

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Highway  
North Haverhill, NH 03774  
May 9<sup>th</sup>, 2017

PRESENT: Commissioners Lauer, Ahern and Piper. County Administrator Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: Farm Manager Donnie Kimball, Register of Deeds Kelley Monahan, County Attorney Lara Saffo.

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

Farm Manager Kimball arrived and gave the following report:

- 1) Currently milking 82 cows. We are shipping 6,700 lbs. daily, averaging 81 lbs. per cow.
- 2) Price of milk has dropped a little, now at \$18.50 per hundred weight.
- 3) Farm Manager Kimball has just returned from a three week vacation.
- 4) One of the farm employees is out on FMLA for possibly 4 to 6 months.
- 5) Had four litters of pigs last month. Still have one more litter to go. Selling the older ones now.
- 6) Working on field crops and spreading manure. Dealing with a lot of rain and wet ground.
- 7) Sad to see no equipment upgrades on the budget for next year. This will be the first time since 1990 that there will not be any.

Commissioner Lauer stated that they had tough decisions to make with the budget. There were departments that have delayed hiring new staff. FM Kimball stated that he understands that they had to make tough decisions and they will get by.

Commissioner Lauer asked what the impact of being down one herdsman will do to the farm. FM Kimball stated that they will get through. They will work more hours and do what they have to do.

Commissioner Ahern asked how much milk is going to Cabot Creamery. FM Kimball stated that he is not sure what the percentage is. It all depends on where Agri-Mark needs to send the milk.

Register of Deeds Kelley Monahan arrived and gave the following report:

**Grafton County Registry of Deeds  
Kelley J. Monahan Register  
Report to Commissioners  
May 9, 2017**

**April Revenue**

County Revenue 4/2009	\$ 71,971.93	State Revenue 4/2009	\$ 327,344.64
County Revenue 4/2010	\$ 70,431.27	State Revenue 4/2010	\$ 530,099.52
County Revenue 4/2011	\$ 58,015.46	State Revenue 4/2011	\$ 384,722.88

County Revenue 4/2012	\$ 73,460.07	State Revenue 4/2012	\$ 385,595.92
County Revenue 4/2013	\$ 77,814.70	State Revenue 4/2013	\$ 499,542.72
County Revenue 4/2014	\$ 57,883.71	State Revenue 4/2014	\$ 448,059.84
County Revenue 4/2015	\$ 70,858.90	State Revenue 4/2015	\$ 568,803.84
County Revenue 4/2016	\$ 68,255.49	State Revenue 4/2016	\$ 516,737.28
County Revenue 4/2017	\$ 66,392.42	State Revenue 4/2017	\$ 580,153.92

**Foreclosures**

2009 55 year to date  
 2010 80 year to date  
 2011 75 year to date  
 2012 69 year to date  
 2013 57 year to date  
 2014 59 year to date  
 2015 36 year to date  
 2016 38 year to date  
 2017 26 year to date

1. On 4/19 I attended a Primex training on techniques identifying and responding to aggressive human behavior. This was an excellent training. I will be sending staff when offered in November.

**Respectfully Submitted,  
 Kelley J. Monahan**

Commissioner Lauer asked if everyone had a chance to read the minutes from the May 2<sup>nd</sup> meeting. Commissioner Piper had an edit.

Commissioner Ahern moved to approve the minutes from the May 2<sup>nd</sup> meeting as amended. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check registers 65-66; 1179-1183.

County Administrator Libby submitted the following two (2) drawdown requests for Commissioner Lauer to sign:

GCEDC Micro - \$41,500  
 WREN Micro - \$37,500

CA Libby asked the Commissioners if they would like to do a Proclamation for Chad Morris to present to him at his retirement party. The Commissioners agreed that they would like to present Chad Morris with a Proclamation.

**Commissioner Issues:**

Commissioner Ahern stated that he participated in a discussion that Rep. Smith and Rep. Rand invited him to participate in. They were talking about what was going on in the Legislature and asked him to give an update on the budget process.

All three (3) Commissioners attended the Grafton County Conservation District Annual meeting.

