

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

August 5th, 2025

PRESENT: Commissioners Piper, McLeod, Hedberg, Assistant County Administrator Elsholz and Administrative Assistant Norcross

OTHERS: Department of Corrections Superintendent Lethbridge, IT Director Tetreault, Sheriff Myers, Captain Hamilton, Register Monahan, Nursing Home Administrator Labore, HR Director Clough, Rep. Bjelobrk

Commissioner McLeod called the meeting to order at 9:00 AM.

Agenda Items:

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the July 29th meeting.

Commissioner McLeod had the following edits:

- Page 1: She changed the sentence "The Commissioners thanked them for coming in and were all in agreement to fund their request" to read "The Commissioners thanked them for coming in and were all in agreement to fund their request from the Opioid Abatement Funding"
- Page 4: She changed the sentence "Commissioner McLeod was opposed" to read "Commissioner McLeod was opposed as this is still only in draft form and she feels this should be done when it is finalized"

Commissioner Hedberg added the following correction she had made under the approval of the 7/22 minutes:

- Page 2 – She added:

Commissioner Hedberg had the following edit:

Page 4, Paragraph 1 – She changed the sentence "They did not look at it from the potential financial risks" to read "They looked at it from the potential financial risks"

MOTION: Commissioner Piper moved to approve the minutes from the July 29th meeting as amended. Commissioner Hedberg seconded the motion and all were in favor.

DoC Superintendent Lethbridge arrived with a bid waiver request

Supt. Lethbridge stated that they received approval to upgrade the door control computers as well as upgrading cameras in the facility using ARPA interest. He noted that the cameras will be an ongoing multi-year project until all the old analog cameras have been replaced. Supt. Lethbridge explained that Cornerstone is the company that installed the system originally and has done the upgrades overtime. They are the only company to work on this system and therefore he is looking for a bid waiver to make this purchase

MOTION: Commissioner Hedberg moved to waive the bidding process and purchase new door control computers for \$179,477.00 and eight (8) new cameras, along with associated backend equipment and installation for \$30,144.50 through Cornerstone. Commissioner Piper seconded the motion and all were in favor.

Agenda Items:

1. The Commissioners signed check registers 1012-1015, 2025-08.01.2025.
2. The Commissioners signed the necessary bank paperwork associated with the Tax Anticipation Note.
3. The Commissioners signed the following NH DRA Forms
 - MS-46
 - Livermore MS-636, MS-232
4. Encumbrances – Asst. CA Elsholz stated that the encumbrances that were approved last week had an error in the formula on the spreadsheet. The encumbrances did not change but the amount did. There is an increase of \$10,422.24.

MOTION: Commissioner Hedberg moved to approve an addition to the FY25 encumbrance requests of \$10,422.24 for a total of 164,092.24. Commissioner Piper seconded the motion and all were in favor.

5. The Commissioners signed a CDFA Close-Out Certification.
6. The Commissioners reviewed the Superior Court Report for the month of July.

IT Director Tetreault arrived to discuss Virtual Meetings.

Asst. CA Elsholz stated that at the last meeting the Commissioners requested IT Director Tetreault come in to discuss virtual meetings. IT Director Tetreault stated that they had previously discussed the room layout and there is not much they can do with the layout. The current layout is the best set up for the room. He noted that the current software does not allow for additional cameras as well. Commissioner Hedberg stated that IT Director Tetreault was going to look into the YouTube channel. IT Director Tetreault stated that the YouTube channel is built but stated that it is important to note that the meeting minutes are the official record of the

meeting and not the recording. Commissioner Piper noted that the ability to go back online is independent of their posting the recordings on YouTube. She stated that all they are waiting on is rules of procedure to be looked at by CA Libby and then legal counsel. Commissioner McLeod asked why they needed to wait on that. Commissioner Hedberg noted that in the Rules of Procedure it was stated that they would have virtual meetings and out of respect for Commissioner McLeod's concerns about virtual meetings, they were waiting to go back to virtual meetings until the Rules and Procedures were put in place. Both Commissioner Piper and Commissioner Hedberg stated that they are happy to go back online meetings without the Rules of Procedure being approved but one of the concerns from Commissioner McLeod was that they did not have the right rules for online meetings. Commissioner McLeod stated that she does not think the meeting procedures have much to do with the virtual meetings. Commissioner Hedberg noted that the virtual meeting policy was included in the Rules of Procedure.

IT Director Tetreault reviewed his final draft policy for virtual meetings. He stated that he would suggest that if they go back to virtual meetings that they do not post on YouTube yet as they are not ready for that piece. The Commissioner reviewed the draft policy for virtual meetings and discussed it with IT Director Tetreault.

Commissioner Piper asked if they were able to go back to virtual meetings starting next week. Commissioner McLeod stated that they can start meetings back up next week with the intention being to follow this policy. Asst. CA Elsholz noted that audio recordings will still be available.

Commissioner Hedberg asked how they would go about reviewing the videos for YouTube. IT Director Tetreault explained Admin. Asst. Norcross is already taking care of the audio recordings of the meetings and therefore she would review the videos to post on YouTube as well.

MOTION: Commissioner Hedberg moved to resume virtual access to meetings on August 12th using the draft Virtual Participation policy, until it is approved.
Commissioner Piper seconded the motion and all were in favor.

Register Monahan

Register Monahan reviewed a spreadsheet of their monthly revenue with the Commissioners.

Register Monahan presented the attached two (2) letters, one (1) addressed to the three (3) Commissioners and the second letter addressed to Commissioner Piper.

Commissioner McLeod first addressed Register Monahan's letter to Commissioner Piper and stated that they need to be careful about what they discuss in nonpublic sessions, noting that it should not be discussed in public. She stated that she had asked Asst. CA Elsholz to look into this and make sure they understand the rules. Commissioner Hedberg noted that she had cited an RSA relating to that in the Rules of Procedures.

