

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday January 12, 2010

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

OTHERS PRESENT: H. Brown

Commissioner Cryans opened the meeting at 9:04 AM

Farm Manager Kimball arrived with his report saying that he was milking 72 cows, shipping 9600#’s of milk for an average of 66#’s per animal. Milk prices are at \$16.30.

A check in the amount of \$1800 was received from NH Fish & Game for the corn that was left in the field for turkeys. FM Kimball said the corn seems to be keeping the turkeys away from the Farm which is a good thing.

Commissioner Burton asked about inmate labor and FM Kimball said that he has one inmate who is a good milk helper but should be leaving soon. The other are young but things seem to be working out fine.

Commissioner Richards asked FM Kimball about the difference between the cows he has and Jersey’s which she had heard produce more money for their milk. FM Kimball said that Jersey’s produce a higher fat content. Commissioner Richards asked if he had thought about getting some in the hopes of creating more revenue and FM Kimball said that it had been in the back of his mind.

Commissioner Richards urged FM Kimball to work with H. Bryant from UNHCE regarding plants and suggested that he plant some flowers for “pick your own”.

Commissioner Cryans asked if FM Kimball had any events lined up for the coming year as per the suggestion of the Farm Advisory Committee (FAC), and he replied that he did not. Commissioner Cryans asked that he be thinking about it and to bring some ideas forth that would be ready to go no later than April.

Commissioner Burton asked that FM Kimball invite the president of the Farm Bureau to any event that he plans. Commissioner Richards added that Commissioner Merrill be invited as well.

Commissioner Richards said that she had prepared drafts of the public notice soliciting interest in the new Farm Commission she would like to start and asked the other two Commissioners to look at it.

Commissioner Burton said he would rather see the Farm Advisory Committee used rather than adding another layer of people or a new Commission.

Commissioner Richards said that she would like to see a more diverse group of people and hopefully get some more “teeth” into what could be done with the Farm. She said that she feels strongly that this needs to be done and that she was ready to take on leadership of a Commission.

Commissioner Cryans said that he agreed with Commissioner Burton in that there was no need to start a sequel to what is already in place. He said that he didn't think that there is any better revenue producer than milk and didn't see what there was to gain. Commissioner Richards said that it wasn't all about money and that her objective would be to enhance the operation and to showcase the Farm with some educational opportunities.

She then asked for clarification from the other two Commissioners on whether or not they were willing to agree to have her form a commission.

Commissioner Cryans said no, he thinks there is already a committee in place. Commissioner Burton was also not in agreement with it and said that there should only be one committee, the FAC.

Commissioner Richards said that she must have misread what other two Commissioners had been saying all along because she thought she had their support in starting a Commission.

Director Clough said that the Board of Commissioners appointed the Farm Advisory Committee to do exactly what Commissioner Richards is suggesting and that she thinks that members of the FAC might not be interested in staying if they were being superseded by a new committee.

FM Kimball said that there are only three people, himself included, to run the operation and there just isn't enough labor to do a lot more things.

Commissioner Cryans said that there are three people running the Farm, which included handling the inmate labor, milking and raising and selling vegetables. He said that seems to be enough work to handle and he made it fairly clear that there would be no more people hired for the Farm. He reiterated that he would like to see things continue as they were with the FAC.

Commissioner Richards noted her disappointed that the other two Commissioners were not in agreement with her.

Supt. Libby arrived.

FM Kimball said that he would plan an event for no later than April.

There was a discussion about the current Farm staff, their level of efficiency and the jobs that need to be done on a daily basis.

Supt. Libby said that with the work that has to be done on the Farm, he thinks they do a pretty good job. He said there may be many good ideas but the Farm just can't be everything that Commission Richards would like it to be.

Commissioner Cryans said that he sees more pluses than minuses with the Farm and they also have a responsibility to the Court system to keep inmates busy. He said the Farm is a 24/7 obligation and there is some hope that values such as stick-to-it-ness, responsibility and dedication become engrained in some of the inmates so that they can succeed at jobs when they get out. He said that some have never learn that lesson before, and now they have to get up and take care of duties under this supervised state and they learn.

Superintendent Libby gave the Commissioners his report *(see attached). He asked the Commissioners to allow him to use encumbered medical funds to cover the medical expenses that have gone over budget due to an inmate with serious health issues. They agreed to that request.

