern attended a meeting yesterday and saw Commissioner Merrill. Commissioner Merrill wanted to congratulate FM Kimball on the outstanding milk production.

HR Director Clough arrived and gave the following report: She noted that if the new Commissioners would like any additional information added to her monthly reports she is open to suggestions.

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 January 10, 2017

HR Activity Report (12/06/2016-01/09/2017)

• ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	6 (2 FT, 4 PT)	1 Housekeeper, 1 LPN 4 LNA
DOC	3 (3 PT)	2 CO's, 1 RN

• ***Separations***

<u>Departments</u>	<u>#</u>
Nursing Home	3 (1 FT, 2 PT/Per Diem)
Alternative Sentencing	1 (FT)
DOC	2 (1 FT, 1 PT)
Commissioners' Office	2 (2 PT)

Reasons:

- 1 Could not meet Per diem requirements
- 2 Resignation – dissatisfied
- 1 Probationary Termination

- 1 Resignation /another position
- 1 Discharge
- 2 Expiration of Term

- ***Leave of Absences as of January 9, 2017***

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	12	(9 are intermittent, 9 for self, 3 for family)
Nursing Home – Non-Nursing	6	(5 are intermittent, 4 for family, 2 for self)
Non-Nursing Home	<u>1</u>	(1 for self)
TOTAL:	19	

Scheduled to orient January 18th

- (1) Full-time LNA
- (1) Part-time Dietary Aide

Current Jobs posted/advertised

- Assistant Director of Nursing
- Staffing Coordinator
- Unit Secretary
- Dietary Aide's
- LNA's
- RN/LPN & Unit Manager

Commissioner Piper asked if the Nursing Home uses traveling nurses. CA Libby stated that they use a very large amount of traveling agencies. Commissioner Lauer noted that throughout the state every county nursing home has a shortage of nurses. HR Director Clough said that it is a struggle to keep LNAs, RNs and LPNs; they are in such high demand. Commissioner Lauer stated that she had spoken with PSU about the possibility of getting some of their students as interns in hopes that they may decide to work at the nursing home.

Commissioner Ahern stated that he spoke with a gentleman yesterday at the meeting who coordinates the intern program and was excited to send interns to Grafton County. He stated that the only concern he has is that how much time the employees will have to spend training them and if they will be of any help. Commissioner Lauer explained to Commissioner Ahern and Piper that they have a new program at the Nursing Home where new RN graduates can earn up to \$10,000 to offset education expenses depending on how long they are employed at Grafton County.

Treasurer Hill stated that that River Valley Community College in Lebanon has recently opened. They are creating a program called Allied Health and that they may be someone to contact.

RD Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
January 10, 2017**

December Revenue

County Revenue 12/2009	\$ 84,729.49	State Revenue 12/2009	\$ 674,292.48
County Revenue 12/2010	\$108,231.15	State Revenue 12/2010	\$ 907,050.24
County Revenue 12/2011	\$ 76,078.91	State Revenue 12/2011	\$ 450,428.16
County Revenue 12/2012	\$109,828.59	State Revenue 12/2012	\$1,248,499.20
County Revenue 12/2013	\$ 67,564.86	State Revenue 12/2013	\$ 568,637.76
County Revenue 12/2014	\$ 92,871.93	State Revenue 12/2014	\$ 992,435.12
County Revenue 12/2015	\$ 79,309.95	State Revenue 12/2015	\$ 644,942.40
County Revenue 12/2016	\$ 89,240.34	State Revenue 12/2016	\$ 918,356.16

Foreclosures

2009 183 year to date
2010 206 year to date
2011 211 year to date
2012 177 year to date
2013 147 year to date
2014 143 year to date
2015 102 year to date
2016 91 year to date

1. I request a motion to enter non-public session under RSA 91-A:3 11 c.
2. I have included the recent update to the sessions of the PRIA/Property Records Industry Association conference that I will be attending in February.
3. I will be attending the agency presentations at the County and Municipal Government Committee meeting this coming Friday 1/13/2016. Two of our new House Representatives are members of this committee, Tim Josephson/Canaan and Steve Rand/Plymouth.
4. I am request a copy of the Salary and Compensation Study document that was recently finalized.
5. I will be inviting the members of the Grafton Delegation to come in early for the 1/23 meeting. There will be coffee and donuts in the basement space to allow for tours of the storage of our historic documents. There will be references to this space in my FY 18 budget presentation and I feel that this would be a good opportunity to familiarize the delegation with the issues present.

