

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Hwy.  
North Haverhill, NH 03774  
August 13<sup>th</sup> 2013

PRESENT: Commissioners Ray Burton, Mike Cryans, Director Clough and Admin Assistant S. Norcross

EXCUSED: Commissioner Martha Richards

Commissioner Cryans called the meeting to order at 9:05 AM and began with the Pledge of Allegiance.

Farm Manager Kimball arrived and gave following report:

- 1) We are milking 77 head and shipping 11,000 pounds for an average of 72 lbs. per cow. Price of milk is \$20 per hundredweight.
- 2) Finished first cut of hay across the road on Tuesday and Wednesday of last week.
- 3) Cow corn is looking good but not as tall as usual but with good ears showing.
- 4) Farm 2 needs surgery on his knee.
- 5) Fixed the bottom of the grain bin cone.
- 6) Farm Stand is doing well and we are on our 2<sup>nd</sup> batch of sweet corn

Commissioner Burton asked FM Kimball for a status of the meetings with Director Clough regarding the status of the farm. FM Kimball stated that they have met three (3) or four (4) times and they are going well.

Commissioner Burton asked for a status update on inmate labor. FM Kimball stated that they are still utilizing inmate labor. He stated that Supt. Libby had done the farm stand this past weekend and was the inmate supervisor on Monday helping with farm work due to Sgt. Webster's absence. . FM Kimball stated that they are now allowed to have two (2) inmates a piece to work with as well as the barn crew.

FM Kimball discussed with the Commissioner the meeting with Heather Bryant about the upcoming new federal regulations regarding the farm. Commissioner Burton stated he wanted

FM Kimball and Heather Bryant to come up with something that he can use to protest against the new regulations.

Bids for the purchase of a new Valmetal Mixer were as follows:

<b>Bidder</b>	<b>With Trade</b>	<b>Without Trade</b>
Hicks Sales, LLC <i>East Corinth, VT</i>	\$27,000	\$25,750
Bailey Equipment <i>Craftsbury, VT</i>	\$27,000	\$28,300

Bids for the paving of the Farm's bunker silo were as follows:

Blaktop, West Lebanon- \$6508

Bigelow Paving, North Haverhill- \$6385

FM Kimball stated he would return with his recommendation.

Attorney Saffo arrived and gave following report:

**Office of the Grafton County Attorney  
Lara Saffo, County Attorney  
August 13<sup>th</sup>, 2013  
Report to the Commissioners**

(1) Statistics

We are once again seeing a jump in referrals. As noted earlier, the numbers may be slightly off as we transition from JD to Karpel software, but these are an accurate reflection.

In 2013, from January 1, 2013 through August 12, 2013, we opened 526 cases.

In 2012, from January 1, 2012 through August 12, 2012, we opened 455 cases

In 2011, from January 1, 2011 through August 12, 2011, we opened 483 cases

In 2010, from January 1, 2010 through August 12, 2010, we opened 329 cases

This is a significant increase. Police departments are also extremely busy. In 2011, the Canaan Police Department had 180 arrests. In 2012, they had 302 arrests. So far, as of August 2013, they have had 244 arrests, so they are on target for a 100% increase in arrests in two years.

(2) Recent case resolution

In State v. Francis Buonopane, the defendant was found guilty of two charges, aggravated felonious sexual assault and felonious sexual assault, after trial. This week at sentencing, he received a sentence of 7 ½ - 15 years, followed by a second consecutive sentence of 3 ½ - 7 years, stand committed. Paul Fitzgerald was the prosecuting attorney.

(3) Case Flow in New Hampshire's Superior Court System. Recently, the New Hampshire Supreme Court issued a list of the average number of days from indictment to resolution it takes to process a case, by county. Grafton County was the second fastest counties, taking 166 days in 2012. The range in New Hampshire was 156 (Coos) to 356 days (Carroll).

In an effort to improve the statewide average, the Court system is considering a new case flow system. This is a draft proposal, and the Court is soliciting input at this time. Felony level cases would be filed in superior court, instead of the circuit court. The initial court appearances, including arraignments and probable cause hearings, would occur in Superior Court.

Due to our geography, this system would have a disproportionate impact on our police departments, and thus would have a significant fiscal note. Grafton County police departments would have to spend precious resources in gas and cruiser maintenance, as well as officer time to travel to Superior Court instead of Circuit Court for these court appearances. In comparison, in Strafford County, there is one circuit court, located near the superior court, so the difference is minimal. Sometimes probable cause hearings are waived, but rarely until the last minute, so both the prosecutor and the witness have to prepare for these hearings (even if they are waived). In addition, if the Office of the Grafton County Attorney has to open files at the last minute, and prepare for probable cause hearings (which generally will require interviews as the investigations will not be completed yet so the police reports are not ready), we will need another attorney. In 2012, in Grafton County, the police departments had 172 probable cause hearings in circuit court. In 2013 they are already at 116. Thus, on average, each week my office would have to learn three to four new files on an expedited basis, often by calling and talking to the officer-witnesses, the staff would have to open the file on an expedited basis, and we would have to appear in court three to four more times, prepared, to either see the hearing waived or held.