County Attorney Saffo arrived and gave the following report:

**Office of the Grafton County Attorney**  
**Lara Saffo, County Attorney**  
**May 9th, 2016**

**Report to the Commissioners**

The Mission of the Office of the Grafton County Attorney is to pursue justice and promote the safety and security of the County's citizens, thereby enhancing the quality of life in Grafton County. We will seek to achieve these goals by:

- Striving for just disposition of criminal cases through timely, efficient and effective prosecution.
- Ensuring that victims and witnesses of crimes are treated with respect, courtesy, and sensitivity as they cooperate with criminal prosecutions.
- Improving the criminal justice system by identifying areas of need and working collaboratively with other criminal justice agencies and the community to improve the criminal justice system.
- Encouraging and promoting crime prevention and early intervention initiatives.
- Identifying, promoting and implementing new and innovative approaches to solving crime problems.



(1) **Thank you to the employees at the Grafton County House of Corrections.**

This week is National Corrections Officers and Employees Week. We want to thank the Grafton County correctional officers and employees for their hard work and dedication.

(2) **The Caseload at the Office of the Grafton County Attorney.**

*There has been a dramatic increase in referrals to the Office of the Grafton County Attorney from law enforcement agencies.*

Calendar year 2016 figure :

As reported previously, the Office of the Grafton County Attorney (OGCA) experienced an increase of over 120 referrals last year. In calendar year 2015 we had 750 referrals, in calendar year 2016 we had 894 referrals.

2017 figures show that last year's increase is not only sustained, but continues to increase dramatically

From January 1, 2016 to May 9th, 2016, the OGCA received **299** referrals.

From January 1, 2017 to April 7th, 2017, the OGCA received **380** referrals.

**This is an increase of 81 cases since January 1, 2017.**

Of those 380 referrals, 210 of those cases had at least one victim. 157 of the cases were "victimless" cases. Thus, last year's increase in case numbers continues to be even higher this year. In April, we received 19 felony first referrals, in May to date we have received 6. The court schedules arraignments weekly (on Mondays), so these are all fast tracked cases.

These numbers do NOT include forensic interviews of children, which best practices require the prosecutors attend. This year to date the CAC has seen 97 children for forensic interviews, last year as of this time they had seen 50.

We may not prosecute some referrals. Also, some referrals have more than one charge (why there are more charges than referrals in the attached sheets outlining the new referrals by town and by type of crime).

(3) Thank you to Office of the Grafton County Attorney Administrative Personnel

The office administrator for the Orford, NH Public Defender's office provided the following email to the OGCA administrator, Alison:

"It seems like the only time we communicate with county attorney personnel, it's about a problem or we're looking for something. I always hang up thinking 'Boy, they're so nice & helpful'. It's time to say it out loud. Your staff is always courteous and friendly and make every effort to be helpful to us. Please pass along this sentiment to all your staff so they know how much we appreciate it.

Yvonne, Office Administrator, New Hampshire Public Defender

The OGCA has amazing administrative personnel, so this comment did not surprise me. I thought I would share it.

(4) Plymouth Area CAC /OGCA Office

We are thrilled to report that towns have donated sufficient funding towards the CAC in Plymouth. Having a more localized location will not only save money and travel for local law enforcement and crisis program advocates, it will also better serve victims and their families.

The Town of Campton is paying for the equipment costs. TASCOS is providing the equipment at cost and installing the equipment for free. The Town of Plymouth has donated \$2,000 directly towards the cost of the leased space. I am working with other entities to cover the cost of the remainder of the lease of the interview room. We can't thank the towns of Plymouth and Campton and TASCOS enough. Law enforcement officers are also donating their time and energy to move furniture into the new space.

(5) CHILD ADVOCACY CENTER:

Like the County Attorney's office, the CAC continues to experience high numbers: As noted above, last year this time the CAC as conducted 50 interviews in Grafton County. This year to date they have interviewed 97 children. Best practices require the presence of a prosecutor or a prosecution representative at these forensic interviews.