Commissioner McLeod addressed Register Monahan's letter to the three (3) Commissioners and stated that she thinks part of what they were trying to do by putting the agendas online is to let people know ahead of time what will be discussed during their meetings, so they could bring their comments to the meeting. Commissioner Hedberg stated that regarding new and old business, many people have that on their agendas. Since she has been here, if they have new business, they have it put on the agenda. She stated that old business is not listed but they have brought it up under Commissioner issues. Her understanding is that the agenda would be new and old business from the Commissioners or administrative staff, but she stated that it is something to consider. Commissioner Piper stated that P. Varcek was informed that comments only pertain to the agenda, but he was invited to make his comment about the courthouse. He chose to wait until August 12th to make those comments. Commissioner McLeod stated that he was told about the EH Danson report on the website.

Commissioner McLeod then noted concerns about the location of the courthouse information on the website and people not being able to easily find it. Admin. Asst. Norcross stated that the link to the courthouse project was on the home page. The Commissioners further discussed it and asked that a second link be added to home page.

Commissioner Piper made a comment on the memo addressed to her by Register Monahan accusing her of violating 91-a. She stated that the comment she made was in reference to a request by Register Monahan regarding ARPA bonuses a few years ago. That was the discussion they have had many times. She noted that CA Libby had previously offered a correction of that the last time it came up about how much was awarded to all employees that were here on-site during COVID. Commissioner Piper stated that this was something that had been public.

Sheriff Myers and Captain Hamilton arrived

Asst. CA Elsholz stated that there was a minor change to the form for the Northern Shield Grant. The Commissioners had approved the grant previously and Sheriff Myers needs them to sign the updated forms. Sheriff Myers explained that now the grant is not just for overtime, it now incorporates buy money. The Commissioners signed off on the updated form.

Sheriff Myers stated that they found a program similar to the Lexis Nexis that Dispatch uses. She explained that is run by TransUnion and it would allow the Sheriff's Department to run individuals through this system to get their last known addresses, in an effort to chip away at their warrant list. Sheriff Myers noted that they have brought the warrant list down below 400 and are looking to keep making progress on that. She stated that Lebanon and other local agencies use this program as well. There is a \$100 monthly fee that would allow up to 150 transactions per month and it will give the basic information. The program does not give criminal history and does not affect the individuals' credit. Commissioner Hedberg asked what happens if a warrant shows their last known address is out of state. Sheriff Myers stated that it depends on what the charges are, if they would then extradite this person. She noted that there are funds available for this and it would come out of their investigations line.

MOTION: Commissioner Hedberg moved to approve the contract with TransUnion and give Sheriff Myers authority to sign the contract. Commissioner Piper seconded the motion and all were in favor.

Register Monahan stated that she has listened to the public regarding the courthouse project and they would like to know time and location of the public hearings. Commissioner McLeod stated that the public hearings are connected to the bond piece of the project. The Commissioners need to discuss if they are going to recommend the project move forward to the Delegation and then the next steps would be public hearings. Commissioner Hedberg stated that next week they will discuss whether the Commissioners want to move the project forward to the Delegation.

Commissioner's Issues:

1. Commissioner Hedberg stated that she received an email last week from the Bristol Chief of Police wondering why he did not get a survey from MRI and later found out that it had gone to his spam folder. She stated that she wonders if that has happened with others as well because Don Bliss from MRI had stated he did not receive many responses.

Nursing Home Administrator Labore arrived and gave the following report: *(see attached)

NHA Labore noted four (4) covid cases among staff. The nursing home is testing two (2) floors out of precaution, but they have timed it where they don't feel the exposure to residents is possible. He further explained that with the current variant, symptom onset to date testing positive is roughly four (4) days, which is longer than previous cases they have seen. NHA Labore noted that he feels they will get close to 130 for a census once they receive all the beds that they have ordered. They are tracking where they need to be currently for the census.

Commissioner McLeod asked NHA Labore about the Medicaid changes at the federal level and if he has any concerns. NHA Labore explained that he does not think it will impact the Nursing Home as much financially because they still have their bed tax payments. New Hampshire has been grandfathered in with those payments. He noted that the potential impact is prolonged Medicaid pending cases.

Commissioner Memo Request Re: FY26 Mattress – NHA Labore stated that they are asking for a bid waiver and award the purchase to WCW for the purchase of twenty (20) mattresses. He explained that this mattress continues to be excellent quality, and this request is to ensure they have uniformity with their mattresses in the nursing home.

MOTION: Commissioner Piper moved to accept the Nursing Home Administrator's request to waive the competitive bidding process in order to purchase twenty (20) alternative pressure relieving mattresses with pumps from WCW. Fourteen (14) of these mattresses will be standard flat mattresses; six (6) will be sided bolstered for resident safety. Commissioner Hedberg seconded the motion and all were in favor.

Chief Kevin Pierce – Plymouth Fire

Chief Pierce presented the attached packet that discusses the issues with Emergency Medical Services in the greater Plymouth area and his proposed solution.

Commissioner Piper stated that this is an extremely worthy project and is an opportunity to assist people who need it and make their county a better place. She stated that the County does have funds that are non-Grafton County taxpayer funds with ARPA interest funds and LATCF funds. Commissioner McLeod noted that she did not think they could find a way to use Opioid Abatement Funds for this. Commissioner Hedberg stated that she knew they had money that they did not need to raise from taxpayers. This is an emergency for their county residents, and she hopes they can find money to help this. Chief Pierce stated that he wanted to meet with the Commissioners to see if there is an opportunity for the County to assist them in getting up and running. He would then propose this to the rest of the towns in the fall. It brings sustainability and efficiency to their rural towns. He noted that the Commissioners do not need to decide immediately. Commissioner McLeod stated that she also feels as though they need to meet with Don Bliss from MRI as well once the EMS Study is complete, as there may be other areas in this same issue as well. Commissioner Hedberg stated that they would like to get a consensus to see what funds might be available. She suggested also meeting with Don Bliss as well. She stated that she would like if the Commissioners could tell Chief Pierce that they cannot promise funding, but they are committed to trying to help in whatever way they can. Chief Pierce stated that his goal is to go to town meeting in March with a proposal. If they can create a fire district and everyone shares the system, they can save money as well. The Commissioners asked Asst. CA Elsholz if she could reach out to Don Bliss from MRI to get an update on that study. The Commissioners thanked Chief Pierce for his time and that they would look further into his request.

