

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Highway  
North Haverhill, NH 03774  
April 9, 2019

PRESENT: Commissioners Lauer, Piper, Morris, County Administrator Libby and Administrative Assistant Norcross

OTHERS PRESENT: Sheriff Stiegler, Farm Manager Knapton, Register of Deeds Monahan, County Attorney Hornick.

Commissioner Lauer called the meeting to order at 9:00am and began with the Pledge of Allegiance.

Farm Manager Knapton arrived and gave the following report:

#### April Farm Report

- Farm stand labor and meeting with Super Elliot – FM Knapton stated that she met with Supt. Elliott yesterday and he has stated that he cannot staff the farm stand this year, therefore she is not sure if they will be able to open the farm stand.
  - Potatoes and sweet corn – FM Knapton stated that she is looking at potentially selling corn and potatoes out of the farm but she does not know what this means for revenue. She stated that she has 4 tons of seed potatoes on the way and other seeds have been ordered as well. FM Knapton stated that the jail would like to have their own small garden and have staff tend to that garden. She stated that this essentially removes the farm from the gardening. They would like her to rototill 45 minutes a week. She stated that this is out of her control. Commissioner Lauer stated that she feels they need to get everyone together and create a plan moving forward.
  - Revenue loss – FM Knapton stated that they have a lot of animals right now. Ben has been doing the genetic testing and breeding. She has told him that now it is time to take one of his best animals and put it in a national sale to see what they can get for revenue. There has to be proof of income to offset and justify the expense of DNA testing. She stated that there is an auction in Plymouth today that she would like to attend and see where prices are at in the event that they do have to do a herd reduction. Inmate labor doesn't only affect the gardens but it affects the barn operation as well. Everyone was in agreement that further discussion of this topic is needed.
  - CSA – FM Knapton stated that this would be a good place for Community Supported Agriculture. Everyone buys a share of the garden that they tend to and get a basket of produce every week. She stated that it could work here but she would have to look more into it.
- Piglet update

- Management – FM Knapton stated that the piglets are doing well and they will be selling them for \$100 each.
- 10 teams of horses to plow 5/11/19 – FM Knapton asked the Commissioners if they would like to put an ad out in the Bridge Weekly to advertise the event. The Commissioners were all in agreement that an ad should be done.

Register of Deeds Monahan arrived and gave the following report:

**Grafton County Registry of Deeds  
Kelley J. Monahan Register  
Report to Commissioners  
April 9, 2019**

**March Revenue**

County Revenue 3/2009	\$79,919.92	State Revenue 3/2009	\$339,039.36
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
County Revenue 3/2015	\$63,276.39	State Revenue 3/2015	\$488,918.40
County Revenue 3/2016	\$59,655.76	State Revenue 3/2016	\$412,800.96
County Revenue 3/2017	\$64,669.62	State Revenue 3/2017	\$512,222.40
County Revenue 3/2018	\$68,290.59	State Revenue 3/2018	\$622,093.44
County Revenue 3/2019	\$67,255.74	State Revenue 3/2019	\$580,728.00

**Foreclosures**

2009	39 year to date
2010	58 year to date
2011	50 year to date
2012	41 year to date
2013	49 year to date
2014	50 year to date
2015	26 year to date
2016	31 year to date
2017	21 year to date
2018	13 year to date
2019	18 year to date

1. Overnight, we “went live” with our recording software AVID update and with the conversion to the new Laredo/Ava search system. We held 6 webinar trainings in February and have provided notice and scheduled 6 “in house” trainings for this week in our Research Room. This past month, we could have used 3 additional employees for the customer service support alone. I have attached the account application which covers many of the details on charges. Fidar support is in house all week to troubleshoot.
2. On 3/26/19 The NHRD Association met with senior management from Fidar Technologies to discuss last minute conversion issues. Strafford County converts in May.

3. In March, Fidlar Technologies support staff replaced our old desk-tops with the new, stripped and recycled the old desktops for their second life as the systems for the Research Room. The screens are much larger, and we should be able to get 4 more years of service from these computers which we purchased 6 years ago. This was step 5. Our trainings are step 6 in conjunction with the go live day. GC IT installed our anti-virus program.
4. I have attached the RSA on the duties of the Register of Deeds. I am working with a law firm that was recommended by C.A. Libby on one case, where I am required by law to appear. Our Association is very clear on obligations to the court, and I have informed the attorneys exactly what my role will be. I just received another subpoena from the State of NY to appear, and I have rejected that subpoena and notified that DA that it is not our responsibility to search for documents. The Register of Deeds is the custodian of the documents. We do not search title for evidence. I directed them to the website at NHdeeds.com to use our remote system to obtain the documents that they require.
5. Last year, in the Power Point for the annual budget presentation for the public hearing, GCRD revenue was included with "all other." I request that the revenue projection for the GC Registry of Deed be a "standalone" figure for transparency and clarity.

Respectfully Submitted,  
Kelley J. Monahan

Sheriff Stiegler arrived and gave the following report:

- 1) Prisoner Transports = 80
- 2) Involuntary Emergency Admissions (I.E.A.'s) = 10
- 3) Criminal Investigations initiated = 16
- 4) Arrest made on Warrants = 30
- 5) Civil Service = 192
  - a) 104 - Abode
  - b) 70 - In Hand
  - c) 18 - Unable to locate
- 6) Motor vehicle traffic violation stops = 21
- 7) Current number of pending Warrants = 441 (Down from 525 in January 2019)
  - a) 344 Criminal Warrants
  - b) 197 Civil Warrants
- 8) Total Miles Driven in March of 2019 = 31086
- 9) Two (2) Thank You letters received.
  - A) Franconia School, reading for kids (Deputy Mackay)
  - B) Woodsville High School ICAC educational presentation (Sgt. James and Deputy Combs)

10) Requesting Commission and C.A. input on G.C.S.O. policy on "Service Animals". It is the Sheriff's opinion that this policy should be implemented through the Commissioners and enforced through Court Security/Deputies. The Commission from the Sheriff's perspective is the policy maker for who and what goes in and out of the various county buildings on the campus.

The Commissioners discussed Sheriff Stiegler's concern and stated that they happy to change the policy to state that this is a policy of the Grafton County Commissioners rather than the Sheriff's Department, if that is what the Sheriff wishes.

11) Requesting Commission and C.A. input on instituting a policy for private contracts/details (non-profits and all other customers). CA Libby stated that she is still working on getting prices for the Commissioners and the Sheriff to review.

12) Provide new Department table of organization for the Commissioners and announce promotional status on Lieutenants position along with upcoming process for detective position.

13) Two new cruisers were picked up on 4-5-19 and should be in service as of 4-9-19.

14) Transition to new service pistols has started and I am hopeful to implement a plan that will resolve the entire expense within the F.Y. 2019 budget but will need to revisit the effort in May of 2019 with the Commissioners and C.A.

Atty. Hornick arrived and gave the following report:

1. Grants Update – She stated that she was not sure if they need to get Commissioner approval to reapply for the VOCA grant that they currently have existing to get one of their employees through another year and a half.

**MOTION:** Commissioner Morris moved to reapply for the VOCA grant.  
Commissioner Piper seconded the motion and all were in favor

2. Alternative Sentencing/Drug Court – Atty. Hornick stated that she reached out to AS Director DePalo and Annie Crowley from Drug Court to discuss the decreasing numbers in Drug Court. She stated that they were accepting twenty five (25) participants and they are down to fifteen (15) in part because of the supervision piece as there was a probation and parole officer on maternity leave. She asked her two (2) attorneys who work on those cases why they are not putting out more offers for Drug Court. She stated that their response was they are not seeing from their end that the cases are appropriate for Drug Court. They make the offers when they feel they are appropriate but the numbers seem to be down across the state. She is going to be working with AS Director DePalo and Supt. Elliott about pretrial services and trying to look at other areas that might help offset why the post-conviction Drug Court don't seem to be as strong right now. She stated that her understanding that the FIRRM numbers are down right now as well. Commissioner Morris stated that she would like to see Atty. Hornick working on this issue. Atty. Hornick stated that she will keep the Commissioners informed as she finds out more information.

3. AG's County Attorney Monthly meetings – The AG's office holds meetings for county attorneys to discuss various updates that are happening throughout the state including legislative updates. She stated that she attended this meeting and was able to get some updates on the bail statute. She stated that there were three (3) events happening that day and she felt that this meeting was the most important for her to attend. She had Atty. Heater attend an Elder Abuse training at the U.S Attorney's Office in Concord. Atty. Heater felt this was a very informative training. They will be inviting the Elder Abuse Attorney to come speak at the County Attorney's monthly meeting about what they are seeing. She stated that there are roughly 8,000 individuals diagnosed with Alzheimer's living independently in New Hampshire and 33% of them are in Grafton County & Coos County. These people can be easily taken advantage of so she feels these trainings are very important. She stated that they were also invited to attend the Students/Professional Development Day at Woodsville High School. She had Atty. Fitzgerald attend that event along with Deputy Combs and Detective James to discuss internet crimes with the students.
4. Case Intake – Atty. Hornick reviewed the current case intake list with the Commissioners. She noted that 95% of cases result in pleas. She updated the Commissioners on some of the trials they have coming up.
5. New Hires/Cross Training Existing Hires – Atty. Hornick stated that they have made a conditional offer to Garrett Bartlett pending the background check. He is an existing prosecutor from Rockingham County and Plaistow Police Department Prosecutor. He will be starting on April 22<sup>nd</sup>.