The CAC has submitted its application for National Children's Alliance reaccreditation, we hope to hear soon.

The OGCA participates in three types of meetings for the Grafton and Sullivan County CAC at DHMC:

- (a) Case review meetings: Twice a month we have meetings to review all pending cases, and provide a status on past interviews. We have one meeting in Lebanon once a month. We have a meeting in Littleton and Plymouth (alternative locations) once a month.
- (b) Director and Advisory Board meetings. We have meetings six times a year to discuss the program, and often have supplemental meetings to discuss a specific issue, such as sustainability.

(6) Sexual Assault Initiatives

I wanted to take this time to summarize a number of initiatives designed to improve our response to child and adult sexual assaults.

UNH Prevention Innovations Research Center grant – community colleges

The newest initiative is the UNH Prevention Innovations Research Center Grant to Combat Sexual Assaults with a focus on community (not residential) colleges. Friday the county attorney participated in a training with representatives from all the community colleges. The Grafton County Attorney is the prosecution representative on the TAG team for this grant (Technical Advisory Group). It was a privilege to work with them. The next steps include summer half-day work sessions to work on prevention plans for all community colleges (in Grafton that is the Littleton branch of White Mountains Community College and the Lebanon branch of River Valley College). In early June, Prevention Innovations we will be sharing with schools the individual climate survey information as well as the aggregated data for all of the Colleges. If you have not been on the UNH Prevention Innovations website, it is worth reviewing.

<http://cola.unh.edu/prevention-innovations-research-center>

Sexual Assault Justice Initiative grant

Grafton County is part of this grant as well. This grant funds a full time investigator out of major crimes that focuses on adult sexual assaults in rural counties. Trooper Catherine Shackford's expertise and assistance has been well received in numerous towns investigating these cases. The next part of the grant involves hiring a prosecution consultant and arranging for multiple training events for prosecutors in the six rural counties. I have a conference call today with the grant coordinator to provide data and other information needed to finalize plans for this position and training for prosecutors in New Hampshire. Parameters have been designed to collect data to evaluate the effectiveness of this grant.

Prosecutors Sexual Assault workgroup

Sexual assault prosecutors in New Hampshire meet bi monthly to share information and discuss how we can improve our response to child and adult sexual assaults. Grafton organizes and attends these meetings. We are hoping the SAJI prosecutor consultant will manage the group after he or she is hired.

Sexual Assault Resource Teams

Grafton County has three Sexual Assault Resource Teams, and hopes to include Northern Grafton County shortly. Most counties have one Sexual Assault Resource Team. Grafton needs more due to its geography and the fact that team members do not overly in the different corners of Grafton. We have three crisis advocacy programs, three elder and adult services offices, four circuit courts,

and four hospitals. These teams do a number of things, including holding informational events, and case reviews. In case reviews, we look at cases that we either finished prosecuting or declined to prosecute and round table them, with all stakeholders present. It is an effective tool to self evaluate. Our SARTS are:

Haverhill Area SART  
Plymouth Area SART  
Upper Valley SART

To learn more about SARTs please see <http://www.nsvrc.org/projects/sexual-assault-response-teams-sart-0>.

(7) Community Partnerships

We support the building of strong partnerships and collaborations with law enforcement, all members of the criminal justice system, and the communities we serve.

**ATTORNEY GENERAL'S OFFICE:**

Attorney General – County Attorney meetings  
AG Child Abuse and Neglect Conference Committee  
AG Protocol drafting: Adult Sexual Assaults, Human Trafficking

**ALTERNATIVE SENTENCING**

**Drug Court**

We have weekly team meetings, followed by the open court session every Monday. There may be additional hearings as well, in addition to required trainings.

Other drug initiatives: Haverhill Area Substance Abuse Coalition (Cottage Hospital)  
We participate regularly in other initiatives.

**Justice Involved Veterans Task Force**

This group meets monthly, and this year presented enabling legislation that I testified in support of. We can attend these meetings telephonically.

**Mental Health Court**

We have not been able to attend these meetings each month, but try to attend as much as possible.

