

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

October 4, 2016

PRESENT: Commissioners Cryans, Richards and Lauer, CA Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: HR Director Clough, Richard Ranaghan and Brian Dudley – Northeast Municipal Advisors.

Commissioner Cryans called the meeting to order at 11:00 AM after attending the annual Grafton County Pumpkin Day with children from Woodsville Elementary and Preschool. They visited the pig barn and the dairy cow barn.

Commissioner Cryans asked if everyone had a chance to read the minutes from September 27<sup>th</sup>.

Commissioner Richards moved to approve the minutes from September 27<sup>th</sup>.

Commissioner Lauer seconded the motion and all were in favor.

The Commissioners signed check registers 22-24; 1053-1055; 1058-1059; 1061.

CA Libby informed the Commissioners that the Sheriff's Department (Dispatch) has been approved for two (2) of the grants that were applied for earlier this year. Commissioner Cryans reviewed and signed the paperwork for the following two (2) Dispatch grants:

2016 Homeland Security Grant Program - "Dispatch Interoperability Interconnect" - \$176,481.14

2016 Homeland Security Grant Program - "Interoperability Base Station" - \$26,300.00

CA Libby presented the Commissioners with an Authorization to Submit Claims form for the 2016 MICRO and ADP CDBG. Each Commissioner signed the form where indicated.

CA Libby submitted a Request to Extend the End Date on the 2015 RDC Capacity Grant for Commissioner Cryans to sign. She explained the rationale for the request and the Commissioners concurred with the request. Commissioner Cryans signed the document.

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

CA Libby stated that the Ribbon Cutting Ceremony for the Gile Housing Project – Twin Pines Housing Trust will be held in Hanover on October 20<sup>th</sup> at 4PM.

Commissioner Richards stated that she is waiting for the five (5) year plan discussion from the farm and nursing home.

Commissioner Cryans attended the Upper Valley housing breakfast discussion of the need for work force housing.

HR Director Clough arrived and gave the following report:

Grafton County Human Resources Report  
 Karen Clough, Human Resources Director  
 October 4, 2016

**HR Activity Report (9/03/2016-10/03/2016)**

- ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	5 (2 FT, 3 PT/PD)	4 LNAs, 1 Dietary Aides
County Attorney's	1 (1 FT)	1 Asst. County Atty.

- ***Separations***

<u>Departments</u>	<u>#</u>	
Nursing Home	2 (1 Ft, 1 PT/Per Diem)	1 Housekeeper, 1 Dietary Aide
Maintenance	1 (1 Ft)	1 Custodian

***Reasons:***

- 2 Resignation – moving away
- 1 Resignation – another employer (change in career)

\*We also had one full time RN and one full time LNA resign full time status to go per diem for full-time employment elsewhere

- ***Leave of Absences as of October 3, 2016***

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	13	(9 are intermittent, 10 for self, 3 for family)
Nursing Home – Non-Nursing	4	(4 are intermittent, 4 for family)
Non-Nursing Home	<u>3</u>	(1 for self, 2 family/maternity/paternity)
TOTAL:	20	

- ***Current Openings (as of October 3, 2016)***

<u>Positions</u>	<u>Department</u>
RN/LPN (5.15 FTE)	Nursing Home
MNA (3.8 FTE)	Nursing Home
LNA (8.65 FTE's)	Nursing Home
Legal Assistant	County Attorney's Office
Dietary Aide	Nursing Home – PT/PD, ongoing posting
Correction Officers	Corrections – PT/PD, ongoing posting
(2) Dispatcher	Sheriff's Department

**Scheduled to orient September 6**

Housekeeper (Part-time)  
Dietary Aide (Part-time)

**OTHER:**

Working on various projects (ACA, Dept. Head Handbook, job descriptions/classifications)

HR Department will be attending the Public Sector Employment Law Update 10/20

HR Director Clough stated that she feels one of the problems with hiring and retaining Correctional Officers is due to them being hired on at part time with no benefits. She discussed the issue with the Commissioners and stated that she and Supt. Elliott will be looking into hiring correctional officers full time not part time in the future but noted that will add to the budget because they will be benefited positions.

Commissioner Richards stated that she had a discussion with Ben White this morning during Pumpkin Day and Ben White had stated he feels strongly that there is an inmate who may want to work at the county as he has enjoyed the work a lot and has done very well in the dairy barn. She stated that she knows there will be changes to the staff within the next few years and wondered if that would be a possibility or if there are policies that do not allow former inmates to work at the County. HR Director Clough stated that the county does not have a specific policy regarding the hiring of former inmates but the operating procedures at the jail may not allow it. There are many issues that could come from that and it would need to be a discussion they have with Supt. Elliot. Commissioner Richards stated that this is something she would like them to look into.