HR Director Clough arrived and gave the following report*(see attached)

Non-Public Session per RSA 91-A:3, II (a)

MOTION: * 12:04 PM Commissioner Hedberg moved to enter a non-public session for the purpose 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 (a). Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner McLeod called the roll. Commissioner Piper said, "Yes", Commissioner Hedberg said, "Yes," and Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the board voted "yes" and would now go into non-public session.

*12:20 PM Commissioner McLeod declared the meeting back in public session.

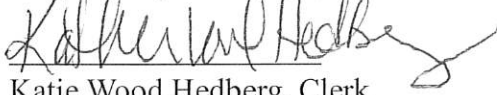
Grafton County Commissioners' Meeting

August 5th, 2025

Page 6 of 7

12:20 PM With no further business, the meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Katie Wood Hedberg", written over a horizontal line.

Katie Wood Hedberg, Clerk



**Grafton County New Hampshire
Register of Deeds**

Kelley J. Monahan/Register

3855 Dartmouth College Hwy., Box 4 • North Haverhill, NH 03774

Tel: 603-787-6921 ~ Fax: 603-787-2363

kmonahan@co.grafton.nh.us



August 5, 2025

Dear Commissioners,

I respectfully request consideration of the following for your procedures policy in effort to allow the public to express their concerns.

- Add New Business to the agendas
- Add Old Business to the agendas
- Set aside one meeting per month to dedicated to listening to the concerns of the people of Grafton County
- Study the laws that apply to your positions and consider your overreach of authority and potential unlawful behavior which could result in damage to the people of Grafton County.

Respectfully submitted,

A handwritten signature in black ink that reads "Kelley J. Monahan".

Register of Deeds Kelley J. Monahan



**Grafton County New Hampshire
Register of Deeds**

Kelley J. Monahan/Register

3855 Dartmouth College Hwy., Box 4 • North Haverhill, NH 03774

Tel: 603-787-6971 ~ Fax: 603-787-2363

kmonahan@co.grafton.nh.us

www.nhdeeds.com



August 6, 2025

To: Commissioner Wendy Piper

- Considering your long pattern of disregard for the rule of law and your inability to keep privileged information confidential.
- Considering your past behavior of targeting me for your wrath and the spread of misinformation via the official minutes of Grafton County Commissioner meetings.
- Considering your egregious violation of 91a policy on nonpublic sessions in an attempt to tarnish my reputation as witnessed by me and others at the Republican booth at the Orford Flea Market Saturday August 2, 2025

I am filing a complaint with the New Hampshire Attorney Generals Office of Public Integrity that outlines the eight years of abuses of law and targeted harassment of another elected official.

The intent of this notice today is to respectfully request your immediate resignation from the office of Commissioner of District 1.

Register of Deeds Kelley J. Monahan

A handwritten signature in black ink, appearing to read "Kelley J. Monahan".

Grafton County Nursing Home Commissioner's Report: August 5, 2025

Census

Medicare: 5
NH Medicaid: 71 (6 Pending)
VT. Medicaid: 20 (2 Pending)
VA: 8
Hospice: 0
Private: 20
Total Census: 124

FY '26 Budgeted Census

Medicare: 4
NH Medicaid: 73
VT. Medicaid: 21
VA: 8
Hospice: 0
Private: 18
Budgeted Census: 124

Monthly Admissions/Discharges

Admissions: 8
Deceased Residents: 4
Discharges: 1

Other Topics:

- 1) Commissioner Memo Request Re: FY '26 Mattress Order**



Town of Plymouth Fire • Rescue Health Department

42 Highland Street • Plymouth NH 03264



Kevin Pierce, Fire Chief

Business (603) 536-1253 • Fax (603) 536-0035 • Emergency 911

Dan Doucette, Deputy Chief

8/5/2025

Grafton County Commissioners
Grafton County, New Hampshire

Dear Commissioners,

Thank you for allowing me to present to you regarding Emergency Medical Services in the greater Plymouth Area. As you are aware, on Wednesday, July 9th, I was notified by Lakes Region Mutual Fire Aid that Warren–Wentworth EMS had notified them that they had shut their doors and put Plymouth on automatic aid. On July 15th, the towns of Warren and Wentworth agreed to a temporary contract for EMS services with the Town of Plymouth. This agreement is in place until March 31, 2026, allowing the communities to get through their town meetings.

This contract allows Plymouth Fire–Rescue and the towns of Warren and Wentworth the time to develop a more effective and stable plan for long-term EMS services, which will be presented to the listed towns at their town meetings. Since then, the town of Rumney and I have been working on a plan to stabilize EMS for this additional response area.

Presently, Plymouth Fire & Rescue is contracted with the following towns for Emergency Medical Services transport: Holderness, Rumney, Ashland (5 pm to 8 am only), East Bridgewater, East Dorchester, and, as of the 15th, Warren and Wentworth. With all included, this is eight communities serviced by Plymouth Fire–Rescue. **In total, Plymouth Fire & Rescue services 233.1 square miles for ambulance/EMS coverage. These square miles contain an estimated 14,235 Grafton County residents who are protected by 14 career EMS providers and 10 call EMS providers, utilizing two ambulances.**

If I had to define a problem statement, the above paragraph would be that statement. 233.01 square miles covering 14,235 annual residents, not including the increase during tourism months, with only 14 career personnel and two ambulances, is not sustainable. Simply put, with Plymouth now serving Warren and Wentworth, our coverage area is very expansive.

I propose regionalizing EMS for the western service area of Plymouth. It has become apparent that the smaller communities in Grafton County cannot afford to have or fund an EMS service on their own. For Plymouth to commit to these western communities long-term is not realistic, as we are already fighting against geography and limited resources within a taxed EMS system.

I proposed that Plymouth Fire-Rescue create an EMS division stationed in Western Rumney. This resource would be stationed in West Rumney and have two providers assigned to it 24/7. All personnel would be employed by the Town of Plymouth/Plymouth Fire-Rescue. They would be career EMS providers under the (Group One) retirement system. This station would be responsible for EMS for Rumney, Warren, Wentworth, and East Dorchester.



