

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy.
North Haverhill, NH 03774
Tuesday November 13, 2012

PRESENT: Commissioners Cryans, and Ray Burton, Director Clough and Secretary Martino. Commissioner Ahern arrived at 1:00 PM

OTHERS: Harold Brown (Intermittently)

County Attorney Lara Saffo arrived

11:00 AM Commissioner Cryans called the meeting to order and the Pledge of Allegiance was recited.

Commissioner Cryans offered congratulations to Atty. Saffo for her win in the recent election. He also noted that both he and Commissioner Burton would be returning as Commissioners and that Martha Richards would be now representing district 3. Kelley Monahan would return as Register of Deeds, Doug Dutile as Sheriff and Becky Wyman as Register of Probate. Bonnie Parker was newly elected as Grafton County Treasurer. Grafton County picked up one additional delegate making the total now 27, all of which can be seen on the NH Secretary of State website.

Atty. Saffo publically recognized Sabra Carroll of the Victim Witness office on her recent award as Count Attorney employee of the year at the NHACo Conference. She also praised the Maintenance Dept. for the excellent work they were doing on the office remodel.

Atty. Saffo presented her report to the Board *(see attached) and reviewed it with them.

Atty. Saffo stated that Wayne Fortier will be receiving an award for his work with Child Advocacy on November 17, at the Common Man in Plymouth.

On February 22nd there will be a state wide Mental Health Court Training which will be hosted at the PSU ice arena.

Atty. Saffo presented a grant application request for Mental Health Court case management through Genesis to be held in the Plymouth area. The money will come from the Justice Grant program and will help to pay for case management through the end of the year. The total grant request is \$41,615.85.

Commissioner Burton asked how the people were referred to the program and Atty. Saffo explained the various ways which included observation by another person or entity. The person would have to be agreeable and the judge would then assign them.

Commissioner Burton moved to approve the grant application, authorizing Atty. Saffo to sign the application, which was seconded by Commissioner Cryans. All were in favor.

Register of Deeds Kelley Monahan arrived with her report. Revenues are steady and on track while foreclosures are on the downswing. RD Monahan is keeping abreast of the housing activities.

Although RD Monahan was reelected for another two years, the Register in Cheshire and Deputy in Strafford County were not so fortunate.

Commissioner Burton moved to approve the minutes from October 30, 2012 which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

The dedication of the Annual Report will be held at the Commissioners' meeting on the 27th of November.

There will be no Commissioner meeting on the 4th of December.

The Grafton County employee holiday gathering will be held on the 20th of December at the Nursing Home.

Director Clough responded to Commissioner Burton's request to find out whether or not there had been extenuating circumstances that caused an employee's educational assistance application to be tardy in getting to the Commissioners. Director Clough said that she had emailed the employee who replied that she was unsure as to whether or not she would actually be taking the class and that her time on the road prevented her from getting the application in on time. Director Clough said the employee had been cautioned that a late application could be denied and noted that a dropped class would not have affected the submission of an application as the payment is not made until the class has been completed anyway. She said she felt it was important that employees are accountable for their action and did not think the reason was an acceptable one as the employee had been counseled the first time their application was late.

Commissioner Burton moved to approve the educational assistance application. There was no second to the motion.

After the town of Rumney had been advised in writing that the County would not waive the 90 day termination notice on their dispatch contract and were billed \$3,398.20 for the time from July 01 until their contract expired they decided not to pay the amount that they contractually owed. The check they sent covered a period of only 11 days and was short \$2,953.25. A letter from the Selectboard stated that if the Board of Commissioners would like to discuss this matter they would be available. The Commissioners thought it would be a good idea if the Selectmen met with the Board to discuss the matter in person.

Director Clough said that she had met with a representative from a company called SpyGlass who works with businesses to find discrepancies in their telecommunication bills. They review the bills, in this case Fairpoint and Charter, and look for cost errors. There is no fee for doing this work however, if they do find errors they ask for a 50/50 split of the money. If by chance they find other savings such as a charge for a line not used, they would get the full amount of that savings times twelve months. Director Clough said she had spoken with ITM Ruggles who has dealt with the communications companies and he felt this would be a good idea since it was at no cost to the County. Director Clough said she wanted to run this by the Board first. Commissioner Burton wanted to be sure that the work was done by SpyGlass and there wouldn't be any demand on staff to review information. Director Clough said the invoices are taken out of the building to the office of SpyGlass to be reviewed. Commissioner Burton said he wanted to make sure that any of the phone numbers on the bills didn't receive calls from the company and Director Clough said she didn't believe there was any interest in the phone numbers themselves. Commissioner Cryans asked that Director Clough contact some of the businesses that are using their service just to see how that was working.