Supt. Libby plans to increase the amount requested for the Governor's Commission funding.

Supt. Libby said that serving inmate meals in the facility was working out well. Commissioner Richards asked if the Supt. could serve a large meal during lunchtime and Supt. Libby said that the facility wasn't equipped for that, but that would change with the new Jail were they would be preparing all their own meals. Commissioner Richards asked if the inmates were getting enough to eat and Supt. Libby said they were.

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

Supt Oakes reviewed his report and went over some of the things that were going on saying that things are somewhat quieter as the crew is not able to work outside much.

Supt. Oakes said that he is not all that happy with the repairs that were done to the parking lot as he is seeing a lot of lifting from the repaired cracks. Director Clough asked if that was due in part to the use of salt and he admitted that it likely had something to do with it but that he still felt somewhat taken in by the supposed results that the repair process was to produce. He wasn't sure if it was the process or the application, but he wasn't pleased.

County Attorney Saffo arrived to brief the Commissioners on an ongoing issue:

*10:19 AM – Commissioner Richards moved to enter into non-public session for the purposes of discussing consideration or negotiation of pending claims or litigation according to RSA 91-A:3, II (e). Commissioner Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Richards “yes”, Commissioner Burton “yes”, Commissioner Cryans “yes”, Commissioner Cryans stated that a majority of the board voted yes and that they would now go into non-public session.

*10:36 AM– Commissioner Cryans declared the meeting back in public session and that they would seal the minutes of that session. The Commissioners then moved on to the next order of business.

Commissioner Richards moved to approve the minutes from January 5, 2010, which was seconded by Commissioner Burton. Edits were made. All were in favor.

The Commissioners signed the check registers.

Director Clough gave the Commissioners a copy of the upcoming budget schedule dates and Departments to be heard on those dates.

Commissioner Cryans signed a letter for an EECBG award and the authorization of the funds.

Director Clough presented a federal mileage change reduction from .55 to .50 per mile for the Commissioners approval. The County has always followed the federal mileage rate in the past.

Commissioner Richards moved to accept the new mileage rate which will take affect as of today and was seconded by Commissioner Burton. All were in favor.

Director Clough presented a multi-year contract change from Primex for the County's Workman's Compensation, which if extended to 2015, will offer the County a 7.5% discount.

A resolution of agreement was read.

Commissioner Burton moved to accept the resolution and agree to the new multi-year contract, which was seconded by Commissioner Richards. All were in favor.

The Commissioners signed a draw down request for the AHEAD grant.

Director Clough informed the Commissioners of a possible grant in the amount of \$22K that could be applied for but is very complicated and time consuming to compile. She said that a letter of intent needed to be completed by Friday if this was to be considered. The grant must deal with energy upgrades.

Commissioner Richards said that she didn't want to turn down any money and Commissioner Burton agreed that it should be followed through on.

Commissioner Cryans disagreed and said that it was an awful lot of work on the part of the Executive Director with a high possibility of not receiving any money.

Commissioner Richards moved that Director Clough should pursue the grant, which was seconded by Commissioner Burton. Commissioners Richards and Burton voted in favor while Commissioner Cryans was opposed.

Commissioner Richards noted that there may be some energy upgrades that could be addressed by Superintendent Oakes which came from the energy audit that was done

COMMISSIONER ISSUES:

Commissioner Burton attended a ceremony at the Wentworth School in which Virginia Barry honored the school with the Staff Development Award School of Excellence. He said it was the only school in New Hampshire to receive such an honor.

Commissioner Burton accepted the Grafton County Annual Report for FY09 and asked that it be distributed to all the proper entities per RSA 30:2.

A dedication ceremony for those honored in the report is tentatively scheduled for January 26th at 9:00 AM.

Commissioner Burton will be sending the information on Corrections that he recently received to the AG's Office with a note suggesting that copies should be sent out to the Justice Committee Study Commission.

Commissioners Cryans, Burton and Richards attended the Supreme Court hearing regarding the Jail lawsuit on Thursday in Concord and await the decision by the judges.

