

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
March 7, 2022

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

OTHERS PRESENT: Farm Manager Nelson, County Attorney Hornick, Rachel Clough, Sheriff Stiegler, Nursing Home Administrator Labore, Supt. Oakes, Craig Roy, Karin Campbell-PayPoint HR, Director of Communications Andross, Justin Combs, Eric James, Deborah Fuller, HR Director Clough. Others were in attendance via Zoom.

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

Farm Manager Nelson arrived and gave the following report: (* see attached)

FM Nelson reported that he has spoken with Hatchland Farm to see if they would be interested in providing more custom cropping and grass cutting for the County and they said they would be interested. He noted that he also asked about the possibility of housing an immigrant worker to assist on the County Farm, but Hatchland Farm was unable to help.

FM Nelson stated that he is looking for guidance from the Commissioners, where they are heading on the farm with the lack of inmate labor, as they have been dealing with this since 2020. He explained that the possibility of reducing the herd is not one that he would prefer to do. He stated that the milk is the focal point of revenue at the farm and if he is going to milk 50 cows then he can milk another 20. He noted the option of looking into dairy beef stating that they would be able to house them as they would their current herd. The Commissioners discussed various possibilities for the farm. Commissioner Ahern expressed concerns regarding the food supply chain and stated that they need to have a plan to feed the residents of the Nursing Home and inmates at the DoC if there were to be an interruption in the food supply. FM Nelson explained that he feels that they are in an area where there is a lot of food and if there were an interruption in the food supply chain that they would be ok. Commissioner Ahern stated that as a County Commissioner he has an obligation to ensure that the County will be ready to provide what they need to provide and therefore they need to look to department heads to make sure the County is ready for any circumstances that may come up. Commissioner Piper stated that she respects the judgement that FM Nelson has. She does not share Commissioner Ahern's concerns about the food supply and she does not feel FM Nelson is responsible for arranging with other farmers in the area for exigent circumstances.

FM Nelson noted that he is concerned about being able to prepare a budget given the circumstances right now and the prices of supplies. He stated that he needs to sit down with his staff to discuss what they are comfortable in helping him manage. CA Libby asked FM Nelson to talk with his staff and then she can meet with him to see if they can come up with some ideas and give her a better understanding of what FM Nelson needs.

FM Nelson stated that he received quotes from the following three vendors for the purchase of the new tractor approved in the last round of ARPA requests.

| Vendor | Model | Price |
|-------------------------------|------------------------------|--|
| 1. United Ag & Turf | John Deere 6135E/H310 Loader | \$76,526.85 |
| 2. United Ag & Turf | John Deere 6130M/600R | \$114,026.85 |
| 3. Champlain Valley Equipment | Kubota M6-141DTC-F/Loader | \$103,770.39 -\$25,000 Trade \$78,770.39 |
| 4. Townline Equipment | Kubota M6-131DTC/Loader | \$106,921.00 |

FM Nelson noted that he received a quote on December 31st from United Ag & Turf on the John Deere 6135E/H310 Loader of \$72,162.10 which he used to put together his ARPA request and the quote for that tractor has increased roughly \$4,000 since then.

FM Nelson stated that if the Commissioners opted not to do anything because of the higher quotes, he would have to put \$2,000-\$3,000 into the tractor he has to get through another year.

MOTION: Commissioner Lauer moved to purchase a 6135E/H310 tractor with a loader for \$76,526.85 from United Ag & Turf. Commissioner Ahern seconded the motion and all were in favor.

County Attorney Hornick arrived to give an update on her office.

1. Atty. Hornick noted that she has been appointed to the Domestic Violence Task Force. She stated that she has also been asked by Chief Justice Gordon MacDonald to sit on the NH Judicial Branch Committee for Diversity and Inclusion.
2. Atty. Hornick reported that her office continues to catch up on the backlog of cases. She noted that Clerk Dave Carlson would be leaving at the end of April.
3. Felonies First – Atty. Hornick stated that she spoke with Ned Gordon, and he is looking for changes to be made to Felonies first. She stated that Rep. Gordon is proposing legislation to do away with Felonies First. There is a 60/40 split with the County Attorneys’ Office in terms of those who are in favor and not in favor of the proposed legislation. She stated that she is in favor of Rep. Gordon’s proposed legislation. She noted that she is torn because of those who do not want to see change ,but she stated that it has been five (5) years since Felonies First has been implemented and it is not working. She will keep the Commissioners informed as she learns more.
- 4.. Atty. Hornick stated that the Roving Advocate Grant they had been receiving expired on September 30th and they did not get an immediate renewal on that grant. She explained there is another grant that provides the same services as the grant they had been receiving, and she would like to apply for it. She explained that it involves Voices Against Violence, providing support

services to victims of domestic violence and sexual assault. She stated that their grant manager Karen Stewart is still interesting in running the program. She noted that the letter of intent is due March 25th.