Richard Ranaghan and Brian Dudley arrived for the Bond Refunding Approval. R. Ranaghan stated that when they met with the Delegation the projected cash savings to the county was \$690,000 and as of today they are looking at a minimum of \$790,000 cash savings to the county. This is net of fees, after everyone involved gets paid. R. Ranaghan explained the process that had taken place this morning and that the overall interest rate was almost cut in half from the original interest rates on the 2010 and 2011 bonds. He answered questions from the Commissioners and stated that he is recommending that the Commissioners approve the resolution with the understanding that they will fill in the final numbers once they receive them this afternoon. CA Libby read aloud the following resolution:

**GRAFTON COUNTY, NEW HAMPSHIRE**  
**Authorization of Refunding Bonds by County Commissioners**  
**October 4, 2016**

WHEREAS, Grafton County, New Hampshire (the "County") has issued (i) certain \$17,500,000 2010 General Obligation Bonds dated as of June 1, 2010, which mature on December 1 of the years 2021 through 2030, inclusive (the "2010 Bonds"), which are eligible to be refunded at par on any interest payment date on or after December 1, 2020; and (ii) certain \$15,500,000 2011 General Obligation Bonds dated as of April 1, 2011, which mature on January 1 of the years 2023 through 2032, inclusive (the "2011 Bonds"), which are eligible to be refunded at par on any

interest payment date on or after January 1, 2022 (the 2010 Bonds and the 2011 Bonds are hereafter collectively referred to as the “Refunded Bonds”); and

WHEREAS, it appears likely that bonds issued today would have a net interest cost less than the net interest cost on the Refunded Bonds; and

WHEREAS, the County may be able to realize debt service savings by issuing certain refunding bonds (the “Refunding Bonds”), the proceeds of which would be utilized to currently or advance refund the Refunded Bonds and to pay certain other costs relating thereto, including any necessary redemption premium and the costs of issuing the Refunding Bonds; and

WHEREAS, pursuant to the provisions of RSA 28:24, the County Convention authorized the issuance of the Refunding Bonds on September 19, 2016 and authorized the County’s Board of Commissioners (the “Commissioners”) to approve the interest rates, maturities and other terms and conditions of the Refunding Bonds at a publicly noticed meeting after hearing the results of a bidding and pricing process for the purchase of the Refunding Bonds managed for the County by Piper Jaffrey & Co., the underwriter which has been selected by the County to manage this process, hereafter the “Underwriter”;

WHEREAS, in the aforesaid process the interests of the County were represented by its independent financial advisor, Northeast Municipal Advisors, LLC (the “Financial Advisor”); and

WHEREAS, at a duly noticed meeting of the Commissioners on October 4, 2016, the results of the aforesaid bidding process were communicated to the Commissioners by the Underwriter and the Financial Advisor;

NOW, THEREFORE, in consideration of the foregoing, it is hereby:

RESOLVED: that, as a result of the aforesaid process, the bid of the Underwriter to purchase the County’s \$16,240,000 Refunding Bonds at a price of \$18,931,034.80, resulting in a net interest cost rate of 2.337115% and a true interest cost rate of 2.116765% and as more specifically set forth in Exhibit A, attached hereto and made a part hereof, is accepted by the Commissioners;

RESOLVED: that the Commissioners hereby delegate to the County Treasurer the power and authority to sign a Bond Purchase Agreement (the “Bond Purchase Agreement”) with the Underwriter evidencing the aforesaid terms and conditions;

RESOLVED: that the County is hereby authorized to enter into, execute and deliver an Escrow Contract and such documents and other materials which shall be signed on behalf of the County by the County Treasurer, the Commissioners or such other individuals as may be required by state law or as may be specified by bond counsel and to take such other actions as may be required for the closing and delivery of the Refunding Bonds;

RESOLVED that the County is authorized to engage such other professionals (including an Escrow Agent, Verification Agent and Paying Agent), and to do such other things as are necessary to consummate the aforesaid refunding; and

RESOLVED: that all actions heretofore taken in a manner consistent with the foregoing are hereby ratified and confirmed.

Commissioner Lauer moved to adopt the resolution as read with the final numbers to be updated upon receipt this afternoon. Commissioner Richards seconded the motion and all were in favor.

The Commissioners expressed that they were very pleased with the outcome of the morning and thanked R. Ranaghan and Brian Dudley for their hard work.

The following are the final numbers to be updated in the Commissioners adoption of the resolution from earlier:

RESOLVED: that, as a result of the aforesaid process, the bid of the Underwriter to purchase the County's \$16,180,000 Refunding Bonds at a price of \$18,859,728.80, resulting in a net interest cost rate of 2.337117% and a true interest cost rate of 2.116765% and as more specifically set forth in Exhibit A, attached hereto and made a part hereof, is accepted by the Commissioners;

12:30 PM With no further business the meeting adjourned.

Respectfully Submitted,

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Linda D. Lauer, Clerk