

GRAFTON COUNTY COMMISSIONERS' MEETING  
Administration Building  
North Haverhill, NH 03774  
May 23, 2023

PRESENT: Commissioners Piper, Commissioner Ahern and McLeod, County Administrator Libby and Administrative Assistant Norcross

OTHERS: Nursing Home Administrator Labore, Alternative Sentencing Director Mitchell

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

Commissioner Ahern participated electronically according to RSA 91-A: 2 with the reason being he was unable to attend the meeting in person. Electronic participation was at his request. It was noted that all votes must be taken by a roll call.

**Nursing Home Administrator Labore arrived with following three (3) Memos for Consideration:**

1. Air Mattress Bid Waiver – NHA Labore explained that this was a planned purchase in the FY22 approved capital purchases but was not done due to the amount of time spent responding to COVID-19. This purchase will be a continuation of replacement of outdated resident mattresses. He stated that the Nursing Home has found that the Natural Form alternating pressure mattress manufactured by WCW to be of excellent quality and therefore he is requesting a bid waiver for this purchase.

**MOTION:** Commissioner Ahern moved to accept the Nursing Home Administrators' request to waive the competitive bidding process and accept the quote provided by WCW Inc. /Natural Form, for the purchase of ten (10) alternating pressure mattresses. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern "yes", Commissioner McLeod "yes", Commissioner Piper "yes". With the vote being three (3) in favor and none in opposition the motion passes.

2. Washing Machine Bid Waiver – NHA Labore stated that this purchase of the Unimac Washing Machine from Daniel's Equipment Company would complete the process of updating aging equipment in the Nursing Home's laundry department. He explained that previous washer purchases were made through Daniels Equipment Company and in order to maintain uniformity of equipment, he is requesting that the Commissioners waive the competitive bidding process. He added that the Governor's Office for Emergency Relief and Recovery (GOFERR) would reimburse 90% of this purchase. Grafton County will be responsible for 10% of the cost, totaling \$2,812.42. These funds would come from the capital reserve account.

**MOTION:** Commissioner Ahern moved to waive the competitive bidding process and purchase a 105-pound capacity Unimac Washer from Daniels Equipment Company for \$28,124.25. Commissioner McLeod seconded the motion. Commissioner Piper called the

roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With the vote being three (3) in favor and none in opposition the motion passes.

3. Equodose Filmop Housekeeping Carts – NHA Labore stated that this equipment upgrade for the Nursing Home Housekeeping carts was identified in the equipment needs assessment conducted by the Environmental Services Department in the fall of 2022. He explained that these new units are programmable, which will ensure proper distribution of sanitization chemicals during the course of cleaning. The technology associated with these carts will greatly reduce the potential for the spread of infections as well as improve efficiency due to the carts being larger which will allow Environmental Services staff to carry all the equipment they need throughout the course of their day. He stated that the Nursing Home received the following quotes for the purchase of nine (9) housekeeping carts:

- WB Mason - \$23,393.43
- Equodose - \$24,299.73.

NHA Labore stated that the Nursing Home recommends accepting the quote from WB Mason, due to it being the lowest quote received and due to their familiarity with the vendor. The Environmental Services Director works with this vendor on a regular basis for department supplies and they have proven to be a responsive partner.

**MOTION:** Commissioner McLeod moved to accept the quote from WB Mason for the purchase of nine (9) Equodose Filmop Housekeeping Carts with charging system for a total purchase price of \$23,299.73. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With the vote being three (3) in favor and none in opposition the motion passes.

**Alternative Sentencing Director Mitchell arrived and gave the following report (\* see attached)**

### **Agenda Items**

1. Commissioner Piper asked if everyone had a chance to read the minutes from the May 16<sup>th</sup> meeting.

**MOTION:** Commissioner McLeod moved to approve the minutes from the May 16<sup>th</sup> meeting. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With the vote being three (3) in favor and none in opposition the motion passes.