MOTION: Commissioner Lauer moved to apply for the Roving Advocate Grant as described by the County Attorney. Commissioner Ahern seconded the motion and all were in favor.

County Attorney Hornick noted that she open to exploring the possibility of using community service options to help on the farm and she would look into it further.

Karin Campbell from PayPoint HR arrived and gave the following Pay and Classification Audit presentation via Zoom (* see attached)

K. Campbell answered a few questions from employees in attendance for the presentation.

Commissioner Piper stated that the Commissioners would be spending a lot of time with this information.

Agenda Items:

1. The Commissioners signed check registers 1128; 1134.
2. USAC Deadline Extended – CA Libby reported that the deadline has been extended until 6/1/22. She stated that she would apply for the federal subsidy for the rural healthcare portion of IT costs.

CA Libby stated that Commissioner Ahern had sent her an email asking about an estimate of the food supply at the Department of Corrections and Nursing Home. She reported that NHA Labore stated the Nursing Home has four (4) weeks' worth of food and 800 gallons of water. She stated that the Dietary Manager at the DoC is on vacation, but Supt. Elliott will confirm those numbers when she returns.

NH Electric Co-op Letter – CA Libby stated that the Commissioners received a letter from the NH Electric Co-op regarding broadband. The Broadband Committee will be meeting with the Commissioners to present their ARPA request on Thursday and will be able to discuss this further from their perspective.

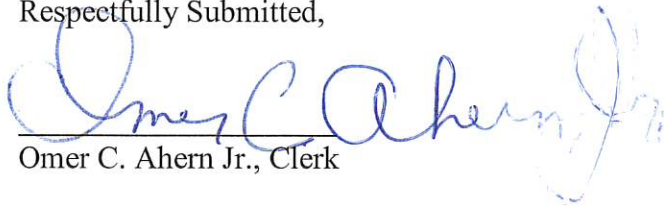
Commissioner Issues:

1. Commissioner Piper gave a presentation to the Woodlands Retirement Facility in Lebanon. She reported that she talked about the role county government. She stated that it was well attended, and good questions were asked.
2. Commissioner Ahern stated that the Commissioners had a presentation last year from Steve Curtis from Waste to Energy Now. Commissioner Ahern stated that he has an ongoing

conversation with Steve Curtis, and he would like to come back to New Hampshire and make more presentations ,but he is also working with a few other states as well. He stated that there may be a couple of states able to tap into the funds sitting in D.C to help start up Slightly Used Nuclear Fuel programs. Commissioner Ahern stated that he has spoken with Senator Guida as well and he is in favor of this. He stated that he is waiting for Governor Sununu to send a letter to the Federal Government stating that he consents to New Hampshire getting involved with the Slightly Used Nuclear Fuel.

11:01 AM With no further business, the meeting adjourned.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Omer C. Ahern Jr.", written over a horizontal line.

Omer C. Ahern Jr., Clerk

March 2022 Farm Report

1. The Grafton County Farm has 85 total cows. Currently there are 77 cows in milk averaging 75 pounds per cow. Milk components are holding steady at 4.13% butter fat and 3.23% protein. 11,250 pounds of milk are being shipped every other day. Grafton County Farm received \$25.06 per hundred weight for February milk.
2. One inmate is available for farm staff supervision and will be released in a couple weeks. We are approaching a period where there will not be any inmates available for farm staff to supervise for milking.
3. 5 sows are confirmed pregnant. 5 gilts will be pregnancy check during the next veterinary visit.
4. An advertisement was placed in the Bridge Weekly Showcase to inform the public there are potatoes available for sale.
5. Navigating through upcoming growing season with low or no inmate labor options:
 - A.) Change milking time which might work better for farm staff.
 - B.) Temporarily reduce cow numbers and not hire additional staff.
 - C.) Hire additional staff and not reduce cow numbers.
 - D.) Hire a custom operator, like Hatchland Farm to do more crop work.
 - E.) Do nothing and hope for the best.