11:04 AM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk

January 12, 2010

Commissioners Report

1. Population:	In-house: 96	Maximum:	27
		Medium	27
		Minimum north:	21
		Minimum south:	08
		WHOC:	07
		Max/Handicap:	02
		Lockblock/Seg:	04

Weekenders: 3 Out of facility: 30

2. Community Corrections Report

- a) Drug Court – supervising (19) *0 in custody**
- b) Electronic Monitoring – supervising (8)**
- c) Daily Work Release – supervising (0)**
- d) Community Work Program – Canaan – Fire Department**

3. General:

- a) General updates**
 - 1) FY10 Budget – medical line/encumbered funds**
 - 2) Governors Commission funding – update**
 - 3) Inmate meals – update**

4. Reminders:

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Dec 22 – Jan 11, 2010

COMPLEX

Water Tank Issues

Water Samples – The results for the non-routine samples taken directly at the tank December 8, 2009 are as follows:

	<u>EPA MCL (ppm)</u>	<u>Tank Samples (ppm)</u>
Total coliform bacteria	0	0
Disinfection byproduct (TTHM)	0.10	0.0326
Disinfection byproduct (HAA5)	0.060	0.050

Forced Draw down: WW&L commissioners disapproved my request to allow maintenance dept. staff the authority to open and close the isolation valve on route 10 to do forced draws downs of our tank as an interim measure. However, WW&L will do it per our request for \$50 and hour. In the summertime, this could cost us \$100 - \$150 a week.

To find a more permanent solution, I asked Foresite Engineering and Dufresne & Associates to investigate why our tank turnover is so poor. Dufresne & Associates, the water tank design-engineering firm, needs to review tank fill and draw data over a few week period. However, because of a water level calibration problem caused by an incorrectly sized transducer, they will not be able to do this until the transducer is replaced with a more appropriately sized transducer. Natgun and their electrical subcontractor, EII, have assured us they will replace the transducer. At this point I don't have a specific date when they will accomplish this.

MOA: To date, the county's attorney still has the MOA that I drafted. I do not know what their recommendation is at this point.

Boiler & Chiller System Water Quality – Nalco Services performed various tests to verify the water quality within our boiler and chiller systems at the complex. Test results indicated that my staff is doing a great job maintaining the proper nitrate and ph levels in all of these systems, a critical component to maintaining the longevity of this essential equipment.

Backflow Prevention – Performed tests on all backflow prevention devices in the nursing home and Admin Building. All of them tested well.

Fire Extinguisher Maintenance – Upon completing the 6-year and hydrostatic inspections, Tri-State Fire Protection returned all fire extinguishers they took off-site.

Parking Lot Lights – Several parking lot lights throughout the complex failed to work. Replaced bulbs using man-lift

Sewage Lift Station – Discovered space heater in jail's sewage lift station had failed. Replaced to prevent freezing of pumps

COURTHOUSE

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

Bathroom Sinks & Faucets – Replaced one cracked sink and several corroded faucets throughout

Energy Efficiency Upgrades – Upgraded various T12 lights in lawyer's lounge areas to high performance T8 lights

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Circuit Testing & Labeling – Still in the process of inspecting and testing every outlet in the nursing home to ensure they are properly wired and function correctly in accordance with NFPA requirements.

Electric Beds – Performed various repairs on numerous electric beds

HVAC – Pump #1 sprung a leak at the shaft seal. Replaced shaft seal and housing gasket.

HVAC – Hot water control valve on Heat Recovery Unit #2 failed open. Replaced valve.

HVAC – Compressor failed on Air Condition Control Unit #5. North Country Mechanical replaced the compressor.

Laundry – Trench drain behind washers backed up from clogged. Removed a bucket full of silverware, lint and other odds and ends from drain trap.

ADMINISTRATIVE BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

JAIL & COMMUNITY CORRECTIONS

Preventative Maintenance (PM) – Performed various PM tasks throughout

Dorm Plumbing – Repaired three sinks, two urinals and one toilet that were either backed up or had water supply orifices plugged by dirt or other foreign materials

Kitchen Equipment – The jail's oldest refrigerator could not keep temperature. Troubleshooting revealed that the evaporator coil was perforated with holes from corrosion.

MAINT/FARM BUILDING

Nothing to report

FARM

Dairy Barn – Thermostat in the calf area does not work. Replaced thermostat.

COMMUNITY CORRECTIONS

Nothing to report

VEHICLES

1-Ton – Brake line rotted from corrosion and leaking fluid. Fadden Automotive replaced bad line.