Respectfully submitted
Kelley J. Monahan

RD Monahan then requested to go into nonpublic session:

* 9:46 AM – Commissioner Ahern moved to enter into non-public session for the purposes of matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to

pay or poverty of the applicant according to RSA 91-A:3, II (c) . Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Ahern “yes”; Commissioner Piper “yes”; Commissioner Lauer “yes” Commissioner Lauer stated that a majority of the board voted yes and would now go into non-public session.

* 10:02AM Commissioner declared the meeting back in public session.

Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session in the event they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion and all were in favor.

Commissioner Ahern stated that he and NHA Labore are graduates from St. Anselm College in Manchester.

NHA Labore arrived and gave the following report:

Grafton County Nursing Home
Commissioner’s Report

January 10, 2017

Census:

Medicare: 8
Medicaid: 89
Private: 30
Total: 127

Year-To-Date Numbers:

<u>2016 Totals</u>	<u>2017</u>
Admissions (YTD) 83	Admissions = 1
Discharges (YTD) 23	Discharges = 0
Deaths (YTD) 53	Deaths = 1

Other Topics:

Impacts on GCNH:

Commissioner Ahern asked what the capacity of the Nursing Home is and NHA Labore stated their capacity is 135 beds. Commissioner Ahern had a follow up and asked if all beds are open

for any resident that comes in. NHA Labore explained that thirty (30) beds are in their secured dementia unit and those beds are all full.

Medicaid Managed Care – NHA Labore explained that the state has moved forward with the implementation of phase one (1) and has been a big success. They have seen improvements in the areas that they had hoped. Now they are trying to figure out how to roll out phase two (2). There are many meetings that take place on a monthly basis both on the state and local levels. He went on to discuss more details regarding Medicaid Managed Care with the Commissioners and answered various questions.

Commissioner Ahern stated that some of the regulations are burdensome. He asked NHA Labore what ideas he would like to see put into legislation and what regulations does he feel they could do without. NHA Labore stated documentation is a big burden and it is over regulated. Commissioner Ahern asked NHA Labore to put together a list of challenges that they face at the nursing home with the various regulations.

Nurse/LNA Staffing Shortage – NHA Labore explained that this is a large issue throughout the state. One (1) of the nursing home's largest costs is contracted nursing. There are a lot of things being discussed at the state level regarding this issue as it is impacting all levels of health care.

Drug Court Discussion: Atty. Saffo, Sheriff Dutile, AS Director Gilding & Case Manager Stone

AS Director Gilding stated that the four (4) of them are there to educate the Commissioners on the direction they want to take Drug Court in in regards to Supervision. He stated that a concern has come up through CA Saffo regarding the legal authority that community corrections officers who have been doing supervision have to take people into custody. The statute for correctional officers is gray in the authority that they have outside of a correctional facility. The team has been having conversations on the best way to go with Drug Court. He explained that right now they have eleven (11) clients operating under the old ways with supervision but as of next week the new people coming in will be supervised under Probation and Parole. They are proposing to bring on a full time Deputy Sheriff for this supervision that will be paid for with the state funding they are planning to receive. Probation and Parole will only be administering two (2) contacts a month throughout the time of the program. Atty. Saffo stated that they need someone who has that ability to do 24/7 supervision. She is suggesting that they hire a deputy to take on the extra supervision needs that they will not be able to do with Probation and Parole. Sheriff Dutile stated that they have had conversations about this issue. He is a firm believer in drug court and feels they do not need to clog up the jail with some of these first time offenders. He is supportive of hiring a Deputy Sheriff to take on the supervision. Sheriff Dutile stated that he would post the position internally. If someone was interested they would be promoted and the new position would be to fill the Sheriff's Department deputy.