Town of Plymouth Fire • Rescue Health Department

42 Highland Street • Plymouth NH 03264



Kevin Pierce, Fire Chief

Business (603) 536-1253 • Fax (603) 536-0035 • Emergency 911

Dan Doucette, Deputy Chief

Rumney currently has an ambulance available, but there are not enough EMS providers in Rumney to ensure a timely response. Hiring career personnel would ensure the system has a core group of providers that could be backfilled with per-diem and call staff. This system would be regulated, licensed, and operated through the existing Plymouth system. They would be housed at the 'old rest stop' located in West Rumney.

The benefit of stationing an Ambulance with a career/ staffed crew in West Rumney is the reduced response time to the western towns. This reduction of 15 minutes (on average) ensures quicker medical attention for an aging population in this geographical area. As stated before, we are fighting geography. From the Plymouth station to the center of Warren, we are seeing 32-minute response times, and 23 minutes to the Wentworth town center in good weather. This is one of the challenges that we are attempting to correct.

These new resources would also benefit the broader region, as we currently have limited EMS resources to support the communities. Operationally, when a fire, or a motor vehicle accident with multiple patients, or other incidents occurred, we were able to utilize Warren-Wentworth's EMS resources. Since they have gone out of business, all communities' fire departments have realized we have a large operational void with no ability to fill it, including Plymouth.

Finances.

In producing a budget for a West Rumney station, I have found that annual operating expenses would be \$940,924.00. Each town would supplement the operating budget by \$313,364.33 for the three communities. If split between four communities \$235,231.00. This is possible without creating a growing tax burden on these communities. The initial start-up costs are where I struggle to find the necessary funds, estimated at \$300,000 - \$500,000. I have identified a location where the town of Rumney is willing to work with us; however, the challenge lies in modifying the existing structure. This type of investment, in addition to the operating costs, would tax the communities involved beyond the means of the taxpayers.

Can the County invest in this new system to help offset the start-up costs? Housing this EMS system in West Rumney allows for the potential to expand its service area without incurring an unrealistic response time to Groton, Hebron, and other parts of Grafton County. This model is designed to provide long-term stability and invest in the safety of its residents and visitors, while also potentially addressing a historic problem in the region and pioneering a solution for the rest of the county and State.

Thank you for your time and for allowing me to meet with you.

Respectfully,

Kevin Pierce
Fire Chief

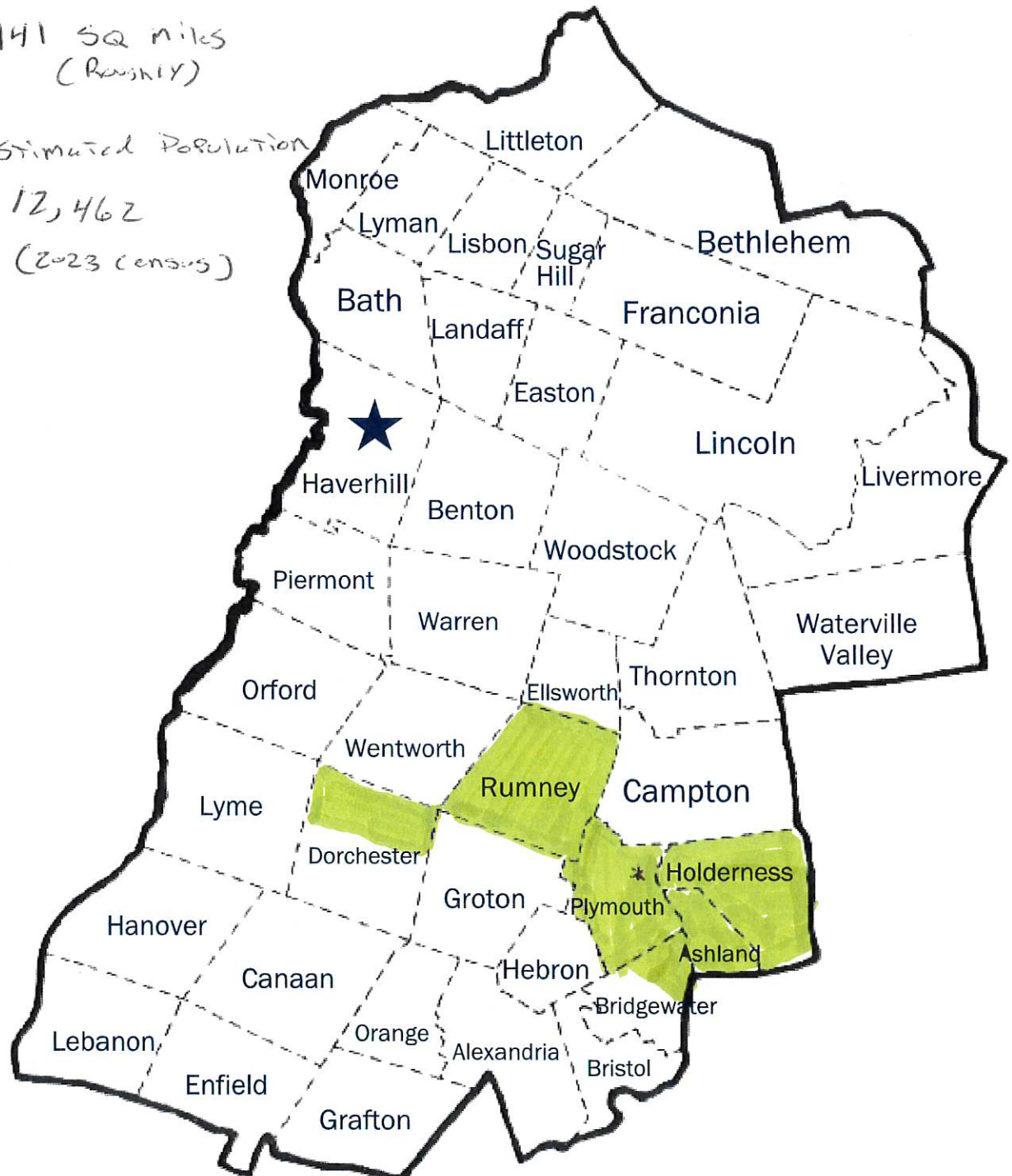
Plymouth EMS Coverage Area
Prior July 9th 2025