2. The Commissioners signed check registers 1156-1158.

3. Employee ARPA Bonus – CA Libby stated that the Executive Committee approved the Employee ARPA bonus and she would like to formalize the plan for paying those out to employees. She stated that she would recommend that a one-time bonus be paid on July 14<sup>th</sup> to

all eligible employees unless they are in their first six (6) months of employment. Those bonuses would be paid upon the completion of six (6) months of service. She stated that per diem employees must meet all the requirements in order to receive the bonus, and regular part time employees, must have worked 500 hours during the current fiscal year and still be picking up regular hours throughout the year.

**MOTION:** Commissioner McLeod moved to approve the ARPA bonus guidelines as outlined. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With the vote being three (3) in favor and none in opposition the motion passes.

4. CA Libby submitted the CDBG Agreement for the 2023 MicroCredit for Commissioner Piper to sign and initial and Commissioner McLeod to sign.
5. Meeting Schedule – The Commissioners will not have a meeting on May 30<sup>th</sup>.
6. ProShare Estimate – CA Libby reported that the County has received the estimated proshare payment and it is \$4,525,210.00
7. CA Libby requested a nonpublic session.

**MOTION:** \* 9:43 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 McLeod seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\*10:01 AM Commissioner Piper declared the meeting back in public session.

**MOTION:** Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

### **Commissioner Issues:**

1. Commissioner McLeod stated that she was looking into the bills from travel agencies as she was signing invoices and it looks like CNAs and LNAs are receiving \$48-\$84/hour depending on overtime and most are being paid \$55-\$72. LPNs are being paid \$60-\$100 and most are in the \$80 range.

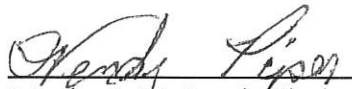
Commissioner Piper stated that the representative from Newfound Area Nursing Association (NANA) stopped by their table as she walked out of the public hearing last night and said that they would be very willing to help the County free itself from the contract nursing agencies. She stated that they could all agree it is an enormous problem. Commissioner Piper stated that she agrees completely with Commissioner McLeod's conclusions as well as the ones the constituent brought forward at the public hearing last night. Commissioner Piper noted that Commissioner Ahern has brought up the idea of bringing nursing staff pay up to contract nursing levels to recruit and retain their own nursing. The representative from NANA said that nurses say that they are not paid a lot by the agencies. Commissioner Piper stated that she was told that it did not sound like wages are very high but the representative suggested that there was subsidies given by the companies that enhance the deal for these workers to stay with the agencies.

Commissioner Piper asked if the County should look at using ARPA funding for targeted increases for the positions the County is having trouble with. CA Libby stated that they could get more information and look at targeted increases. She noted that she feels that if representative from NANA can offer more information and they can do more research, she thinks targeted increase are a great idea. Commissioner Piper stated that she is in favor of meeting with the Rep. from NANA to see what the cost is for these nurses. The Commissioners can see if they can figure this out, work with the Executive Committee and build the increase into the County budget.

2. Commissioner Ahern stated that after the meeting yesterday, he had a constituent express a serious concern about one of the small business ARPA recipients from one of the towns in Commissioner Ahern's district and it was a constituent in his district that brought this concern forward. Commissioner Ahern stated that he would like to look further into this concern. He stated that they need to make sure they are only funding entities that are upstanding in the community. Commissioner Piper stated that from her perspective, constituents can work with the Executive Committee but the Commissioners made their decisions regarding the small business applications. She heard that Rep. Sellers noted a concern about a business being located in Grafton County. Commissioner McLeod stated that it is helpful that the Executive Committee members have more information and local knowledge about these businesses in their districts.

10:20 AM with no further business, the meeting adjourned.

Respectfully Submitted,

  
Martha S. McLeod, Clerk

# Alternative Sentencing

## Commissioners Report March and April 2023

---

### **Directors Report:**

In March, Alternative Sentencing implemented a programs-wide monthly progress report that is sent to referral sources to maintain open communication about participant progress.

Alternative Sentencing met with CADY in Plymouth to discuss the status of their Juvenile Restorative Justice Program and consideration of collaborating to support keeping that program running as they cannot staff it at this time. We will revisit this possibility in the fall when the Alternative Sentencing department is fully staffed and trained.

Alternative Sentencing attended a Community Resource Fair at Woodsville High School.

In April, Alternative Sentencing Director became a member of the Plymouth Area Recovery Center Board.

