

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

June 9th 2015

PRESENT: Commissioners Cryans, Richards and Lauer, Executive Director Julie Libby and Assistant S. Norcross.

OTHERS PRESENT: RD Monahan, CA Saffo, Garrett Bartlett, Pat Garvin, Robert Fillion

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

RD Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
June 9, 2015**

May Revenue

County Revenue 5/2009	\$ 81,485.33	State Revenue 5/2009	\$ 428,311.68
County Revenue 5/2010	\$ 73,723.38	State Revenue 5/2010	\$ 471,019.20
County Revenue 5/2011	\$ 67,760.52	State Revenue 5/2011	\$ 476,699.52
County Revenue 5/2012	\$ 86,262.78	State Revenue 5/2012	\$ 526,609.92
County Revenue 5/2013	\$ 89,545.78	State Revenue 5/2013	\$ 676,503.36
County Revenue 5/2014	\$ 69,213.64	State Revenue 5/2014	\$ 555,029.76
County Revenue 5/2015	\$ 85,183.90	State Revenue 5/2015	\$ 872,042.68

Foreclosures

2009	68 year to date
2010	100 year to date
2011	93 year to date
2012	85 year to date
2013	73 year to date
2014	67 year to date
2015	46 year to date

<u>Revenue Goal FY/2015</u>	\$925,000.00
11 month total	- <u>\$776,576.92</u>
	(\$148,423.08)

Surcharge Funds

Bank of New Hampshire	\$ 52,673.42
Ledyard Bank CD .50	<u>\$ 101,811.40</u>
	\$ 154,484.82

Respectfully submitted,

**Kelley J. Monahan
June 9, 2015**

RD Monahan discussed the security issues within her office with the Commissioners and stated that something needs to be done. They talked about possible solutions and Commissioner Cryans stated that he would like for her to come up with what she feels is the best solution to the problem.

RD Monahan stated that in the FY17 budget cycle she will be asking for upgrades for her staff. She stated that they are being compared to five (5) other similar counties in the state but their working conditions are not the same as those other counties so she will be reviewing her positions and making requests in next year's budget cycle.

CA Saffo arrived and gave the following report:

Office of the Grafton County Attorney

Lara Saffo, County Attorney

June 8th, 2015

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) Law Enforcement Recognition



Waterville Valley's "Coffee with a Cop" program was recently spotlighted on New Hampshire Public Radio. Here is the link: <http://nhpr.org/post/foodstuffs-can-coffee-cop-build-community-new-hampshire>. From one of Police Chief David Noyes' announcements:

Join your neighbors and public safety officers for a complimentary cup of coffee and a conversation. There is no agenda or speeches. Just a chance to get to know the officers in our community, ask questions, or voice concerns. All are welcome!

Questions? Contact Police Chief David Noyes at the [Waterville Valley Department of Public Safety](#) by phone 603-236-8809 x 2 or email pdchief@wvpublicsafety.com.

This is another excellent example of Grafton County law enforcement's community policing in action.

(2) Statistics

Cases referred to the Office of the Grafton County Attorney:

January 1, 2010 – June 8, 2010	215 cases
January 1, 2011 – June 8, 2011	332 cases
January 1, 2012 – June 8, 2012	341 cases
January 1, 2013 – June 8, 2013	379 cases
January 1, 2014 – June 8, 2014	361 cases
January 1, 2015 – June 8, 2015	326 cases

When a case is referred to our office, the law enforcement agency generally recommends charges. Of the 326 cases referred to our office so far, the agency recommended 505 charges.

To date, we have filed 505 charges this year. I would note that some of these charges would pertain to files we received in 2014 (for example, if we received a case in December, we would not file charges until calendar year 2015).

I have attached a break down by agency. I have also attached a break down by type of crime. You will see there are more "types of crimes" than referrals. This is different because sometimes a police agency indicates that a single defendant committed more than one "main" type of crimes at the same time.

(3) Interns

We are fortunate to have UNH School of Law student Garrett Bartlett working with us this summer. The CAC also has two interns starting with them as well.

(4) The Child Advocacy Center



CAC Business Updates as of June 4th

County	Month	#FI
Grafton	May	17 (2 EFI) – 15 f/u MH
	June to date	2 (8 pending)
Sullivan	May	8 – (6 f/u MH)
	June to date	3 (3 pending)

Fox Valley is offering free 5 day Child Abuse and Exploitation Training in Burlington Vermont this August – we are working on several team members attending, including the Grafton County Attorney’s Office. Sullivan County is attending.

On June 22, 2015 Cathy will be presenting to a group of parents on child abuse awareness and how to talk to your kids at Whole Village in Plymouth. On June 24th, Cathy and Andrea will be training the City of Lebanon Recreation Department on recognizing and responding to Child Abuse. They remain available to train all schools as well.

(5) SARTS

- a. Plymouth Area Sexual Assault Resource Team
- b. Upper Valley Sexual Assault Resource Team
- c. Littleton Area Initiatives

We continue to participate in these invaluable initiatives. To learn more about SARTs please see <http://www.nsvrc.org/projects/sexual-assault-response-teams-sart-0>. This month the Upper Valley SART begins case review.

(6) Training

- a. Trainings that we conducted:
 - Paul Fitzgerald presented three trainings on Cybercrime for First Responders. I presented on the new Elder Financial Exploitation statute at the Attorney General’s Partners Against Violence Conference.
- b. Training attended:
 - Tara Heater, Mary Bleier and I attended portions of the Attorney General’s Partners Against Violence Conference.
 - Melissa Fales attended the arson training for prosecutors offered by ATF and the NH Fire Marshall’s Office.