Respectfully Submitted,

Grant Nelson

Farm Manager



Pay and Classification Audit

1. Project Approach



2. Benefits



3. Comparators



4. External Market – 50th Percentile



Positions Compensated Below Market (-10% < % Diff < -5%)

| | |
|---|---|
| Administrative Assistant/Commissioners' Office | Farm Assistant |
| Administrative Assistant/Department of Corrections | Farm Manager Assistant |
| Alternative Sentencing Case Manager | Farm/Community Work Project Supervisor |
| Alternative Sentencing Program Coordinator | Herdsmen |
| Assistant Dietary Manager | Laundry Machine Operator |
| Central Supply Coordinator | Lieutenant/Community Corrections |
| Corporal | LPN/Department of Corrections |
| Corrections Counselor/Life Skills Instructor | LPN/Nursing Home |
| Corrections Finance/Administrative Assistant | Maintenance Assistant |
| Corrections Substance Abuse Program Director | Nursing Home Administrative/Billing Specialist |
| County Attorney's Assistant Office Administrator | Nursing Home Finance Director/Business Office Manager |
| County Attorney's Office Case Intake Coordinator | Restorative Aide/LNA |
| County Attorney's Office Victim Witness Assistant Circuit Court | Sergeant/Department of Corrections |
| Deputy Sheriff | Social Services Assistant |
| Dietary Manager | Uncertified Corrections Officer |
| Environmental Services Director | |



Salary Scale

- Single scale for all employees
- 32 grades, 12 steps
- 5% between grades
- Min to Max - 40% spread