Commissioner Burton moved to authorize the Executive Director to move forward with SpyGlass which would be at no cost to the County which was seconded by Commissioner Cryans. All were in favor.

Nursing Home Administrator Craig Labore arrived with his report. Current census is 133. Residents will be sharing Thanksgiving meals on the 22nd and family members who are interested in attending will pay \$10 for a full Thanksgiving meal and entertainment. Reservations are requested.

NHA Labore brought a bid request forth for 16 mattresses from two companies along with comparisons of the mattresses. The first bid was from WCW out of Vermont and the second was from Direct Supply.

WCW - \$8,799.80
Direct Supply - \$20,444.58

The recommendation from NHA Labore was to purchase the mattresses from WCW as they are within the budget and a quality product.

Commissioner Burton moved to approve the bid for 16 mattresses from WCW which was seconded by Commissioner Cryans. All were in favor.

The Commissioners reviewed the DoC Superior Court Report.

Director Clough announced that Sheriff's Deputy Ryan Kelly had been promoted to Sergeant as of the 4th of November.

Director Clough was asked by grant Administrator Shelley Hadfield, via CDFR, if the County was interested and willing to apply for the full amount of funds in the pool of money for Microenterprise funding, which is generally divided out between applicants. By doing this there could be elimination for the need for multiple grant writers which would allow for a better utilization of funds. CDFR would have to come to some kind of resolution as to how the funds would be distributed. Director Clough said this made sense to her and it would only mean a little more work for the County as applicant. If the Board is in agreement with this then S. Hadfield will speak with CDFR and they will have to figure out how the distribution will work.

Commissioner Burton moved to approve the request for the County to be the applicant for the full amount of CDFR funding which was seconded by Commissioner Cryans. All were in favor.

COMMISSIONER ISSUES:

The Commissioners will be participating in the Secret Santa program at the Nursing Home as they have each year.

Commissioner Burton said that he would like to have Al Jones come and give a presentation to the Board of Commissioners regarding health insurance. Director Clough said he had given a presentation to the Benefits Committee when the County was looking into alternate health insurance carriers. She said that he provided a quote but it was higher than LGC. She added that the guaranteed maximum rate increase is actually a decrease this year so the County will probably not be shopping alternative health insurance companies this year.

Commissioner Burton attended the Sixth National Annual Candle Light Vigil in Bethlehem on the 25th of October.

Commissioner Cryans stated that on November 29th the new legislative orientation day will be held at St. Paul's Church in Concord from Noon to 1:30 PM.

Commissioner Cryans said that Sue Mooney has replaced Harry Dorman, who retired, as CEO of Alice Peck Day Hospital.

12:27 PM Commissioner Cryans recessed the meeting.

Commissioner Ahern arrived. Human Resource Director Michael Simpson arrived.

1:00 PM Commissioner Cryans reopened the meeting.

*1:00 - Commissioner Ahern 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 Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Ahern “yes”; Commissioner Burton “yes” Commissioner Cryans “yes”; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

2:25 PM– Commissioner Cryans declared the meeting back in public session.

*2: 26 PM– Commissioner Ahern moved to permanently seal the minutes from the just completed non-public as divulgence of the information would have an adverse effect on someone’s reputation (other than a board member),. Commissioner Burton seconded the motion. All were in favor.

Commissioner Ahern moved to temporarily adjourn the meeting for the purpose of consulting with legal counsel, giving notice to those present that the meeting will be reconvening once that has concluded, which was seconded by Commissioner Burton. All were in favor. Only the three Commissioners remained in the room.

3:05 PM – Commissioner Cryans resumed the public meeting.

3:05 PM - Commissioner Ahern 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 Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Ahern “yes”; Commissioner Burton “yes” Commissioner Cryans “yes”; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

3:27 PM Commissioner Cryans declared the meeting back in public session.

Commissioner Burton stepped out of the room

*3: 27 PM– Commissioner Ahern moved to permanently seal the minutes from the just completed non-public as divulgence of the information would have an adverse effect on someone’s reputation (other than a board member),. Commissioner Cryans seconded the motion. All present were in favor.

3:28 PM With no further business the meeting adjourned.

Respectfully,

Raymond S. Burton, Clerk

**Office of the Grafton County Attorney
Lara Saffo, County Attorney
November 13, 2012
Report to the Commissioners**

(1) Congratulations

Congratulations to Sabra Carroll, our assistant victim witness coordinator, for being awarded the New Hampshire Association of Counties, County Attorney Employee of the Year. We are proud of her and her many accomplishments.