10:19 AM Commissioner Piper moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Morris seconded the motion and all were in favor. Commissioner Lauer stated that they will now adjourn this public meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

10:28 AM Commissioner Lauer reconvened the meeting.

Commissioner Lauer asked if everyone had a chance to read the minutes from the March 28<sup>th</sup> Budget meeting and the April 2<sup>nd</sup> meeting. Commissioner Lauer and Commissioner Piper both had a few edits.

**MOTION:** Commissioner Morris moved to approve the minutes from the March 28<sup>th</sup> budget meeting as amended. Commissioner Piper seconded the motion and all were in favor.

**MOTION:** Commissioner Morris moved to approve the minutes from the April 2<sup>nd</sup> meeting as amended. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check registers 44, 1145-1150.

CA Libby submitted an Educational Assistance Application for an employee at the Department of Corrections who is pursuing their bachelor's degree in Addiction Studies through SNHU.

**MOTION:** Commissioner Morris moved to approve the Educational Assistance Application. Commissioner Piper seconded the motion and all were in favor.

CGI Press Release video –CA Libby stated that since the last time Grafton County’s Video Tours were done CGI Communications now does a video press release rather than a letter to send to the companies they are looking to advertise for. Links to the various company websites throughout Grafton County are located around the border of the video. She stated that they will be coming next Tuesday and Commissioner Lauer will be the one being filmed for the release. She gave Commissioner Lauer a copy of the script for her to review.

CA Libby submitted the DoC Superior Court Report for the Commissioners to review.

Commissioner Lauer stated that she is very concerned about the news of the Farm Stand. She stated that Supt. Elliott has stated that with the bail reform he does not have many sentenced inmates. He has needs in the facility with inmate labor and a very limited number of inmates are able to work. Commissioner Morris stated that there are other people in our criminal justice system that are in need of community service hours. She stated that they need to think outside the box and look at different possibilities. The Commissioners further discussed the issue and were all in agreement that this needs a lot more discussion before the decision to close the farm stand this year is final.

Budget Discussion – CA Libby asked the Commissioners what information they would like to have for Thursday’s budget meeting. The Commissioners agreed that a breakdown of the costs of different COLAs would be very helpful. Commissioner Morris stated that she feels it would also be helpful for her to have a breakdown of the number of employees per department. CA Libby stated that she would get that information for their meeting on Thursday.

NHAC Meeting Friday – Commissioner Piper stated that the Steering Committee is working on new bylaws to be approved at the next county conference. The Governor and Council breakfast is on the 17<sup>th</sup>. Governor Sununu is going to read a proclamation announcing April as Counties Month. Commissioner Piper stated that George Maglaris talked about the long term support services. After the IDNs are no longer in place in 2020 then the same regional organizational structure would be good for long term care services. She noted that the DuPont group reported that the County cap has been included in the budget at a 2.5% increase for now.

Commissioner Lauer attended the UNH Cooperative Extension Advisory Council meeting last night.

11:08 AM With no further business the meeting adjourned.

Respectfully Submitted,



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Marcia Morris,  
Clerk

# TITLE XLVIII CONVEYANCES AND MORTGAGES OF REALTY

## CHAPTER 478 REGISTERS OF DEEDS

### Section 478:1

**478:1 Duties.** – The register of deeds shall carefully keep in the office provided by the county at all times, except when he may be required by a court to produce them as evidence or when the same may be removed for the purposes of repair, all books, records, files and papers belonging thereto, and when not in use shall keep them in a safe location where their protection from fire, theft, water and the elements is insured, and he shall permit no paper there deposited for record to be taken from his office before it is recorded. Whenever any of the volumes of records in his office shall be in need of repair, he shall seasonably cause them to be suitably repaired at the expense of the county, and, if necessary, he may allow such volumes to be taken out of his office for a reasonable time for that purpose.

**Source.** RS 22:4. CS 23:4. GS 26:3. GL 23:15; 27:3. PS 29:1. 1911, 80:1. PL 40:1. RL 49:1. RSA 478:1. 1975, 149:2, eff. May 26, 1975.