| Grade | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 | Step 10 | Step 11 | Step 12 |
|-------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| G01 | \$12.50 | \$12.95 | \$13.41 | \$13.86 | \$14.32 | \$14.77 | \$15.23 | \$15.68 | \$16.14 | \$16.59 | \$17.05 | \$17.50 |
| G02 | \$13.13 | \$13.60 | \$14.08 | \$14.56 | \$15.03 | \$15.51 | \$15.99 | \$16.47 | \$16.94 | \$17.42 | \$17.90 | \$18.38 |
| G03 | \$13.78 | \$14.28 | \$14.78 | \$15.28 | \$15.79 | \$16.29 | \$16.79 | \$17.29 | \$17.79 | \$18.29 | \$18.79 | \$19.29 |
| G04 | \$14.47 | \$15.00 | \$15.52 | \$16.05 | \$16.58 | \$17.10 | \$17.63 | \$18.15 | \$18.68 | \$19.21 | \$19.73 | \$20.26 |
| G05 | \$15.19 | \$15.75 | \$16.30 | \$16.85 | \$17.40 | \$17.96 | \$18.51 | \$19.06 | \$19.61 | \$20.17 | \$20.72 | \$21.27 |
| G06 | \$15.95 | \$16.53 | \$17.11 | \$17.69 | \$18.27 | \$18.85 | \$19.43 | \$20.01 | \$20.59 | \$21.17 | \$21.75 | \$22.33 |
| G07 | \$16.75 | \$17.36 | \$17.97 | \$18.58 | \$19.19 | \$19.80 | \$20.41 | \$21.02 | \$21.62 | \$22.23 | \$22.84 | \$23.45 |
| G08 | \$17.59 | \$18.23 | \$18.87 | \$19.51 | \$20.15 | \$20.79 | \$21.43 | \$22.07 | \$22.71 | \$23.35 | \$23.98 | \$24.62 |
| G09 | \$18.47 | \$19.14 | \$19.81 | \$20.48 | \$21.15 | \$21.83 | \$22.50 | \$23.17 | \$23.84 | \$24.51 | \$25.18 | \$25.86 |
| G10 | \$19.39 | \$20.10 | \$20.80 | \$21.51 | \$22.21 | \$22.92 | \$23.62 | \$24.33 | \$25.03 | \$25.74 | \$26.44 | \$27.15 |
| G11 | \$20.36 | \$21.10 | \$21.84 | \$22.58 | \$23.32 | \$24.06 | \$24.80 | \$25.54 | \$26.28 | \$27.02 | \$27.77 | \$28.51 |
| G12 | \$21.38 | \$22.16 | \$22.93 | \$23.71 | \$24.49 | \$25.27 | \$26.04 | \$26.82 | \$27.60 | \$28.38 | \$29.15 | \$29.93 |
| G13 | \$22.45 | \$23.26 | \$24.08 | \$24.90 | \$25.71 | \$26.53 | \$27.35 | \$28.16 | \$28.98 | \$29.79 | \$30.61 | \$31.43 |
| G14 | \$23.57 | \$24.43 | \$25.28 | \$26.14 | \$27.00 | \$27.86 | \$28.71 | \$29.57 | \$30.43 | \$31.28 | \$32.14 | \$33.00 |
| G15 | \$24.75 | \$25.65 | \$26.55 | \$27.45 | \$28.35 | \$29.25 | \$30.15 | \$31.05 | \$31.95 | \$32.85 | \$33.75 | \$34.65 |
| G16 | \$25.99 | \$26.93 | \$27.88 | \$28.82 | \$29.77 | \$30.71 | \$31.66 | \$32.60 | \$33.55 | \$34.49 | \$35.44 | \$36.38 |
| G17 | \$27.29 | \$28.28 | \$29.27 | \$30.26 | \$31.25 | \$32.25 | \$33.24 | \$34.23 | \$35.22 | \$36.22 | \$37.21 | \$38.20 |
| G18 | \$28.65 | \$29.69 | \$30.73 | \$31.78 | \$32.82 | \$33.86 | \$34.90 | \$35.94 | \$36.98 | \$38.03 | \$39.07 | \$40.11 |
| G19 | \$30.08 | \$31.18 | \$32.27 | \$33.36 | \$34.46 | \$35.55 | \$36.65 | \$37.74 | \$38.83 | \$39.93 | \$41.02 | \$42.12 |
| G20 | \$31.59 | \$32.74 | \$33.88 | \$35.03 | \$36.18 | \$37.33 | \$38.48 | \$39.63 | \$40.78 | \$41.92 | \$43.07 | \$44.22 |
| G21 | \$33.17 | \$34.37 | \$35.58 | \$36.78 | \$37.99 | \$39.20 | \$40.40 | \$41.61 | \$42.81 | \$44.02 | \$45.23 | \$46.43 |
| G22 | \$34.82 | \$36.09 | \$37.36 | \$38.62 | \$39.89 | \$41.16 | \$42.42 | \$43.69 | \$44.96 | \$46.22 | \$47.49 | \$48.75 |
| G23 | \$36.57 | \$37.90 | \$39.23 | \$40.55 | \$41.88 | \$43.21 | \$44.54 | \$45.87 | \$47.20 | \$48.53 | \$49.86 | \$51.19 |
| G24 | \$38.39 | \$39.79 | \$41.19 | \$42.58 | \$43.98 | \$45.37 | \$46.77 | \$48.17 | \$49.56 | \$50.96 | \$52.36 | \$53.75 |
| G25 | \$40.31 | \$41.78 | \$43.25 | \$44.71 | \$46.18 | \$47.64 | \$49.11 | \$50.58 | \$52.04 | \$53.51 | \$54.97 | \$56.44 |
| G26 | \$42.33 | \$43.87 | \$45.41 | \$46.95 | \$48.49 | \$50.03 | \$51.56 | \$53.10 | \$54.64 | \$56.18 | \$57.72 | \$59.26 |
| G27 | \$44.45 | \$46.06 | \$47.68 | \$49.29 | \$50.91 | \$52.53 | \$54.14 | \$55.76 | \$57.38 | \$58.99 | \$60.61 | \$62.22 |
| G28 | \$46.67 | \$48.37 | \$50.06 | \$51.76 | \$53.46 | \$55.15 | \$56.85 | \$58.55 | \$60.24 | \$61.94 | \$63.64 | \$65.34 |
| G29 | \$49.00 | \$50.78 | \$52.57 | \$54.35 | \$56.13 | \$57.91 | \$59.69 | \$61.47 | \$63.26 | \$65.04 | \$66.82 | \$68.60 |
| G30 | \$51.45 | \$53.32 | \$55.19 | \$57.06 | \$58.94 | \$60.81 | \$62.68 | \$64.55 | \$66.42 | \$68.29 | \$70.16 | \$72.03 |
| G31 | \$54.02 | \$55.99 | \$57.95 | \$59.92 | \$61.88 | \$63.85 | \$65.81 | \$67.78 | \$69.74 | \$71.70 | \$73.67 | \$75.63 |
| G32 | \$56.73 | \$58.79 | \$60.85 | \$62.91 | \$64.98 | \$67.04 | \$69.10 | \$71.16 | \$73.23 | \$75.29 | \$77.35 | \$79.42 |



6. Conclusion