Grafton County Locations

141 SQ miles
(Roughly)

Estimated Population

12,462
(2023 census)

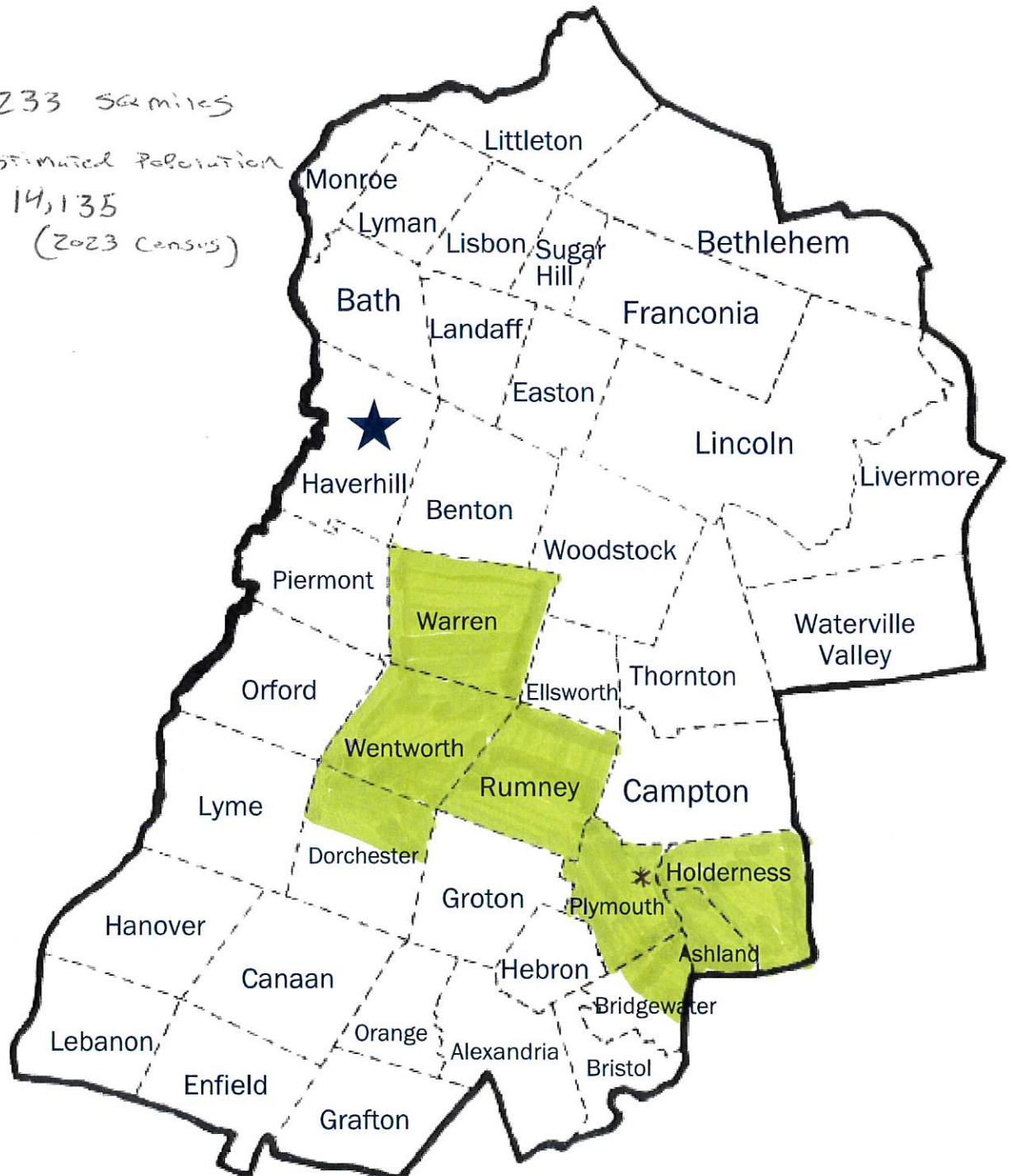


County Seat: North Haverhill
Founded in 1769

PLYMOUTH EMS Coverage Area
Post July 9th 2025

Grafton County Locations

233 sq miles
Estimated Population
14,135
(2023 census)