(2) Case management / Statistics on resolutions

We received 633 new referrals from January 1, 2012 to November 13, 2012. By comparison, we received 691 cases for the same time period in 2011.

(3) Space

As noted previously, the victim witness department has moved into its new space. We greatly appreciate the maintenance department's expertise and hard work. The space is beautiful. With the cooperation of the NH Bar, we have added two new work spaces at the Law Library. It is a much more efficient and user friendly space for the New Hampshire Bar. The maintenance department has now moved on to the final phase of the project. Again, we could not be more impressed by their expertise and hard work.

(4) New position.

Melissa Fales has been a welcome addition to the program. We are looking forward to introducing her to the nursing home as a contact person on payment related issues. We are working on her developing the expertise to be the go to person for the circuit court prosecutors (she will be responsible for all misdemeanor level appeals to the Superior Court).

(5) Circuit Court Prosecution

I have received a request for our office to be hired (paid) to providing circuit court prosecution services, and am recommending a trial with this department to determine costs, and whether my office can provide a cost effective alternative for towns to consider.

(6) Child Advocacy Center

The CAC has been busy in Grafton County, seeing 16 children in each of September and October

last month, and over 10 this month so far. The Granite State Children's Alliance is recognizing Wayne Fortier on Saturday, November 17th, at the Common Man Restaurant in Plymouth, New Hampshire at its Second Annual Halls of Hope Gala Event. He is being honored as Grafton County's "Everyday Hero."



(7) Webinar/Training Opportunities

The National Child Advocacy Center has launched a new Online Training platform. Free online training courses, archived Ask the Expert sessions and archived Webinars are now available. This is an excellent, free resource for prosecutors. We also have signed up for a free strangulation training sponsored by the Rockingham County Attorney's Office on December 7, 2012. Lastly, End Violence Against Women, International has a series of on line, free webinars. We are going to be offering facilitated replays of these webinars.

(8) Mental Health Court

Plymouth is working hard reviewing the consensus project's expertise and documents. We are ready to move onto obtaining funding for the project, mostly to cover the costs associated with treatment and case management. Littleton/Haverhill is about to have its first commencement, we would like to invite you. A joint press release with Lebanon's program is ready to be issued.

(9) Juvenile Diversion Programs

I have been fielding questions about juvenile diversion programs. The funding is limited, and we are at risk of losing programs that serve Grafton County. This would result in an increase in spending by the local police departments, as they would have to formally prosecute these matters (attorney time and officer time). It would also increase the workload at the courts and at DCYF. Accordingly, I am talking to the Chiefs about these programs, as well as BRIDGES to Prevention.

(10) Adult Sexual Assault Protocols

The Governor's Commission on Domestic and Sexual Violence and the Office of the Attorney General has released its new Model Protocol for Response to Adult Sexual Assault Cases. I was honored to be a part of the protocol committee. Free training on these programs is being offered by the New Hampshire Attorney General's Office at numerous locations, including the Gregg Public Safety Building in Littleton.

As always, if you have any questions, please do not hesitate to contact me. I welcome the opportunity to answer any questions.

As always, if you have any questions, please let me know.

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
November 13, 2012**

October Revenue

County Revenue 10/2009	\$79,523.88	State Revenue 10/2009	\$748,325.76
County Revenue 10/2010	\$91,360.22	State Revenue 10/2010	\$704,528.64
County Revenue 10/2011	\$68,850.10	State Revenue 10/2011	\$539,096.64
County Revenue 10/2012	\$80,461.98	State Revenue 10/2012	\$520,142.40

Foreclosures

2009	149 year to date	County Revenue fiscal ytd	\$353,812.54
2010	184 year to date		
2011	178 year to date		
2012	159 year to date		

1. The air conditioning unit in our server room failed. The heat reached an unacceptable level. A temporary no cost solution was found by using a portable unit from the old jail. A replacement compressor has been ordered. The Jim Oakes of the Maintenance Dept. and Brent Ruggles of the IT Dept. were very helpful with this serious situation.
2. At the NH Association of Counties Annual Conference, the NH Register of Deeds Association met with MERS Vice President of Legislative Affairs William Hultman and Curtis Barry of The Dupont Group.
3. On 11/10/12 I attended the LSUVRPC Annual Conference. This is always such an important event for all interested in land use and recent legislation regarding planning.

**Respectfully Submitted,
Kelley J. Monahan
Register of Deeds
November 13, 2012**