

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

July 5, 2016

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

OTHERS PRESENT: FM Kimball, HRD Cramer, NHA Labore, CA Saffo, Donna Lane – CDBG Consultant, Olivia Bebeau – Director of Development at AHEAD, Kristy M. Letendre, Director Friendship House

Commissioner Cryans called the meeting to order at 9:05 AM and began with the Pledge of Allegiance.

FM Kimball arrived and gave the following report:

- 1) Currently milking 78 cows. We are shipping 6,500 lbs. daily, averaging 84 lbs. per cow.
- 2) Price of milk continues to increase slowly, now at \$15.93 per hundred weight.
- 3) Going to open the farm stand on July 6th. Several varieties of vegetables to sell.
- 4) Second cut of grass is done. So far yield and quality have been very good.
- 5) Corn is growing nicely. Helicopter came on June 22nd and aerial seeded around 10 acres.
- 6) Have around 50 piglets left to sell.

Director Clough arrived and gave the following report:

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 July 5, 2016

1) **HR Activity Report (6/07/16-7/05/2016)**

• ***New Hires***

| <u>Department</u> | <u>#</u> | <u>Position(s)</u> |
|---------------------|-------------------|--|
| Nursing Home | 6 (1 FT, 5 PT/PD) | 2 LNAs, 1 RN, 1 Unit Aide, 2 Dietary Aides |
| Sheriff's Office | 1 (1 4/5) | 1 Dispatcher |
| Human Resources | 1 (1 FT) | 1 Senior HR Generalist |
| County Attys Office | <u>1</u> (1 3/5) | 1 Asst. County Atty |
| | 9 | |

• ***Separations***

| <u>Departments</u> | <u>#</u> | |
|--------------------|-------------------|------------------|
| Sheriff's Dept | 1 (1 PT) | 1 Special Deputy |
| Nursing Home | 3 (1 PT/PD, 2 FT) | 3 LNA's |
| Corrections | <u>1</u> (1PT) | 1 Officer |
| | 5 | |

Reasons:

- 1 Resignation – Another job
- 1 Resignation – Moving away
- 3 Resignation – No reason given

- **Leave of Absences as of June 6, 2016**

| <u>Department</u> | <u>#</u> | |
|----------------------------|----------|--|
| Nursing Home – Nursing | 9 | (8 are intermittent, 6 for self, 2 for family) |
| Nursing Home – Non-Nursing | 5 | (4 are intermittent, 1 for self, 4 for family) |
| Non-Nursing Home | <u>5</u> | (5 are intermittent, 3 for self, 2 family) |
| TOTAL: | 19 | |

- **Current Openings (as of June 6, 2016)**

| <u>Positions</u> | <u>Department</u> |
|----------------------|---------------------------------------|
| RN (0 FTE) | Nursing Home (1.75 over) |
| LPN (6.9 FTEs) | Nursing Home |
| LNA/MNA (8.65 FTE's) | Nursing Home |
| Dietary Aide | Nursing Home – PT/PD, ongoing posting |
| Correction Officers | Corrections – PT/PD, ongoing posting |

Scheduled to orient July 6th

- 1 LNAs (PD)
- 5 LNAs (FT)
- 1 RN Unit Manager (FT)
- 2 Per Diem RN's
- 1 Maintenance Asst. (FT)

OTHER:

- Insurance transition
- Working on updating Employee Handbook

NHA Labore arrived and gave the following report:

Grafton County Nursing Home
Commissioner's Report
July 5, 2016

Census:

- Medicare: 6
- Medicaid: 85
- Private: 37
- Total: 128

Year-To-Date Numbers:

- Admissions (YTD) 48
- Discharges (YTD) 8

Deaths (YTD) 30

Other Topics:

- 1) MCM Step 2 Implementation Meeting
 - NHA Labore stated that Managed Care is going to start playing out over the next couple of months and Commissioner Meyers is going to have several meetings, the first being July 13th, to talk about how we want to shape the roll of managed care for step two (2) of the program. He stated that he will be attending this meeting.
- 2) A/R Update
 - NHA Labore stated that they strong month of June
- 3) LNA of The Year
 - NHA Labore stated that this was the 2nd year in a row the nursing staff voted for who they feel the best LNA was. Jennifer Gilding was selected by her coworkers and won by a large amount. S Been with us for a couple of years, she won by a large amount.

Steve Whitney stated that he has always felt that Grafton County had a very well run Nursing Home.

Donna Lane – CDBG Consultant, Olivia Bealeu – Director of Development at AHEAD and Kristy M. Letendre, Director Friendship House, arrived for multiple public hearings.

10:00 AM Commissioner Cryans opened the Public Hearing – Friendship House Renovation/Addition

It was noted that informational packets were available to the public.

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$500,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

This public hearing is for a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The County will retain some of the funds for administration costs and sub-grant the benefits of the remainder to Tri-County Community Action Program Inc. for renovations and additions to the Friendship House, 2957 Main St., Bethlehem, NH. The addition will allow the program to be restored to its original capacity and add an additional two beds at the Friendship House. The Friendship House provides treatment services to individuals who recognize the need for treatment of alcohol and other drug related dependencies. The majority of the clients are of low or moderate income.