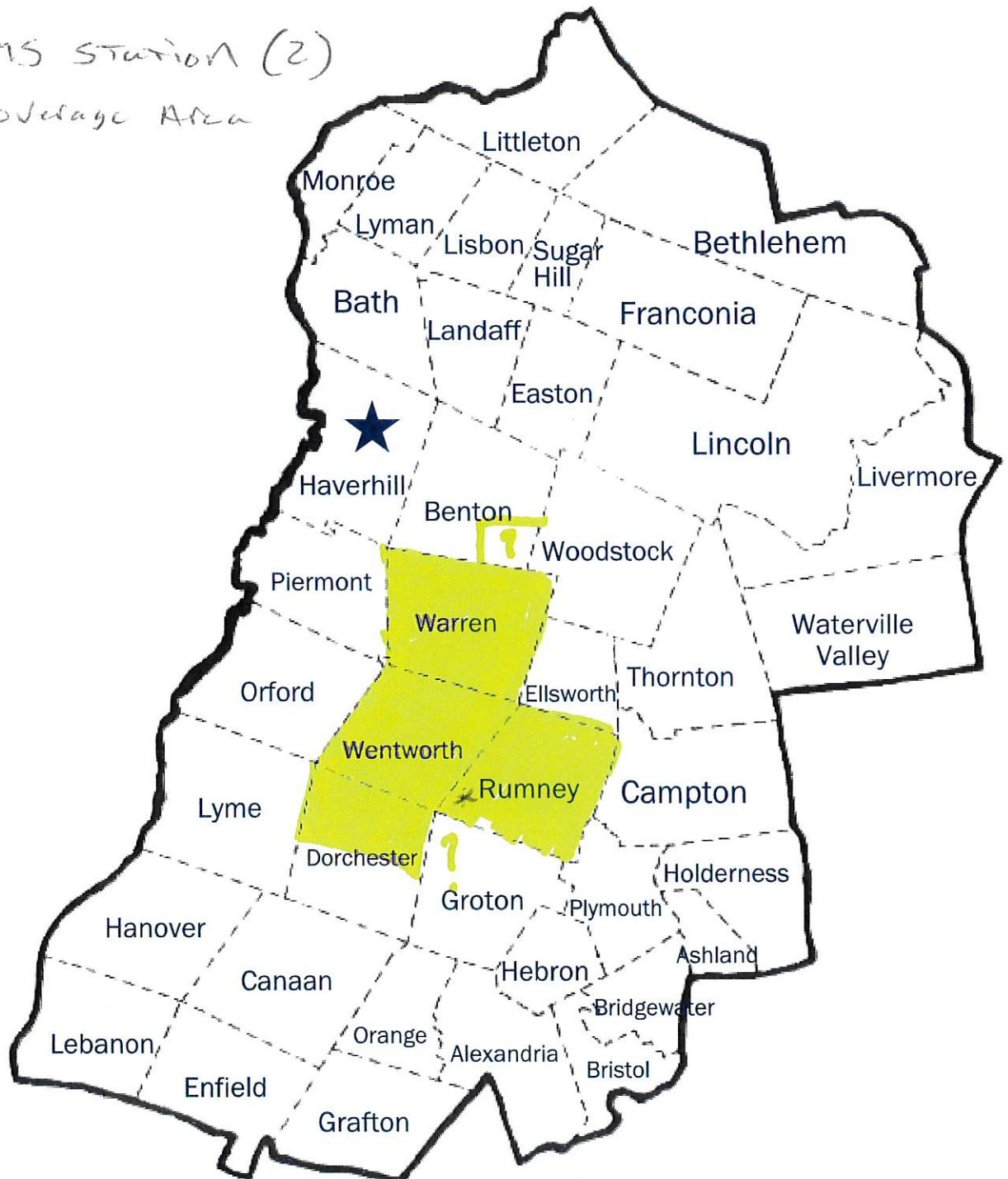


County Seat: North Haverhill
Founded in 1769

Grafton County Locations

EMS Station (2)

Coverage Area



County Seat: North Haverhill
Founded in 1769

A 2926 Moosilauke Rd, Rumney, NH 03266

8 min , 6.2 miles

B 7 Atwell Hill Rd, Wentworth, NH 03282

Light traffic

Via NH-25, NH-118



A 2926 Moosilauke Rd, Rumney, NH 03266

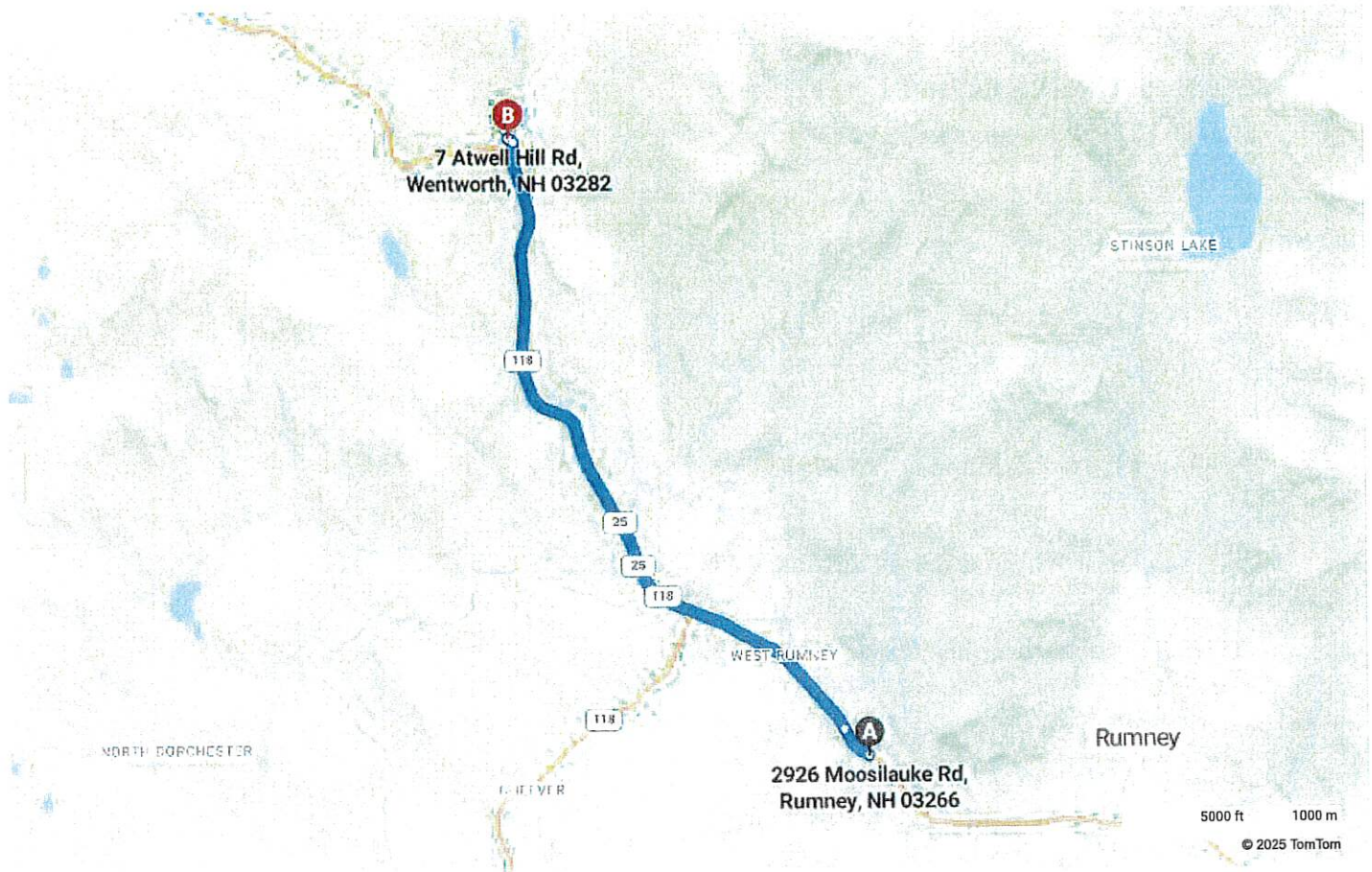
↑ 1. Leave from **Rumney Route 25/NH-25** 0.3 mi