CA Libby stated that the numbers were not making sense to her as to how all of the positions that had been mentioned previously plus a deputy could all be funded by \$150k that they are looking to receive from the state. ASD Gilding stated that they will now have \$300k as long as they have a Felony First program within the calendar year.

Sheriff Dutile asked that the Commissioners either support or not support the Sheriff's Departments involvement with Drug Court so he can go to Judge Macleod.

Commissioner Ahern moved to implement the proposal by Sheriff Dutile to allow the Sheriff's Department to assist with the Drug Court Program. Commissioner Piper seconded the motion.

Discussion:

Commissioner Ahern stated that he is concerned that these new programs are costing tax payers money and if there is funding they need to go after it. ASD Gilding stated that they were on pace to get state funding January 1st to get their case manager and coordinator but they were told there are a few more things that needed to be done before they can receive funding but were guaranteed that the funding would be retroactive to January 1st.

Commissioner Ahern moved to amend his motion to state that they will implement the proposal by Sheriff Dutile contingent on receiving state funding. Commissioner Piper seconded the amendment and all were in favor.

The Commissioners voted on the motion as amended and all were in favor.

Atty. Saffo gave the following report:

**Office of the Grafton County Attorney
Lara Saffo, County Attorney
January 10th, 2016
Report to the Commissioners**

The Mission of the Office of the Grafton County Attorney is to pursue justice and promote the safety and security of the County's citizens, thereby enhancing the quality of life in Grafton County. We will seek to achieve these goals by:

- **Striving for just disposition of criminal cases through timely, efficient and effective prosecution.**
- **Ensuring that victims and witnesses of crimes are treated with respect, courtesy, and sensitivity as they cooperate with criminal prosecutions.**
- **Improving the criminal justice system by identifying areas of need and working collaboratively with other criminal justice agencies and the community to improve the criminal justice system.**
- **Encouraging and promoting crime prevention and early intervention initiatives.**

- **Identifying, promoting and implementing new and innovative approaches to solving crime problems.**

(1) Statistics

The reviews by town and by type of crime are attached. A few notations:

- The complexity of cases has continued to rise.
- Our number of referrals increased over 120 cases since last year, and enormous jump, from 750 to 894. Approximately thirty-five of the cases should be subtracted, as they represent circuit court cases handled by another circuit court prosecutor. Our office provided victim/witness services and thus we opened files but did not handle the prosecution.
- We were scheduled to begin felony first on July 1st, but it was moved up last fall to April 1st.
- Additional files: Petitions to Annul, One Party Intercepts, Responding to Untimely Deaths.

(2) Community Partnerships

We support the building of strong partnerships and collaborations with law enforcement, all members of the criminal justice system, and the communities we serve.

Attorney General's Office:

AG-CA meetings

AG Child Abuse and Neglect Conference Committee

AG Protocol drafting: Adult Sexual Assaults, Human Trafficking

Child Advocacy Center:

Twice a month we have meetings to review all pending cases, and provide a status on past interviews.

We have a meeting in Lebanon once a month

We have a meeting in Littleton and Plymouth (alternative locations) once a month.

Drugs

Drug Court: We have weekly team meetings, followed by the open court session every Monday

Haverhill Area Substance Abuse Coalition (Cottage Hospital)

We participate regularly in other initiatives.

Justice Involved Veterans Task Force

This group meets monthly, and this year is presenting enabling legislation. We can attend these meetings telephonically.

PBK

We participate in monthly statewide software meetings to enhance the use and efficiency of our statewide prosecutor’s software. This includes working on the Uniform Charging Table for the State of New Hampshire, and specifically developing elements of offenses for everyone to use in New Hampshire

Mental Health Courts:

There are three mental health courts in Grafton County:
 ASSERT/Littleton MHC
 Halls of Hope/Lebanon MHC
 Plymouth MHC

Each have monthly meetings that we are trying to attend regularly, but do not make every month.

Sexual Assault Resource Teams (SARTs):

We have monthly meetings in each of the Sexual Assault Resource teams, an initiative we hope to expand to the Littleton area this year:
 Haverhill Area SART
 Plymouth Area SART
 Upper Valley SART

Human trafficking

NH Human Trafficking Coalition

Prosecution initiatives

NH Prosecutors Sexual Assault Workgroup

(3) The Child Advocacy Center



www.cac-NH.org

CASES

COUNTY	MONTH	#FI
Grafton	Dec	13 interviews
	Jan	3 (7 pending)
Sullivan	Dec.	7 interviews
	Jan	2 (1 pending)

The CAC has submitted its application for National Children’s Alliance reaccreditation.

We continue to look at space in the Plymouth area. This will be an enormous advantage for all stakeholders. It will assist victims in particular, our primary concern. However, the advantages of a locally based satellite office is numerous and includes assisting the advocacy programs and law enforcement.

The CAC created Advisory Board subcommittees (Outreach/Education, Sustainability, Policies and Board Commitment).

(4) SARTS

Haverhill Area SART

The Haverhill Area SART has approved its Mission Statement and a MOU, which we are now using to collect signatures. Cottage Hospital now has three trained SANEs, which is excellent news.

Plymouth Area SART

The Plymouth Area SART is emphasizing the value of case review. In addition, the new adult sexual assault protocols will be released

Upper Valley SART

The Upper Valley SART has conducted case reviews in the past and has found them to be very helpful, so we are focusing on identifying a case for case review. The Upper Valley SART is working on a brochure.

We continue to participate in these invaluable initiatives. To learn more about SARTs please see <http://www.nsvrc.org/projects/sexual-assault-response-teams-sart-0>.

(5) Circuit Court

a. Victim Witness Services

Stacey is up and running providing much needed victim/witness services in circuit court for domestic violence and sexual assault cases. This is pursuant to a VOCA grant. We have let all the circuit court prosecutors know.

b. Prosecution

The New Hampshire Department of Justice expects us to oversee any issues with prosecution in Grafton County, including circuit court prosecution. We are receiving increased requests for assistance from Circuit Court prosecutors. This work is not reflected in our statistics, but is vital. Each month, our webpage, entitled the NH Prosecutors Network, provides more and more resources for Circuit Court prosecutors.

As explained earlier, this past year, a victim expressed reasonable concerns that my office was not aware of a new charge in circuit court. We have reviewed the costs associated with Karpel, and will be presenting this to the towns for the upcoming year budget cycle.

(6) Felony First

As noted last month, Felony First is starting April 1, 2017. In drafting my budget, I had hoped we would not start until July 1, 2017 (which was the initial indicators). As noted in last spring's budget presentation, other counties requested additional positions to accommodate felony first:

Belknap County: received funding for one attorney, hired
Coos County: received funding for one attorney, hired
Hillsborough County: this year asking for five attorneys, two support staff, two victim witness personnel
Merrimack County: receiving funding for two attorneys and one support person
Cheshire County: Year 1 (they were the first to implement) one attorney,
Year 2 a part time support person
Sullivan County: received funding for one attorney, hired

We have hired a support person temporarily to assist us. I have been reaching out to law enforcement to develop a referral system that works for them, and have met with the Circuit Court prosecutors, and the Chiefs. A final program has been developed, and handouts are being drafted.

The IT department has set up a dedicated email account to forward intake material. For larger files, we are pricing drop box and sharefile.

Once this initiative begins, we will be responsible for filing the felony complaints and providing victim services upon arrest. This is a significant change in our responsibilities.

(7) Grants

a. VAWA Grant

We received this grant, for \$30,000 towards the cost of a prosecutor to handle in part domestic violence and sexual assault cases. The year for the grant is June 30th, 2016 – June 30, 2017.

b. VOCA Grant

We received the grant is for \$50,000 towards our Victim Witness Program. It pays for some of the costs of a Victim Witness Coordinator and for a new program, in our case Circuit Court Prosecution services. We have the official paperwork and are accepting referrals. It has already proven beneficial.

c. Haverhill Area Substance Abuse and Prevention Coalition

They hired the local coordinator and we are excited about the choice and the potential.

d. Partnership with UNH – Prevention Innovations Research Center Collaboration

We received this grant and are getting ready to move forward on prevention initiatives for college sexual assaults.

e. Roving Advocate Project

We did not receive this grant, but are reviewing the comments and how we can improve it next grant cycle.

f. AVAP grant

I will be submitting this grant next year (with your permission).

g. Sexual Assault Justice Initiative

This is a DOJ grant that we will benefit from. The hiring committee hired the full time adult sexual assault investigator, and the grant has begun. The grant manager/prosecution consultant position is being advertised.

