

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
August 8, 2023

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

OTHERS: HR Director Clough, Maintenance Supt. Oakes, Farm Manager White, DoC Supt. Elliott, Helen Mrema- NH American Civil Liberties Union

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

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

Commissioner Piper introduced Helen Mrema from the NH American Civil Liberties Union who was there to sit in on a Commissioner meeting to learn about the County.

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

The Commissioners and Interim Farm Manager White answered questions from H. Mrema regarding the farm.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the August 1st meeting.

MOTION: Commissioner Ahern moved to approve the minutes from the August 1st meeting. 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. The Commissioners signed check registers signed check registers 1014-1017; 2023-08.04.2023; 2023-08.04.2023; 2023-07.14.23; 2023-07.21.23

3. The Commissioners reviewed the DoC Superior Court Report for the month of July.

Maintenance Supt. Oakes arrived

Supt. Oakes stated that he solicited quotes for the County's yearly air filter order from Airex, Air Filter Sales and Grainger. He stated that Grainger did not submit a quote. He explained that the order is broken down into two (2) separate orders. One (1) for standard filters and another for

nonstandard filters, to ensure that the nonstandard order, which typically takes longer, does not hold up the standard filter order. The following quotes were submitted:

	Standard Filters	Non-Standard
Airex	\$7,691.64	\$8,354.37
Air Filter Sales	\$7,482.40	\$8,317.06

Supt. Oakes recommended that the Commissioners select the bids from Air Filter Sales for both orders.

MOTION: Commissioner Ahern moved to accept Air Filter Sale’s bid of \$7,482.40 for the Standard Filter order and \$8,317.06 for the non-standard filter order. 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.

Agenda Items:

1. CA Libby presented the MS 46 for the Commissioners to sign. She explained that this form is the Commissioners Proposed FY2024 Budget, which has to be reported to the NH Department of Revenue Administration.
2. Commissioner Piper read a letter from the Town of Bristol thanking Grafton County for the municipality funding through ARPA that the County provided.
3. CA Libby stated that last year the County was awarded a total of \$577,330.50 from the Local Assistance and Tribunal Consistency fund monies through ARPA payable in two (2) tranches. She reported that a couple of weeks ago, the application opened for the second tranche. The County now has the total amount sitting in a dedicated fund. She explained that this does not have the same specific rules as ARPA funding but the Commissioners will need to discuss what to do with these funds. CA Libby noted that her thought was to hold onto this money in the event that Nursing Home Administrator Labore’s landscaping project is not funded through the Congressional Directed Spending funds that he applied for and if it were to be funded, the Commissioners could then discuss how they would like to spend it.
4. County Basket – CA Libby stated that that the New Hampshire Association of Counties would be raffling off baskets from each County again this year at their annual conference and asked if the Commissioners wanted Grafton County to participate. She added that Grafton County did a basket last year and had some items donated from area businesses.

HR Director Clough arrived and requested to go into nonpublic session.

MOTION: * 9:47 AM Commissioner Ahern moved to enter into non-public session for the purposes of the hiring of any person as a public employee according to RSA 91-A: 3, II (b). 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.

* 10:09 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.

Supt. Elliott arrived

MOTION: * 10:15 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted and 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 (a) and (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.

*10:43 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 Piper stated that another order of business to take up is the complaint from a Maintenance Department employee regarding his photo being taken by the Register of Deeds. The Commissioners discussed this and decided that they should draft a letter to the Register of Deeds advising her that she is not to be photographing Grafton County employees performing their job functions on the County Complex without their consent.

H. Mrema returned and stated that she has enjoyed the opportunity watch county operations and has created a list of follow up research to do for the next meeting. She stated that the

Commissioners want County departments to be accessible and for people to be able to come in at any point and be immersed in the process and that this has been her experience with Grafton County so far. The Commissioners thanked H. Mrema for coming in and stated that it has been great to have her present today and to ask questions of the Commissioners.

10:56 AM with no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk

August 2023 Farm Report

1. There are currently 56 cows milking, averaging 75 pounds per cow. We produced 125,399 pounds of milk for the month of July. Components were 3.98% butterfat and 3.07% protein. The milk pay price in January was \$20.21 for Grafton County Farm. Summer heat has hit the cows hard and production and components have dropped.
2. Two more sows had piglets, with one left very soon. We took 3 piglets to the fair and they are currently at Windy Ridge Orchard. We will keep some more females to replace the older sows we have.
3. Chickens are producing about 10 dozen eggs per day. Dropped the price to \$4. Still taking eggs to Hatchland to sell and the Jail has taken over 150 dozen eggs to the jail.
4. Gardens are now being harvested. Over 1500 pounds of zucchini, yellow squash, and cucumbers to the jail. Potatoes are just about ready. We have already sold out of the first harvest of sweet corn.
5. Second crop has been going slowly. We were able last week to finally get to the island. The yield is over double from what we got from the first cutting. Half of the island is currently left. Not many breaks in the weather.
6. We had two calves and 3 piglets at the petting zoo at the North Haverhill Fair this year. Also had a Red & White holstein show a couple weeks at the New England Holstein Summer Show and placed well. She will be shown in a couple weeks at the Caledonia County Fair.

Respectfully Submitted,

Ben White

Interim Farm Manager