↑ 2. Follow **Rumney Route 25/NH-25** 5.9 mi

↙ 3. Turn left onto **Atwell Hill Rd** 272 ft

4. You have arrived at **Atwell Hill Rd**

B 7 Atwell Hill Rd, Wentworth, NH 03282

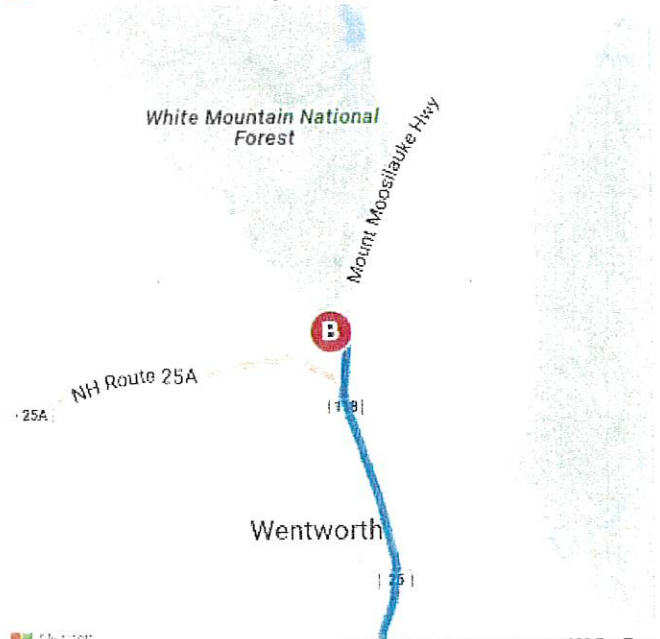


A 2926 Moosilauke Rd, Rumney, NH 03266



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B 7 Atwell Hill Rd, Wentworth, NH 03282



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A 2926 Moosilauke Rd, Rumney, NH 03266