(4) Victim Witness Department

Our victim/witness coordinator, Carin Kniskern, Alison Farina and I are considering restructuring the manner in which the victim/witness department processes cases. As noted above, their caseload has expanded significantly. Our court system, in an effort to expedite matters, is making demands that we obtain information from victims quickly. Having the part time position has helped enormously. However, our old system, where everything goes through Carin and Sabra, may not be the best structure in light of the caseload.

As a first step, we will evaluate our case load, the manner in which cases are handled, and the services provided by our department, and compare it to other counties. We will also seek guidance and expertise from the National Organization for Victim's Advocates and Sandi Mathieson from the Office of the New Hampshire Attorney General. We are looking forward to this process.

Our Victim witness coordinator did receive permission to attend an out of state, three day training sponsored by the National Organization for Victim's Advocates in September in Columbus, Ohio. In light of her workload, and a particular trial that has been scheduled in September, she has decided not to attend this conference and will seek out other training opportunities.

(5) Employee matter to discuss in closed session.

(6) The Child Advocacy Center



The CHaD ½ marathon and 5K is Oct. 20<sup>th</sup>.

Current service delivery (Grafton County only)

County	Month	Number of Forensic Interviews
Grafton	July	<u>10</u> (8 MH – 3 CAPP/6PCP)
	August to date	2 (2 MH and 1 CAPP) (4 pending)

To confirm, MH means 8 of the children were referred for mental health counseling, 3 to the child abuse protection program and six to their primary care provider. We are extremely fortunate to have this program in Grafton County.

The CAC has a busy training program. The CAC will be:

- (1) providing four Regional Forensic Interviewer Refresher trainings this fall
- (2) working with the FBI to bring in trainers to train Forensic Interviewer's specifically on interview of child/teen on sex trafficking
- (3) partnering with AG's Task Force to bring training on how trauma impacts child victims of sexual assault – this will be specifically for law enforcement and DCYF but will open it up to all team members.
- (4) working with CAC directors to launch school outreach program (training teachers and parents on CSA)

(7) Mental Health Court, Halls of Hope, ASSERT

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Halls of Hope  
Second Circuit Court, Lebanon Division



Alternative Sentencing Solutions for Education, Recovery and Treatment  
Second Circuit Court, Littleton Division

At our last meeting, we discussed whether we could accept a donation of an I-Pad from a church, the Olivet Baptist Church, in Lebanon New Hampshire. Pastor Joe Searbo is a member of the advisory board for Halls of Hope. This donation will greatly assist the mental health court coordinator, as she travels throughout Grafton County. I believe I should ask for permission to accept this donation. The total value for the I-Pad, case, pen etc. is \$649.00. Shelly Golden has been asked by the New Hampshire Chiefs of Police, Secretary's Association to speak at their annual conference. This was tabled.

(8) Restorative Justice

We are up and running in two of the locations in Grafton County, and am ready to issue the Request for Proposals for the Littleton/Haverhill catchment area. We hope to do this this coming week. I am optimistic that we will receive at least one good proposal, although it is premature to presume this at this time.

I am also talking to the State of New Hampshire DCYF Senior Planner about DCYF's future plans regarding Restorative Justice. I believe our current process will interact nicely with the DCYF plans.

(9) Justice Involved Veterans

I have been honored to be a part of this committee. I will be traveling with Alex Casale, the Statewide Alternative Sentencing Coordinator, Jo Moncher, Bureau Chief DHHS Community Based Military Programs, and New Hampshire's two veteran's justice outreach workers, Diane Levesque and Michael Owens, to learn more about the veterans sentencing alternatives and how we can incorporate these alternatives in New Hampshire criminal justice system. My costs will be paid for by Long Term Care Veterans Partners. I am pleased to report that services are available for veterans, but we need to coordinate the obtaining of these services with the court system when veterans are involved in the justice system.

(10) September 13, 2013 statewide alternative sentencing solution conference.

This will occur at UNH and is for problem solving courts.

(11) Drug Court

The drug court team participated in an all-day team building exercise. It was led by Patricia Brady of Advancing Organizations of Haverhill, New Hampshire. We greatly appreciate her sharing her expertise and assisting us in identifying future areas of growth for the Drug Court Alternative Sentencing Program.