(8) Areas of needed expertise

- a. Drugs
- b. Domestic violence
- c. Child sexual assault
- d. Adult sexual assault
- e. Abuse of Elders
- f. Assaults – simple to first degree
- g. Cybercrime
- h. Failure to register as a sex offender
- i. Gang activity
- j. Internet Crimes Against Children
- k. Negligent homicides – assault related
- l. Negligent homicides – DWI related / Driving Under the Influence, Serious bodily injury
- m. White collar crime – bank fraud, business fraud
- n. White collar crime – financial exploitation of family members/the elderly
- o. Computer fraud
- p. Property related offenses (bank checks/fraudulent use of a credit card/willful concealment)
- q. Property related offenses – burglaries and robberies
- r. And more . . .

(9) Adjourn to discuss legal matter.

11:50AM Commissioner Ahern moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Piper seconded the motion and all were in favor.

Commissioner Lauer stated that they will now adjourn this public meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

12:11PM Commissioner Lauer reconvened the meeting.

Commissioner Ahern moved to reconfirm that this Board of Commissioners is opposed to the Northern Pass.

Commissioner Piper stated that she is happy to reconfirm the intervenor status but would like more information in regards to opposing the Northern Pass project as a whole.

Commissioner Ahern withdrew his motion.

Commissioner Lauer stated that there were two (2) sets of minutes that need to be approved.

Commissioner Piper moved to approve the minutes from the December 27th meeting.
Commissioner Lauer seconded the motion Commissioner Lauer voted in favor.
Commissioner Piper and Commissioner Ahern abstained.

Commissioner Ahern stated that on the January 4th minutes there was a motion that he had voted “no” but the minutes reflect that he voted “yes”. They discussed which motion needed to be changed.

Commissioner Piper moved to approve the January 4th minutes as amended.
Commissioner Ahern seconded the motion and all were in favor.

The Commissioners signed check register 1116.

CA Libby submitted the DoC Superior Court Report for the Commissioners to review.

CA Libby submitted an educational assistance application for a nursing home employee seeking their nursing degree. She explained to the Commissioners that they budget \$5,000 a year to provide educational assistant to employees.

Commissioner Ahern moved to approve the educational assistance application.
Commissioner Piper seconded the motion and all were in favor.

FY 2018 Budget Discussion

Health Insurance Not-to-Exceed Rates – FY 2018 – CA Libby explained to the Board of Commissioners that on July 1st the county switched health insurance providers to NHIT (Harvard Pilgrim) from Health Trust (Anthem). She stated that the reasoning behind that was because the GMR (Guaranteed Maximus Rate) increase was substantial from Health Trust last year. They now offer two (2) plans to employees, the HMO plan and a Low Cost Provider Plan (LP). She stated that they have received their NTE (Not –to- Exceed)

for FY18 and it is a 15.74% increase or about \$420k. The county is unable to go back to Health Trust for two (2) years after ending their contract and they are looking into other options that may be available. They will budget at the 15.74% increase but will know what the actual rates are at the end of March before they adopt a budget. Commissioner Ahern asked if this is affected by the Affordable Care Act. CA Libby stated that it absolutely is.

NHRS (New Hampshire Retirement System), Worker's Comp and Property Liability Rates – CA Libby stated that the NHRS Group 1 will increase from 11.17% to 11.38% and Group 2 will increase from 26.38% to 29.43%. Those numbers are for July 1st 2017 – June 30th 2019. The Workers Comp. NTE is a 6.2% increase or \$14,243.00 and the Property Liability Insurance is decreasing by 5.4%.