Alternative Sentencing met with Woodsville High School to discuss collaborating with Juvenile Restorative Justice to support behavioral interventions at the school. A meeting to include the Haverhill Chief of Police and Juvenile Probation and Parole.

Valley Court provided support and information about their Juvenile Justice Panel Member Training protocol. Alternative Sentencing hopes to recruit new panel members and have a comprehensive training program in place to support that team of volunteers.

Adult Diversion celebrated the successful completion of four participants on April 14, 2023

### **\*Alternative Sentencing Programs:**

Juvenile Restorative Justice

Adult Felony and Misdemeanor Diversion

C.A.R.E & C.A.R.E+

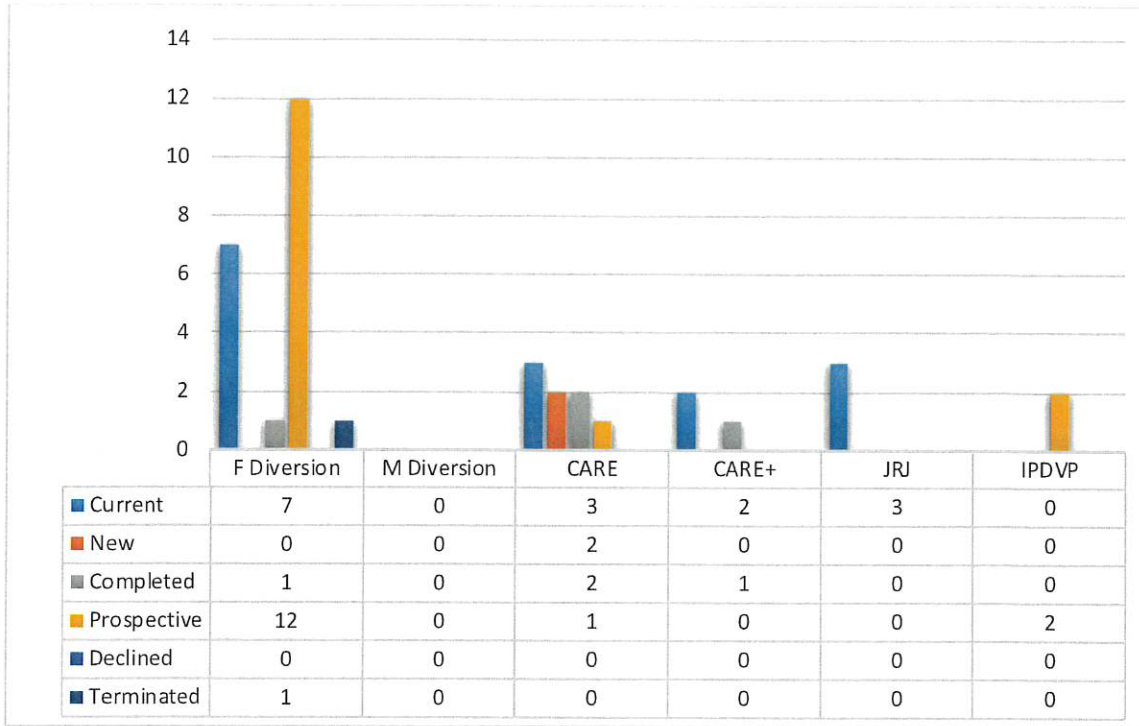
Intimate Partner Domestic Violence Program: Emerge