(12)Circuit Court Prosecution

We have continued to work hard to coordinate and support the circuit court prosecutors in Grafton County. This is becoming more and more a time consuming part of our services, as current prosecutors seek guidance, or police departments seek assistance due to potential conflicts of interest. We are assigning Lynne Puchillo to assist in these efforts.

(13)Sexual Assault Resource Teams

a. Upper Valley SART

We are working with the AG's office to develop an Upper Valley SART. The Upper Valley SART has met and drafted a mission statement: "To provide an effective, consistent and comprehensive response to adult sexual assault through improved services, enhanced collaboration, and a victim-centered response to promote justice." In addition, they have formally chosen a name and identified participants and are holding regular meetings. They have scheduled a training for local law enforcement and stakeholders and are currently designing a brochure to outline services for adult sexual assault survivors.

b. Plymouth Area SART

This continues to be one of the best, well organized SARTS in New Hampshire. We have completed our promotional activity, and recently members presented at the Attorney General's conference, along with our victim.

Commissioner Burton asked for the status of the Juvenile Diversion. Attorney Saffo stated that if they get the bid she's thinking they'll get they will be up and running in Littleton very soon.

\*10:23 AM - Commissioner Burton 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 Burton "yes" Commissioner Cryans "yes"; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

\*10:35 AM- Commissioner Cryans declared the meeting back in public session.

Commissioner Burton 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

were in favor.

Commissioner Burton moved to approve that a position in the County Attorney's Office would receive an additional step increase above and beyond the normal increase that is due at the employee's anniversary date. Commissioner Cryans seconded the motion and all in favor.

FM Kimball returned with his recommendations on the bids that were opened earlier.

Commissioner Burton moved to accept the proposal from Bigelow Paving for the paving of the farm silo with their bid of \$6385. Commissioner Cryans seconded the motion and all were in favor.

Commissioner Burton moved to accept bid for the purchase of the Valmetal Mixer Wagon from Hicks Sales LLC for their bid of \$25,750 without trade. Commissioner Cryans seconded the motion. All were in favor.

Register of Deeds Monahan arrived and gave the following report.

**Grafton County Registry of Deeds  
Kelley J. Monahan Register  
Report to Commissioners  
August 13, 2013**

**June Revenue**

County Revenue 7/2009	\$ 95,760.75	State Revenue 7/2009	\$587,752.32
County Revenue 7/2010	\$ 78,183.24	State Revenue 7/2010	\$533,698.56
County Revenue 7/2011	\$ 73,874.18	State Revenue 7/2011	\$588,695.04
County Revenue 7/2012	\$ 97,870.27	State Revenue 7/2012	\$873,670.08
County Revenue 7/2013	\$ 91,743.38	State Revenue 7/2013	\$753,309.12

**Foreclosures** 2009 99 year to date  
2010 133 year to date  
2011 114 year to date  
2012 120 year to date  
2013 100 year to date

**Equipment Surcharge Balance \$111,121.90**  
CD \$60,629.80  
Bank of NH \$50,492.10

1. In preparation for the repointing of the Administration building, Mary DeRosia and I spent a few hours tightly covering all of the paper records in the basement with heavy duty plastic. This is only a short term solution, as proper circulation is very important to the long term storage of historic paper documents.

2. We have two NH specific webinars scheduled for the new search engine Laredo. They will be held Tuesday September 24<sup>th</sup> and Thursday September 26<sup>th</sup> at 10:00 am EST. The users have been invited to view the webinars here at the registry so that we may answer questions, as well as from their offices.
3. I have met with County Treasurer Bonnie Parker regarding the reinvestment of surcharge funds. \$60,629.80 is now with Ledyard Bank at a .50 interest rate for 12 months, doubling the rate from the .25 that we received last year

Commissioner Cryans asked if everyone had a chance to read the minutes. Commissioner Burton moved to approve the August 6, 2013 minutes. Commissioner Cryans seconded the motion and all were in favor.

The Commissioners signed the check registers.

Director Clough discussed an email she sent to the Employee Council Officers expressing the Commissioners wishes as to what to do with the issue of the new FMLA policy.

Director Clough discussed the County Organizational Chart with the Commissioners and changes that need to be made to reflect their wishes that the appointed Department Heads with the exception of the Superintendent of Corrections (due to RSA 30-B:4 I) report directly to the Executive Director.

Commissioner Burton asked for an update on the County Conference. Director Clough stated that they had done a lot of planning the past week. She stated that they are in the process of trying to arrange Peter Torvik, CEO and Managing Director of Finance for NaCo to come and speak at the conference. She stated they are also working with Primex on possible training topics.

Commissioner Burton stated that he would like for the Vet-to-Vet brochures to be sent to the Boards of Selectmen in his district.

11:19 AM With no further business the meeting adjourned.

Respectfully submitted,

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Raymond S. Burton, Clerk