

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
Monday January 27, 2014

PRESENT: Representatives White, Ladd, Smith, Mulholland, Gionet, Sykes, Friedrich, Townsend, Executive Director Clough and Administrative Asst. Samantha Norcross.

Rep. White stated that Representative Jim Aguiar had submitted his letter of resignation from the Executive Committee due to health issues and that with the events of earlier this morning, Representative Linda Lauer has resigned her seat to become a Commissioner. He stated they needed to fill these two (2) positions on the Executive Committee and asked if anyone had any nominations.

Rep. Mulholland stated she nominated Carol Friedrich

Rep. White stated that he nominated Charles Townsend

Rep. Mulholland moved to close nominations. Rep. Smith seconded the motion and all were in favor.

Rep. Smith stated that she didn't see anyone from District 2 present and that they need to replace someone from that District as well. There was a discussion that the typical protocol for positions on the Executive Committee was to have three (3) from each Commissioner district, but that it did not have to be done that way if there was no one from a particular Commissioner district that wanted to do and multiple people from another district they could fill it that way.

Rep. Ladd moved to use a voice vote in this election process. Rep. Sykes seconded the motion and all were in favor.

Rep. White stated that they would do a voice vote by raising their hands.

Representatives voting for C. Friedrich; Ladd, Mulholland and Gionet

Representatives voting for C. Townsend; White, Sykes and Smith.- 3

With the vote being 3-3 the motion fails.

Representative Chuck Townsend withdrew his nomination.

Rep. White declared that will only one (1) candidate that Rep. Friedrich was elected to the Executive Committee to fill the vacancy from Commissioner District 3.

Rep. Gionet nominated Chuck Townsend to the Executive Committee to fill the vacancy from Commissioner District 2.

Rep. Ladd moved to close nominations. Rep. Gionet seconded the motion and all were in favor.

Rep. White declared that with only one (1) candidate was elected to the Executive Committee to fill the vacancy from Commissioner District 2.

Duane Baxter, from the Bath Historical Society, arrived to give a presentation. He stated that he is the Executor for the Raymond Burton estate. He read a letter that he wrote to the Commissioners regarding a building that was purchased by the Bath Historical Society on the Commons in Bath, NH. The Society is proceeding to establish a portion of the building and name it the Raymond S. Burton Memorial and Learning Center. He stated they have initiated a program with Plymouth State University that will allow students of archival and government studies a place to do research and do archival work. The Raymond S. Burton collection is being provided by his estate. The Bath Historical Society is seeking funding to ensure that the collection is displayed in a dignified setting and maintained. He stated they estimated \$20,000 is needed to make construction changes and supply a proper environment for display. He stated that they are asking each County in District 1 to consider budgeting a donation this year to help with this project.

He stated that the Bath Historical Society was founded in 1985 and since then they have been trying to find a home. A residence became available on the commons and they were able to purchase the building but now they are seeking funding to get the building in shape.

He stated they are requesting a \$2,500 donation from Grafton County for the Bath Historical Society since Raymond Burton was such a significant part of Grafton County.

Rep. Ladd stated that Ray Burton was a fixture of Bath and New Hampshire and this County. Rep. Ladd inquired about the donations from other Counties and asked how they planned to get to the needed \$20K. Mr. Baxter stated that they are also looking for other ways to obtain that \$20,000, through smaller events. They have several people who already pledged \$1,000. He stated that Bath is a small community who steps by having up fundraisers and bake sales. They hope to get whatever they can from the other Counties.

Commissioner Cryans stated that he has talked to George Maglaris, president of the Commissioners Council. Commissioner Maglaris feels that it would be better to request through the Commissioners Council one large donation from the NHAC instead of asking each individual County to contribute. He stated they have talked about a proposal, has not been brought to the table.

Rep. Ladd moved that the Executive Committee of the Delegation support the Commissioners effort in working towards assistance to the Bath Historical Society in establishing an archival research center in memory of Ray Burton in connection with PSU and if funding isn't obtained from all the Counties as a whole, this County move forward and work with the state and Mr. Baxter to make this happen. Rep. Smith seconded the motion.

Discussion:

Rep. Gionet stated that many towns in Grafton County have a historical society and wondered if this is fair to the rest of the towns in the County.

Rep. Ladd stated that there was only one Ray Burton, and he believes that we need to send out the message to other Counties that this County does support this effort. He stated that he would think we would look at this in a singular situation, one that involves a very special individual who was New Hampshire.

Rep. White stated that even though he represents people from one of the most Southern points in Grafton County he felt he could say confidently that Lebanon would support this appropriation.

With seven (7) voting in favor and one (1) (Gionet) opposed the motion is adopted.

Rep. Ladd moved to accept the minutes from November 25th 2013. Rep. Mulholland seconded the motion and all were in favor. Rep. Townsend and Rep. Friedrich abstained.

Rep. Smith moved to accept the minutes from December 20th 2013. Rep. Ladd seconded the motion and all were in favor. Rep. Townsend and Rep. Friedrich abstained.

Treasurer Bonnie Parker arrived and gave the following report:

Bonnie Parker

Treasurer's Report

Executive Committee Meeting

January 27th, 2014

- Current General Fund balance as of January 26th, at Woodsville Guaranty Savings is: \$ 10,791,008.26.
- Combined Accumulated interest in the current fiscal year (July 01, 2013– Jan 26th, 2014) is \$6,876.02.

- All funds are invested.

- Our Nursing Home Capital Reserve CD at Ledyard Bank, valued at \$68,222.29 matured on Jan 18th and was re-invested at Ledyard National Bank for 1 year at the same interest rate of .55%. An additional sum of

\$81,377.03 was added to this CD to bring the investment total to \$149,599.32.

