

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy
North Haverhill, NH 03774
April 8th, 2014

PRESENT: Commissioners Michael Cryans, Martha Richards and Linda Lauer, Executive Director Julie Clough and Admin Assistant S. Norcross.

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

Supt. Oakes arrived to discuss two (2) items that he was looking into for the Commissioners, the first item being the stack testing for the biomass plant. He stated that he received an email from Tom Wilson, Wilson Engineering Services, regarding the stack testing. It is a one time deal and the County will not have to repeat the test each year.

Commissioner Richards asked who does the testing and what does it cost. Supt. Oakes stated that John Gammie from Gammie Air Monitoring is doing a stack test for Sullivan County next month. He stated that the cost of the test is \$5,500 and if we can coordinate the test with Sullivan County's test that will take place in the next month or so, he can provide a discount for both entities as it reduces his travel time.

Commissioner Richards moved to waive bid on the stack testing due to the fact that Gammie Air Monitoring will be doing a stack test in Sullivan County in the next month and the County will receive a discount for the reduced travel time. Commissioner Lauer seconded the motion and all were in favor.

The second issue Supt. Oakes addressed was the Fire Code safety issues in the Nursing Home's 1969 building. Banwell Architects came in on Friday and they agreed that there are issues that need to be taken care of.

There are three (3) phases in the proposed work assessment. The 3rd will need to be put out to bid. Phase one (1) is the investigation and assessment which will cost \$13,650. Supt. Oakes stated these funds will be taken out of encumbered funds. Phase two (2) is bid documents which will cost \$15,650. He stated these funds can come out of their capital account for the lightening project that was not completed last summer because of time conflicts. He recommends that they pull whatever money they need for this project out of that account.

Supt. Oakes stated he would have to add to the capital outlay project for FY15 for whatever he needs to take out for this project.

Supt. Oakes stated that the estimate will be in by April 25th; phase two will be going on until July 1st when it will be put out to bid.

Commissioner Lauer moved to waive bid on the Nursing Home project due to time constraints and accept contract for phase one (1) and phase two (2) with Banwell for \$30,000. Commissioner Richards seconded the motion. All were in favor.

RD Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
April 8, 2014**

March Revenue

County Revenue 3/2009	\$79,919.92	State Revenue 3/2009	\$339,039.31
County Revenue 3/2010	\$69,702.17	State Revenue 3/2010	\$550,008.00
County Revenue 3/2011	\$64,590.75	State Revenue 3/2011	\$472,685.76
County Revenue 3/2012	\$77,217.55	State Revenue 3/2012	\$491,521.92
County Revenue 3/2013	\$64,184.04	State Revenue 3/2013	\$328,493.76
County Revenue 3/2014	\$58,794.91	State Revenue 3/2014	\$468,992.64

Foreclosures

2009 39 year to date
2010 58 year to date
2011 50 year to date
2012 47 year to date
2013 49 year to date
2014 50 year to date

Equipment Surcharge Balance \$132,495.42

CD \$60,835.08
Bank of NH \$71,624.34

Revenue goal FYI 2014 \$950,000.00
7 month actual \$655,842.48
\$294,157.52

1. I testified on HB1122 on 3/4/14 to strengthen the bill. I also attended on 3/18/14 to be available for further questions. This bill passed the house on voice vote and is now with the Senate.
2. The staff and I attended an interactive webinar on upgrades to our recording system AVID. This is a very efficient method of training bringing all users together for questions and comments, without the expense of travel.
3. I was not planning on attending the Annual Fidler Educational Symposium. I have just received the agenda and the topics are so relevant that I have decided to attend. I have the funding in our budget and request a motion for approval of out of state travel.
4. We are hoping that the insulation project in the archival basement vault will be scheduled soon. I have spoken with Jim Oakes and he hopes that this project will happen in April. We need to remove the sheet plastic as soon as possible.

Respectfully Submitted,

**Kelley J. Monahan
April 8, 2014**

Commissioner Richards moved to approve the out of state travel request for Register Monahan to attend the Fidler Symposium from May 19-21st in Iowa. Commissioner Lauer seconded the motion and all were in favor.

RD Monahan gave the Commissioners one of the new job descriptions for the positions that she has requested be upgraded within her department for them to review.

Commissioner Cryans asked if everyone had a chance to read the minutes from the April 1st Commissioner meeting and April 3rd budget meeting.

Commissioner Lauer had one (1) edit on the April 1st minutes. Commissioner Lauer moved to approve the minutes of April 1st as amended. Commissioner Richards seconded the motion and all were in favor.

Commissioner Richards had a couple edits on the April 3rd minutes. Commissioner Richards moved to approve the minutes of April 3rd as amended. Commissioner Lauer seconded the motion and all were in favor.

ED Clough presented the GCDoc Superior Court Report to the Commissioners for their review.

ED Clough stated that the NHAC is setting up a Medicaid Advisory Committee. They are looking for two people from Grafton to be on that committee. The Commissioners agreed that NHA Craig Labore and HSA Nancy Bishop would be two very knowledgeable people to represent Grafton County.

ED Clough stated that Brien Ward had come to see her to discuss the River District Redevelopment for the town of Littleton. She stated that they are looking for a Tiger Grant which they need letters of support for and were wondering if the Commissioners would be willing to write a one on their behalf. The Commissioners agreed to write the letter in support of the grant but would like to get more information on the project as a whole.

ED Clough stated that they received news that the health insurance rates for fiscal year 2015 will be decreasing 2.4% rather than going up 11.9%. She stated that favorable revisit rating is largely driven by a reduction in claims costs in the second half of 2013 and a much lower rating trend assumption.

*10:18AM - Commissioner Lauer moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). Commissioner Richards seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Cryans "yes"; Commissioner Richards "yes" Commissioner Lauer "yes"; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

*10:57 AM- Commissioner Cryans declared the meeting back in public session.

Commissioner Lauer moved to permanently seal the minutes from the just completed non-public session in the event they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Richards seconded the motion and all were in favor.

ED Clough stated that they are scheduled for the 10th and 17th of April to do budget wrap ups but they will not have the info from Supt. Oakes on the capital project in the Nursing Home till the 25th . There are five (5) Tuesdays in April and ED Clough suggested that on the 29th after they have received Supt. Oakes information the Commissioners wrap up the budget.

Commissioner Richards stated that she and Commissioner Cryans attended the annual meeting of the Grafton County Senior Citizens Council in Lebanon. She stated that there was over \$800,000 in federal and state cuts to the GCSCC funding.

Commissioner Richards stated that she will not be able to attend the Conservation District Annual Meeting and she will be away May 1st - 8th .

Commissioner Lauer stated that she went to the parenting class graduation at the Department of Corrections on Sunday. There were six (6) graduates. She went on to state that she had the opportunity to talk to the graduates afterwards.

Commissioner Lauer stated that the Woodsville food pantry will probably be closing. The reason is questionable right now. She stated they don't know when or what will happen.

Commissioner Richards stated that she would like to hold a meeting at the Nursing Home in the near future.

Commissioner Cryans stated that at the NHAC they handed out a presentation on governance and will bring it in to make copies for everyone. He stated that he didn't think there was anything major that we weren't doing. Some counties were very vocal on issues they were having with their delegation.

11:09 AM With no further business the meeting adjourned.

Respectfully submitted,

Linda D. Lauer, Clerk