Budget Meeting Schedule Discussion – CA Libby stated that in the past Tuesdays have been the Commissioners regular meeting day and Thursdays were for budget meetings. She needed to know from the Board if Thursday will work for their schedules to do budget meetings. Everyone agreed that would work. She explained that March meetings are with department heads and they generally have two (2) meetings in April for their recommendations. CA Libby suggested the four (4) Thursdays in March for the departments. She stated that she will put together a tentative schedule for the Commissioners. Commissioner Ahern requested to have department budgets ahead of time and he would like to see a zero based budget.

Commissioner Ahern stated that the department heads have to abide by various regulations that they do not all feel are necessary. He stated he would like to know what those are and what expenses are associated with those mandates. Commissioner Lauer stated that she feels like that is a good idea but it shouldn't be included in the budget process; they should address those issues with department heads in regular meetings.

Union Discussion – CA Libby stated that there are currently two (2) unions that represent county employees. The United Electrical Workers have been representing the Nursing Home since 1999. Their contract expires June 30th this year; they will be negotiating a new contract. In October the Correctional Officers voted to unionize and they are represented by the National Correctional Employees Union. She stated that they will need to start negotiations for their first full contract. In the past negotiations they have had the Nursing Home Administrator, Human Resources Director and County Administrator as the three (3) person negotiation team. They report back to the Commissioners as the process goes along. Commissioner Ahern stated that he would like to make sure the union dues are not deducted from the county paycheck. The dues should be paid by the union member.

CA Libby handed out a list of grants that Grafton County is currently the recipient of. She reviewed the list of grants with the Commissioners and answered various questions.

CA Libby submitted the following list of officials for Re-appointment:

Grafton County Appointed Officials
 January 4, 2017 to January 2, 2019

POSITION	EMPLOYEE
County Administrator	Julie L Libby
Jail Superintendent	Thomas C Elliott, Jr.
Nursing Home Administrator	Craig J Labore
Human Resource Director	Karen J Clough
Maintenance Superintendent	James C Oakes
Human Service Administrator	Nancy J. Bishop
Information Technology Manager	Brent L Ruggles
Farm Manager	Donald R Kimball
Alternative Sentencing Director	William Gilding

Commissioner Ahern moved to re-appoint the Appointed Officials as listed above.
 Commissioner Piper seconded the motion and all were in favor.

CA Libby stated that she will have financial reports for the Commissioners next week.

CA Libby requested to go into nonpublic session.

* 1:16 PM – Commissioner Ahern 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 (1). Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Ahern “yes”; Commissioner Piper “yes”; Commissioner Lauer “yes” Commissioner Lauer stated that a majority of the board voted yes and would now go into non-public session.

* 1:21 PM Commissioner declared the meeting back in public session.

Commissioner Ahern asked for a bio on the various grant administrators.

Commissioner Ahern stated that he has spoken with ITM Ruggles about videotaping the meetings. He stated that ITM Ruggles has asked him to get in contact with the various public access stations. He is looking into what it would take to make that happen.

Commissioner Lauer stated that she and Commissioner Ahern attended the PSU Legislative Brunch yesterday.

Commissioner Lauer attended the NHAC Executive Committee meeting last Friday and stated that they should be seeing a proposed budget in February when they will call a Commissioners’ Council meeting to approve that budget.

CA Libby reminded the Commissioners of the Executive Committee Meeting on January 23rd at 10:00am.

Commissioner Lauer stated that there was a Drug Court Graduation yesterday but issues arose that prevented the graduation from happening last minute.

Commissioner Ahern asked if a decision was made about the Farm Advisory Committee. Commissioner Lauer stated that Commissioner Ahern had stated he knew of these farmers and that if he would like to contact them to see if there is interest to feel free to do so.

Commissioner Lauer stated that the UNH Extension Advisory Council meeting is usually the last Monday of the month at 6pm and the Commissioners typically attend. CA Libby stated that she will make sure that the office has the new Commissioners contact info to invite them to the meetings.

1:31 PM With no further business the meeting adjourned.

Respectfully Submitted,

Wendy A. Piper, Clerk