Mental Health Court

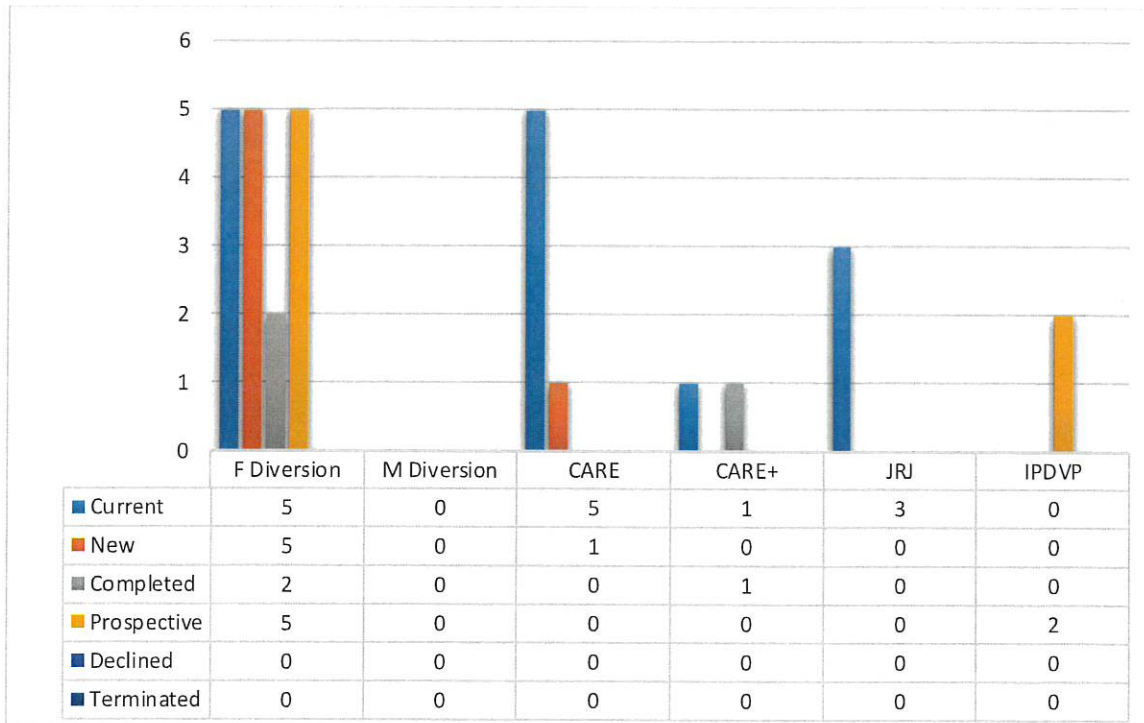
## Alternative Sentencing Programs

# Alternative Sentencing Commissioners Report March and April 2023

## March 2023

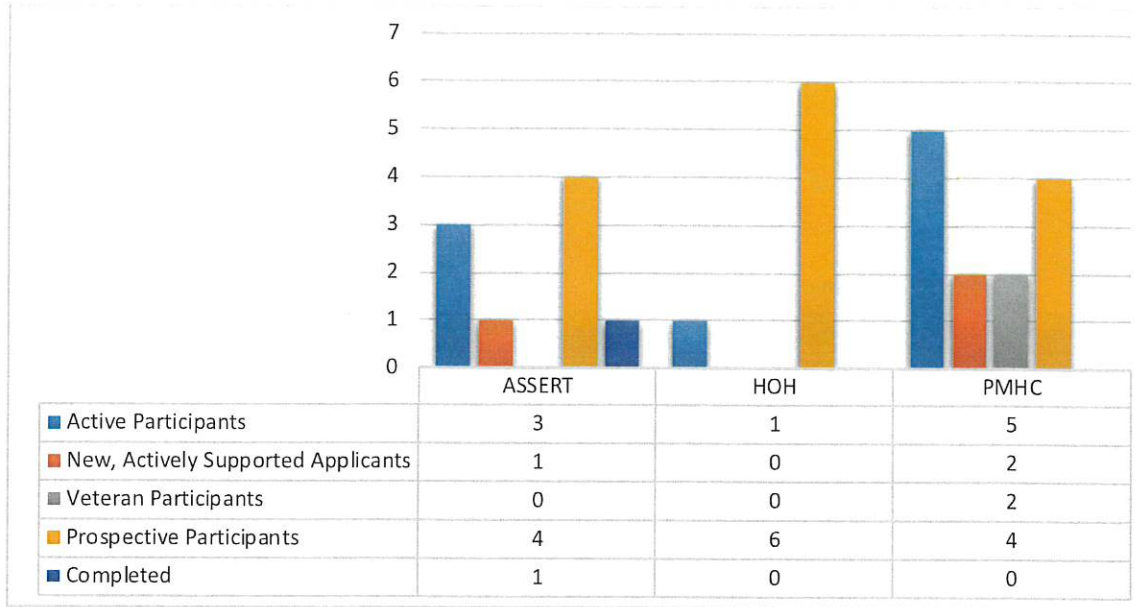


## April 2023

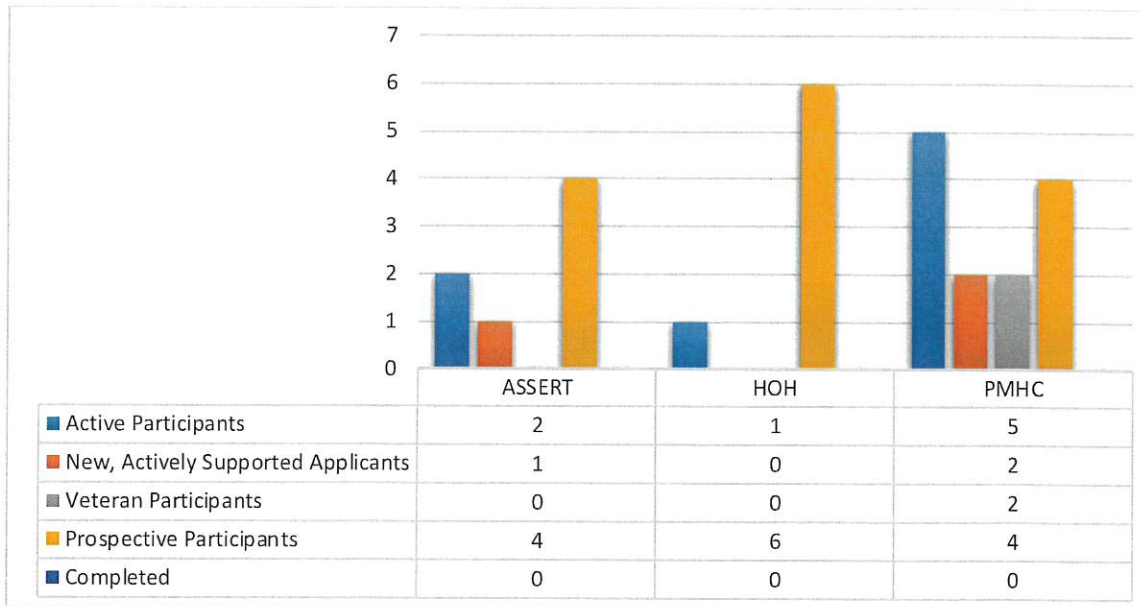


## Mental Health Court March 2023

## Alternative Sentencing Commissioners Report March and April 2023



### April 2023



Mental Health First Aid Training, provided by the UNH Cooperative Extension is being offered free of charge. Mental Health First Aid USA is an 8-hour training to teach participants how to help someone who is developing a mental health problem or experiencing a mental health crisis. The evidence behind the program demonstrates that it helps trainees identify, understand and respond to signs of mental illnesses and substance abuse disorders. Individuals and organizations are encouraged to participate in one of these bi-monthly trainings or agencies can work with the UNH Cooperative Extension to schedule a training for a department or organization. A wide range of community members have benefited from this training. For more information please reference the attached flyer or visit: <https://extension.unh.edu/health-well-being/programs/mental-health-first-aidr>

Alternative Sentencing  
Commissioners Report March and April 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>JRJ</b>	---	\$100	---	---	---	---	---	---	---	---	---	---
<b>AD</b>	\$100	\$40	\$275	\$565	---	---	---	---	---	---	---	---
<b>MISSED</b>	---	---	\$25	\$25	---	---	---	---	---	---	---	---
<b>LATE</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>+ UA's</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>MRT</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>CARE</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>MISSED</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>+ UA's</b>	---	---	---	---	---	---	---	---	---	---	---	---
<b>BDAS</b>	\$2912.57	\$1699.20	\$2998.49	\$2433.74	---	---	---	---	---	---	---	---
<b>Totals</b>	<b>\$3012.57</b>	<b>\$1879.20</b>	<b>\$3298.49</b>	<b>\$3023.74</b>	---	---	---	---	---	---	---	---