**Adult Diversion**

We work with the adult diversion as well.

**FIRMM**

We look forward to working with this sentencing alternative as well

**STATEWIDE SOFTWARE/PBK**

We participate in monthly statewide software meetings to enhance the use and efficiency of our statewide prosecutor's software.

This includes working on the Uniform Charging Table for the State of New Hampshire, and specifically developing elements of offenses for everyone to use in New Hampshire

## NH HUMAN TRAFFICKING COALITION

We are a member agency with the New Hampshire Human Trafficking Coalition.

### **(8) Felony First**

A new NH law restructuring felony case processing, known as Felony First, started April 1, 2017. In drafting my budget, I had hoped we would not start until July 1, 2017 (which was the initial indicators). As noted in last spring's budget presentation, other counties requested additional positions to accommodate felony first:

Belknap County:	received funding for one attorney, hired
Coos County:	received funding for one attorney, hired
Hillsborough County:	this year asking for five attorneys, two support staff, two victim witness personnel
Merrimack County:	receiving funding for two attorneys and one support person
Cheshire County:	Year 1 (they were the first to implement) one attorney, Year 2 a part time support person
Sullivan County:	received funding for one attorney, hired
Rockingham:	two prosecutors, one support person.

This program is up and running, and has been as smooth as can be expected.

### **(9) Grants**

#### a. VAWA Grant

We received this grant, for \$30,000 towards the cost of a prosecutor to handle in part domestic violence and sexual assault cases. The year for the grant is June 30<sup>th</sup>, 2016 – June 30, 2017. The reports have been submitted.

#### b. VOCA Grant

We received the grant is for \$50,000 towards our Victim Witness Program. It pays for some of the costs of a Victim Witness Coordinator and for a new program, in our case Circuit Court Prosecution services. We have the official paperwork and are accepting referrals. It has already proven beneficial. The reports have been submitted.

#### c. Haverhill Area Substance Abuse and Prevention Coalition

This prevention initiative is for the SAU 23 catchment area.

#### d. Partnership with UNH – Prevention Innovations Research Center Collaboration

We received this grant and are participating in prevention initiatives for college sexual assaults.

#### e. Sexual Assault Justice Initiative

As noted above, this is a DOJ grant that we will benefit from. The hiring committee hired the full time adult sexual assault investigator, and the grant has begun. The grant manager/prosecution consultant position is going to be advertised.

### **(10) Areas of needed expertise**

- a. Arson
- b. Drugs
- c. Domestic violence
- d. Child sexual assault
- e. Adult sexual assault

- f. Abuse of Elders
- g. Assaults – simple to first degree
- h. Cybercrime
- i. Failure to register as a sex offender
- j. Gang activity
- k. Internet Crimes Against Children
- l. Negligent homicides – assault related
- m. Negligent homicides – DWI related / Driving Under the Influence, Serious bodily injury
- n. White collar crime – bank fraud, business fraud
- o. White collar crime – financial exploitation of family members/the elderly
- p. Computer fraud
- q. Property related offenses (bank checks/fraudulent use of a credit card/willful concealment)
- r. Property related offenses – burglaries and robberies
- s. And more . . .

Commissioner Ahern stated he wanted to speak about Northern Pass and asked if they should temporarily adjourn the meeting to discuss it. CA Saffo stated that the Northern Pass Trial is public but if they want to ask questions to their attorney they may want to start by temporarily adjourning. Commissioner Ahern stated that over the weekend as a result of CA Saffo's examination of witnesses on Thursday regarding real-estate transfers he received a call from a retired IRS Agent and retired Criminal Investigator from the IRS. He stated that they were both wondering based upon their reading if the Internal Revenue Service should be consulted and referred to as a result of these transactions. They think that these may be suspicious from a tax avoidance point of view. CA Saffo stated that she does not know as she does not practice tax law.

10:03 AM Commissioner Ahern moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Piper 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.

10:34 AM Commissioner Lauer reconvened the meeting.

10:34 AM With no further business the meeting adjourned

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Wendy A. Piper, Clerk