This project conforms with Grafton County's Housing and Community Development Plan's Goal of: Promote adequate health and social services for County residents. Objective: Support the efforts of non-profit human service providers to assist the disadvantaged members of the County's population. (Short-term goal)

Kristy M. Letendre, Director Friendship House, stated that they are licensed for eighteen (18) beds and they have twelve (12) beds they cannot use due to licensing. This renovation will put the twelve (12) beds online and add two (2) more. They are projecting to break ground fall of this year and it is a ten (10) month project. This new building will have thirty –two (32) beds and the old building will be demolished.

Funding request: up to \$500,000

Commissioner Cryans asked if there were any comments from the public.

Steve Whitney stated that they will have thirty – two (32) beds but the demand is much higher than what they can offer. Kristy M. Letendre, Director Friendship House, explained that they do not have the ability to guarantee the staff for a higher amount of beds but they have put into the plans to be able to expand their services in the future.

10:12AM Commissioner Cryans closed the public hearing.

10:12AM Commissioner Cryans opened the public hearing - Residential Antidisplacement and Relocation Assistance Plan

Although these projects do not involve any displacement or relocation of persons or Businesses, if the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Commissioner Cryans asked if there were any comments from the public. There were none.

10:13AM Commissioner Cryans closed the public hearing.

10:13AM Commissioner Cryans opened public hearing –Progress/Presentation of the AHEAD Orford Academy Planning Study.

A Study of the Orford Academy in Orford, New Hampshire was conducted to examine the property for hazard materials and determine the property's potential for conversion to affordable housing. The results of the study do not support the need for this conversion into affordable housing at this time.

Commissioner Cryans asked if there were any comments from the public. There were none.

10:18AM Commissioner Cryans closed the public hearing.

10:18AM Commissioner Cryans opened the public hearing– Progress of AHEAD’s Better Homes Project

AHEAD implemented a Better Homes project to replace substandard, pre-1976 mobile homes statewide. Interest in participating in this project has been much less than anticipated. So far, CDBG has only participated in one of the expected 10 replacements.

Olivia Bebeau – Director of Development at AHEAD stated that they have a home they will close on next month in Plymouth. She noted that they have had numerous challenges to deliver this project. They have done mass amounts of marketing but the people that are coming in are not willing to take on a mortgage. They are comfortable with taking on winter fuel bills versus taking on a mortgage. They are going to have to decommit their funds. She stated that they will send out another notice to see if anyone is interested and state that they are only doing this for six (6) more months.

Commissioner Cryans asked if there were any comments from the public. There were none.

10:26AM Commissioner Cryans closed the public hearing.

Commissioner Lauer moved to adopt the Residential Antidisplacement and Relocation Assistance Plan. Commissioner Richards seconded the motion and all were in favor.

Commissioner Lauer moved to approve the submittal of the Friendship House CDBG application **and** vote to authorize the Chairman to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. Commissioner Richards seconded the motion and all were in favor.

Atty. Saffo arrived and gave the following report:

Atty. Saffo then requested to go into nonpublic session.

* 10:54 AM - Commissioner Richards 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 Lauer seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Cryans “yes”; Commissioner Richards “yes”; Commissioner Lauer “yes” Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

* 11:06 AM Commissioner Cryans declared the meeting back in public session.

Commissioner Richards 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 Lauer seconded the motion and all were in favor.

Commissioner Richards requested to go into nonpublic session.

*11:07 AM - Commissioner Richards moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). Commissioner Lauer seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Cryans “yes”; Commissioner Richards “yes”; Commissioner Lauer “yes”. Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

*11:17 AM Commissioner Cryans declared the meeting back in public session.

Commissioner Richards 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 Lauer seconded the motion and all were in favor.

Steve Whitney stated that he understands the basis as to why the taxes went up but knows there are many people who do not understand how tax rates are set. He stated that he has been trying to explain the process to people

Commissioner Cryans asked if everyone had a chance to read the minutes from June 28th.

Commissioner Richards moved to accept the minutes from June 28th. Commissioner Lauer seconded the motion and all were in favor.

The Commissioners signed check registers 751-753; 1211-1213; 1215-1216 from FY2016 and 1000 from FY 2017.

CA Libby presented the NACo Prescription Drug Report. She stated that there was a price savings of \$1,733.32 which is an average of \$20.15 or 37.77% and there were a total of forty – one (41) utilizers. The total savings over the life of the program is \$766,730.69.

CA Libby stated that last week she met with Dick Ranaghan from North East Municipal Advisors and discussed refunding their two (2) bonds for the jail. She stated that the total cash savings would be \$708,000 and the present value savings would be \$628,000. She discussed more details with the Commissioners and stated that the full Delegation will have to vote on it and there has to be a public hearing as well. She noted that they would not be obligated to follow through with anything until they execute the bonds.

Commissioners had a consensus to move forward and get more information from Merrimack County and talk to Rep. Sykes about convening a Delegation meeting.

Commissioner Lauer stated she attended the Central New Hampshire Health Partnership Annual Meeting at the Common Man. She also attended the Woodsville and Lincoln 4th of July parade.

Commissioner Richards stated that she attended a meeting at Bolder Point regarding 1155 Waiver.

11:54 AM With no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk