

GRAFTON COUNTY COMMISSIONERS' MEETING  
Administration Building  
North Haverhill, NH 03774  
December 13, 2022

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

OTHERS PRESENT: Register of Deeds Monahan, Commissioner Elect McLeod, Interim Farm Manager Libby, Herdsmen White

EXCUSED: Commissioner Ahern

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

**Register of Deeds Monahan arrived**

Register Monahan stated that she wrote up the requested memo on November 30<sup>th</sup> and sent it to the Commissioners but just noticed that she sent them two (2) copies of the letter that was attached and not the memo. She stated that they could delay the conversation until next Tuesday if the Commissioners need time to review the request. Commissioner Piper stated that she does not see a reason to delay it as they were prepared to discuss this topic today.

Commissioner Lauer stated that based on the request she is assuming that B. Dodge's responsibilities have increased or they will be increasing. Register Monahan explained that this has happened due to a departure of a staff member as well as a new hire that was there for a week and a half. She stated that they have discussed getting through the winter and reassessing. They are trying to see how the public is responding and what the additional need is for customer support before they try bringing in another employee. Register Monahan further explained that the problem with her department is the intensity of Mondays and Fridays. She has set it up with her Deputy that either one of them is in the office at all times. Now that they are down to three (3) staff members, it comes into play where she might be at the bank when her Deputy takes a rare Friday off and B. Dodge has to make authoritative decisions. Register Monahan stated that with the economy not doing very well, more people are choosing not to hire an attorney to represent them. They are doing their own legal work, therefore asking her staff the questions and it is someone of authority at the counter answering them. She would like to grant that authority to B. Dodge as they are starting to line up some retirements. Commissioner Piper stated that the Register of Deeds brings in a large amount of money for the county and the state. She stated that she knows Register Monahan has struggled with being short staffed for a long period and the current Deputy and staff have had to take on more duties. Commissioner Piper stated that this request seems reasonable to her.

**MOTION:** Commissioner Lauer moved to appoint Brenda Dodge as Deputy Register of Deeds. Commissioner Piper seconded the motion and all were in favor.

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

CA Libby asked if the Farm Assistant position was still being advertised locally. G. Libby stated that he is unsure but said that he believes the Commissioners need to develop a policy to be able to hire people with records. CA Libby stated that it is on the agenda for the department head meeting tomorrow to discuss it with them.

**Agenda Items:**

1. Commissioner Piper asked if everyone had a chance to read the minutes from the December 6<sup>th</sup> Commissioner meeting and December 6<sup>th</sup> Farm Committee meeting. Commissioner Piper had a few grammatical edits.

**MOTION:** Commissioner Lauer moved to approve the minutes from the December 6<sup>th</sup> meeting as amended. Commissioner Piper seconded the motion and all were in favor.

**MOTION:** Commissioner Lauer moved to approve the minutes from the December 6<sup>th</sup> Farm Committee meeting. Commissioner Piper seconded the motion and all were in favor.

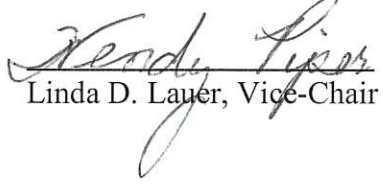
2. Mascoma Community Health – CA Libby stated that Mascoma Community Health is asking if they can request additional ARPA funding. Commissioner Piper stated that she wants to keep in mind that she was concerned that they were shortchanging themselves with their initial request of \$125,000. She knows this health center; it serves a very vulnerable group of people. They have 6000 patients depending on them. Commissioner Lauer stated that she would like to see a set number that they are requesting. They are talking about having some indications of what county needs are and then opening it up to nonprofits anyways. She would be in favor of telling them to submit an application with a dollar amount. CA Libby explained that they are identifying what needs exist within the county complex. There are three (3) major items that CA Libby thinks the county would want to use ARPA money. Two (2) of the items would be the municipal water and septic systems. If the feasibility studies prove to be feasible, those two (2) items are estimated at \$2.6 million. The 3<sup>rd</sup> item is the architectural engineering design for the courthouse, which she believes this would be in excess of \$1 million. Her hope is to get her list put together for the Commissioners to look at for next week's meeting. There are a few other items that they may not have exact pricing for as of yet. CA Libby stated that she is concerned that this affiliation with HealthFirst has been in the works for a few years and asked what they would do if Mascoma came back for a 3<sup>rd</sup> round of funding. The Commissioners further discussed the request and CA Libby stated that she would ask Mascoma Community Health to put an application by the end of the year and have them meet with the Commissioners in January.

3. CA Libby submitted a Representation Letter from Melanson for her and Commissioner Piper to sign. She stated that Melanson is almost at the end of the audit.

Tax Collection & Investment Update – CA Libby stated that taxes are due the 19<sup>th</sup>. The county has collected \$13.6 million from twenty-one (21) communities and there are nineteen (19) left to pay. CA Libby noted that this is the first time in her 32 years here, that they have not used their invested monies from last year. The county will have about \$30 million to invest this year. RFPs for investments have been sent to all banks with branches in Grafton County and the Treasurer will be here next week with her recommendation for investments.

10:15 AM with no further business, the meeting adjourned.

Respectfully Submitted,

  
Linda D. Lauer, Vice-Chair