13 min , 10.2 miles

B 19 Water St, Warren, NH 03279

Light traffic

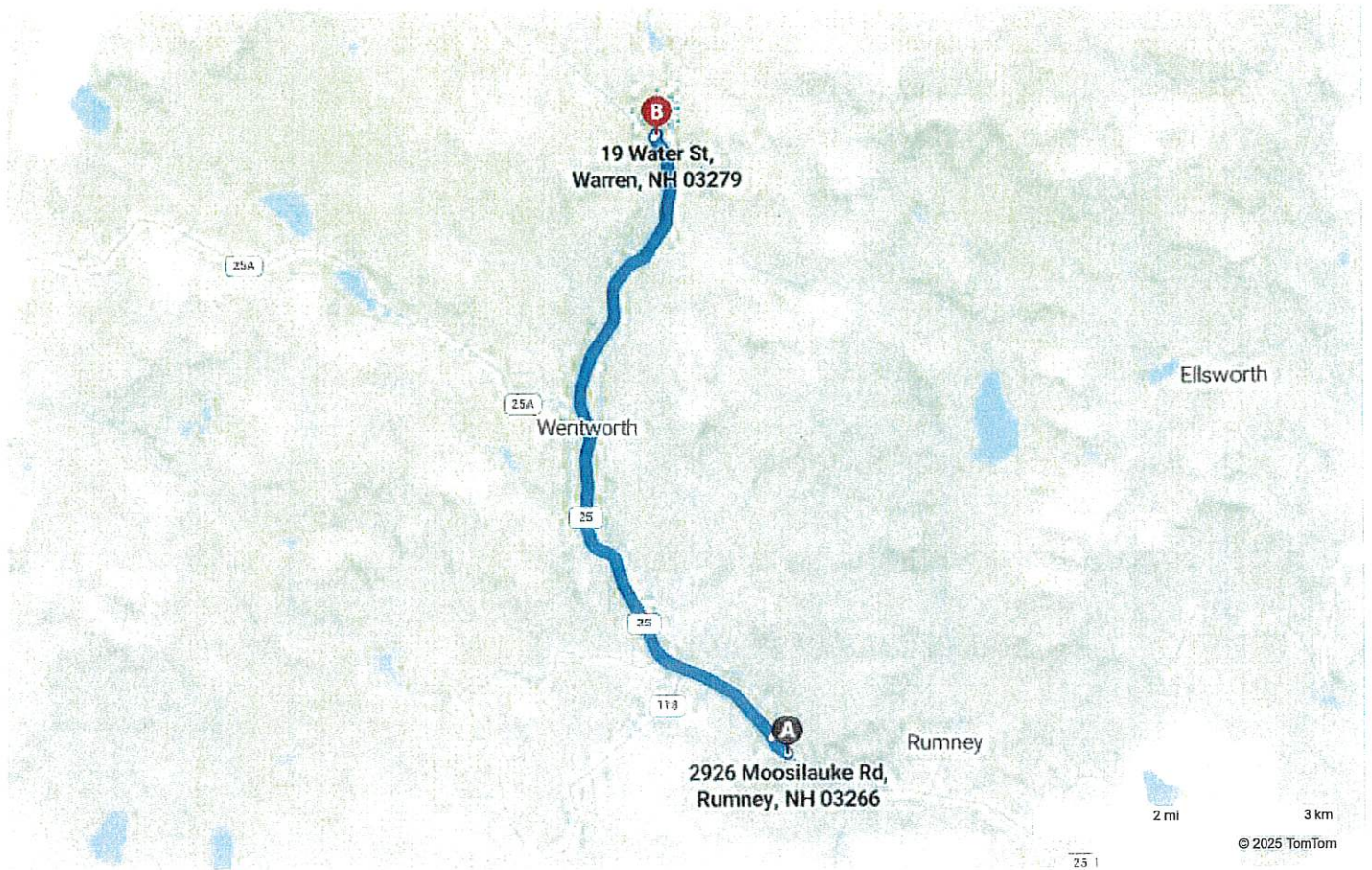
Via NH-25, NH-118



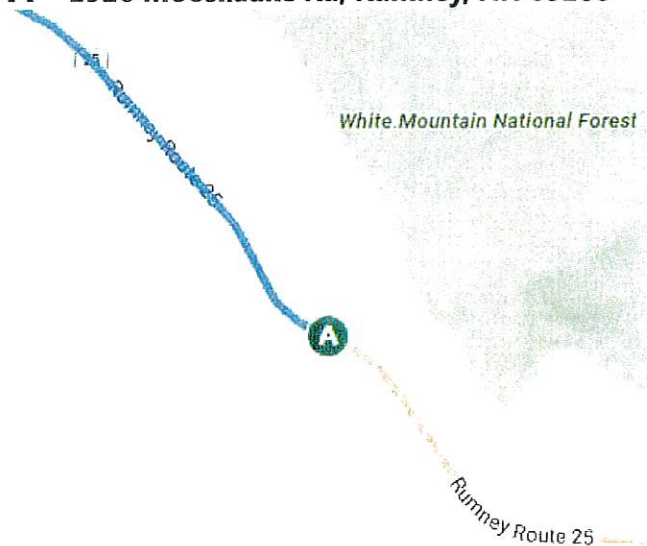
A 2926 Moosilauke Rd, Rumney, NH 03266

- ↑ 1. Leave from **Rumney Route 25/NH-25** 0.3 mi
- ↑ 2. Follow **Rumney Route 25/NH-25** 9.6 mi
- ↙ 3. Bear left at **Lake Tarleton Rd/NH-25C** 0.2 mi
- ↘ 4. Turn right onto **Water St** 312 ft
5. You have arrived at **Water St**

B 19 Water St, Warren, NH 03279



A 2926 Moosilauke Rd, Rumney, NH 03266



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B 19 Water St, Warren, NH 03279



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EMS Station Operating Budget

Personnel

Salary: \$24 - 42 hours	52000 x 8 : \$416,000
Admin Salary/ 10%	\$20,029
NHRS-1	7500 x 8 : \$62,400
FICA/MEDI	4,500 x 8: \$36,000
Health - 2 Person	30,000 x 8; \$240,000
Dental- Family	1500 X 8 : \$12,000
Life & Disability	500 x 8: \$4,000
Total Personnel Costs	\$791,000

Operating Costs

Overtime -V/S/T wages coverage	\$78,984
Uniforms	\$10,400.00
PPE	\$2,500.00
Training - AEMT Tuition	3,200
Pager - 2	1,500
Heat/propane	2,500
Electricity	5,000
Internet	1,320
Phone Line	1,500
Medical Billing - MBS	3,000
IT - Suzor	2,000
First Due - Reporting	3,000
Fuel	4,320
Tires	3,000
Office Supplies	1,000
Computer - Printer	2,000
Medical Replacment Supplies	7,000
Linen	1,200
Ambulance Repairs	5,000
Equipment Maintenance -Contract	5,000
Building Maintenance	6,000
Total Operating Costs	\$149,424

TOTAL ANNUAL OPERATING **\$940,924.00**

Start UP Costs

Cardiac Monitor	\$30,000
Vent	\$15,000
Lucas Device	\$22,000
IV Pump	\$1,500

8 Pagers	\$5,600
2 Portables	\$11,000
PPE	10,000
Building Modifications	150,000
Garage Construction	\$100,000
Total Start Up	\$345,100

Total Start Up & Operating

\$1,286,024

Grafton County Human Resources Report
Karen Clough, Human Resources Director
August 5, 2025

HR Activity Report (06/03/2025-08/05/2025)

• ***New Hires***

Department	#	Position(s)
Nursing Home	6 (1 PT, 2 Per Diem, 2 FT)	2 Per Diem LNA, 1 PT Dietary Aide, 2 FT LNA, 1 FT Staffing Coord.
Corrections	7 (5 FT, 1 PD, 1 PT)	2 FT RN, 1 PD RN, 3 FT CO's, 1 PT Cook
Sheriff's Office	1 (1 FT)	1 FT Dispatcher
Commrs' Office	1 (1FT)	1 FT IT Director

Separations

Departments	#	
Nursing Home	8 (2 PT, 5 FT, 1 PD)	2 PT Dietary Aide, 3 FT LNA, 1 Per Diem LNA, 1 FT Activity Aide, 1 FT Staffing Coord.
Maintenance	1 (1 FT)	1 FT Custodian
Conservation Dist.	1 (1 FT)	1 FT Office Manager
Sheriff's Dept.	1 (1 FT)	1 FT Comm. Supervisor

Reasons:

Resigned personal reasons/no reason- 3
Termination – 2
Deceased -
New job/career change – 3
Relocated –
School –
Retirement – 2
Not Reappointed -
Not meeting Per Diem / Part Time Requirements - 1
Other –

Status Changes/ dept transfers: 1 FT RN to Per diem

Active Leave of Absences June 3 to present

Department	#	
Nursing Home – Nursing	17	(9 are intermittent, 11 for self, 6 for family)
Nursing Home – Non-Nursing	11	(10 are intermittent, 8 for family, 3 self)
County Atty's Office	2	(2 intermittent, 2 self)
HR Department	2	(1 intermittent, 1 family, 1 self)
Department of Corrections	3	(1 intermittent, 2 family, 1 self)
Commissioners Office	2	(1 intermittent, 2 self)
Alt. Sentencing	1	(1 intermittent family)
TOTAL	38	

Scheduled to orient 08/06

1 FT Scheduling Coordinator
1 FT Dietary Aide
1 Per Diem RN

Current Jobs posted/advertised

LNA's/Unit Aides (17.55 FTE's vacant)
RN/LPN (7.75 FTE's vacant combined)
MNA
Skilled Maintenance Asst.
Custodian
Activity Aide
Laundry Aide
Dispatcher

Other Business: Working on updates to Employee Handbook, Currently in negotiations with Teamsters for Sheriff's Department, Next LNA Class scheduled to start August 16th