- Our Dispatch Capital Reserve CD valued at \$250,493.37 remains invested at Meredith Village Savings Bank at .35% and will mature 5/20/14.
- Our Deeds Surcharge CD valued at \$60,858.67 remains invested at Ledyard Bank in a 12 month CD yielding .50%. This CD will mature 7/19/2014.
- We utilized \$4 million of our \$5 million TAN credit line at Woodsville Guaranty Savings Bank. This \$4 million was paid in full on December 17th, 2013 - plus interest of \$2623.27.

As authorized by the Commissioners on December 17, 2013:

- \$250,000.00 from tax receipts was invested in a 6 month CD at Service Credit Union at .30% and will mature 6/19/14.
 - \$2,000,000.00 of tax receipts was invested at Mascoma Savings Bank at .35% and will mature 6/19/2014.
 - Funds in the General Fund earn interest at a tiered level at Woodsville Guaranty Savings Bank and remain secured with a letter of credit from the Federal Reserve Bank of Boston.
Up to \$10M earns interest at .40%. Tiered interest takes effect after the balance in the account falls below \$1M. Balances over 10 million earns interest @ .30% in Daily Repurchase.
- WGSB consistently offers Grafton County higher rates than many other banks due to the high level of activity we maintain with their bank. Ledyard Bank also offers Grafton County consistently higher rates than other polled banks.

Respectfully submitted,
Bonnie Parker -- Grafton County Treasurer

Rep. Gionet moved to accept the Treasurer's report. Rep. Mulholland seconded the motion and all were in favor.

Commissioner Cryans gave the following Commissioners report:

Commissioners' Report to the Executive Committee
January 27, 2014

- ◆ Superintendent-in-training Position.
 - We are pleased to announce that Thomas Elliott, Jr. was promoted to Superintendent-in-training on January 6, 2014. He will serve in this capacity until Supt. Libby's retirement later this year.
- ◆ The Greenhouse relocation project is complete. This was funded by a grant through UNH.

- ◆ There will be an Open Barn Day on June 7, 2014 – Save the date!
- ◆ Budget Prep work has begun by departments.
 - Department Heads will present their budget requests to the Commissioners in March and early April.
 - Commissioners will finalize their requests in mid-late April and will send out their budget by the first week in May.

Rep. Gionet moved to accept the Commissioners' Report. Rep. Friedrich seconded the motion and all were in favor.

ED Clough gave the following Executive Director's Report:

The Census at the Nursing Home today is 132.

ED Clough stated that today's counts at the DoC were as follows:

122 in house

9 on EM

20 in DC *3 in custody

She then reviewed the Monthly Variance Report:

Nursing Home- six (6) month figures do not include the second quarter bed tax monies. That would account for what we are behind in at the Nursing home. ED Clough stated that Medicaid rate at the Nursing Home increased effective January 1, 2014 so we should be seeing a increase in the Nursing Home Revenue over the last six (6) months of the year.

ED Clough stated that we are 100% collected on tax money.

On the expense side:

ED Clough stated that a couple departments over where they should be at six (6) months. The largest one is the Human Service Department. We pay a capped amount and may pay more than a 1/12 amount but at the end of the year we pay only what's in the budget.

Rep. Ladd asked ED Clough if they are still having rotation problems at the Nursing Home.

ED Clough stated that they are still having some issues. HRD Donna Cramer is working on the turnover reports for the first six (6) months and is also working on doing a climate survey within the Nursing Home. Rep White stated that he would like to have HRD Cramer prepare a report for the Executive Committee for either their March or May meeting to discuss turnover and staff issues at the Nursing Home since this does have a budgetary impact.

Rep. Gionet moved to accept the ED Report. Rep. Ladd seconded the motion and all were in favor.

New Business

Rep. Townsend stated that he has been honored to be nominated as the Delegation representative to the Grafton County Extension Service Advisory Council and has enjoyed working with them but due to scheduling conflicts and now being a member of the Executive Committee he requested that a new person be nominated to represent the Delegation at the Advisory Council.

ED Clough recommended that Rep. White send out an email to the Delegation to see if anyone is interested.

Rep. White stated that the Executive Committee had never been through the process of filling the Commissioner Vacancy and it has been a pleasure working with staff, especially Executive Director Julie Clough and Admin. Asst. Samantha Norcross. He stated that the process was much easier with the cooperation.

Rep. Gionet stated that as a member of the EC he is thankful for how Rep. White and Rep. Ladd organized and worked through everything.

Rep. Mulholland asked who was going to be the new clerk of the Executive Committee.

Rep. White stated that the clerk of the Executive Committee is appointed by the Executive Committee.

Rep. Mulholland nominated Rep. Sykes for the position of Clerk.

Rep. Sykes stated that if someone else wanted the job they could take it, but if no one wanted it he would take it on.

Rep. Gionet nominated Rep. Smith for the position of clerk. Rep. Smith accepted the nomination.

Rep. Sykes declined the nomination.

Rep. Gionet moved to close nominations. Rep. Mulholland seconded the motion. All were in favor.

Rep. White declared Rep. Smith Clerk of the Executive Committee.

Rep. White thanked Executive Committee for all the work over the last few weeks with filling the Commissioner Vacancy.

Deb Maes from UNH Coop. Extension stated that she is planning on inviting all members of the Delegation to an event in May where UNH Coop. Extension will highlight some of the relationships they have with various components of the County.

Rep. White stated that the next Executive Committee meeting will be Monday March 17th at 9:00 AM.

12:40 with no further business the meeting adjourned.

Respectfully submitted,

Suzanne Smith, Clerk