The Office of the Grafton County Attorney continues to conduct trainings for law enforcement and released a training calendar that includes classes we can offer, as well as publications and webinars.

(7) New Court Initiative –Felonies First

Felony First was passed by the Senate, and we are not in the first round of counties to go on line. This is great news. I will maintain close contact with the counties to learn as much as I can along the way so we have a smooth transition. We will have some unique features to Grafton, but I appreciate the other counties working through the kinks as far as court process. Unlike the other counties except Coos, Grafton has the added issue that travel to the courthouse is extremely expensive for the law enforcement agencies. Additional issues include the fact that Grafton has many more agencies to coordinate than other counties, and, because the legislation did not have us going on line for a few years, we did not budget for this possibility.

I continue to consider manners to ease us into this initiative, so hopefully we will not need as many additional employees as has been anticipated. I am asking all law enforcement to send us a copy of all felony arrest complaints within 24 hours by e-mail, facsimile or hand deliver, whatever the agency finds easiest. This will assist my office in developing a system to open and assign files on an expedited basis, within 24 hours of receipt.

My biggest fiscal concern is felony first means the Office of the Grafton County Attorney may need 24/7 coverage for all felonies. Currently, we provide such coverage for untimely deaths and sexual assaults only (although we are always available for questions). As we have discussed, the Court is recommending that all felony charges be filed in Superior Court from the onset, and that the County Attorneys be available at arrest. The recommendation presumes that the Office of the Grafton County Attorney will be able to file charges right away, even though the police reports are not completed and we do not yet have a file to review.¹

¹ For those reading these minutes without background, under this system, felonies would be filed in superior court, and the county attorney offices would be responsible for these cases at arrest. We would handle the initial bail hearings, which are currently handled by the police departments, and have to be available 24/7 for all felonies, and have paperwork ready for the court on short notice. This will significantly increase our workload.

The Chief Justice for the Superior Court came to Grafton County and gave a presentation to police chiefs on this initiative. I have a copy of the PowerPoint, if anyone would like a copy.

I also emphasized the need to avoid law enforcement traveling to North Haverhill, leaving their towns uncovered, for preliminary hearings. Howard Zibel testified that those logistics is why Grafton is one of the last counties to have felony first implemented. It appears well recognized that there will need to be the ability and understanding that law enforcement testify remotely for preliminary hearings.

(8) Office Hours in the Community

As noted in the past part of getting ready for felony first, and in an effort to better serve our police departments and communities, I have identified off site space for the Office of the Grafton County Attorney to hold regular hours. With our software, we can access most files with our laptop computers, and the prosecutors can access e-mails via the internet. They have cell phones as well. Accordingly, we think we can do this in a cost effective manner. In Hanover, we have begun holding monthly office hours at Dartmouth College, as part of our initiative to develop stronger relationships with the student body. In the Plymouth area, we have begun the relationship with PSU's Business Enterprise Center, and will be holding our first office hours on Wednesday at that location, which is close for all police agencies in the Plymouth area, as well as PSU students. We will be holding office hours in the Littleton area as well.

(9) The Skye System

We have developed less expensive alternatives for the court system, and now have found an option that provides coverage in both courtrooms, that law enforcement can access, for right under \$30,000. The previous vendor was over \$100,000 so I was glad to hear there was a much more cost effective option. This is a system that children can use to testify remotely during jury trials. It also lets law enforcement provide testimony, when allowed, from their agencies with a free app for any computer with a camera. Lastly, it provides all the requirements for document cameras for trials, along with other technology for trials (videos, PowerPoints, etc.). If this is approved, I still need to obtain permission from the court system, which is not guaranteed. If I do not obtain approval from the court system, we would not spend this allocation.

(10) Participation in Alternative Sentencing:

a. Drug Court

As with the past, we continue to screen all referrals to determine whether someone is an appropriate drug court candidate. Currently there are at least eight applications pending for review. The Office of the Grafton County Attorney continues to participate in the weekly court sessions every Monday, and assist with protocol and form development.

Our current program prohibits sale related offenses, and requires me to certify that the participant is nonviolent. There has been, and continues to be, a push to expand the program. This month the OGCA participated in a meeting at the Grafton County Superior Court about drug courts. Chief Justice Nadeau outlined research, and indicated that we should take even higher risk, higher need individuals. As I have noted in the past, I would be comfortable with developing another track, where, like most of the country, the conviction is not vacated (for example, I am uncomfortable with a violent crime or sale conviction being vacated, and permanently off someone's record so quickly). I also think, like Strafford, we should consider situations where someone serves a period of incarceration before entering drug court if the crime is such that it would be appropriate.

I do not think it is likely that Grafton County will receive a probation officer for drug court. This is a limitation to taking violent higher risk / higher need people, such as parolees. There are other concerns as well. I look forward to future meetings where the County stakeholders meet again, with commissioner involvement, to determine whether it is appropriate to expand our program.

I would note we may wish to start a less intensive program for first time drug possession offenders, people in the lower risk, but high need category (such as heroin addicts). Currently, offenders, such as heroin addicts, have an incredible need, but the crime (possession of personal use heroin) is not severe enough in most cases for our program. Perhaps a New Hopes type program or an adult diversion program would be a welcome addition to our alternative sentencing. In any event, Grafton County is ready for future discussions.

b. Mental Health Court

Shelly Golden has authorized the OGCA to reach out to her early in the process, well before sentencing, to determine whether she can be of assistance with individuals who are mentally ill. This is welcome and we look forward to clarifying exactly how this will work out.

I hear a promotional piece on the radio about the Grafton County Mental Health Court – it was very well done and is an effective way to get the word out. Shelly Golden explained that the Advocates supported this piece, yet another reason to be thankful for partnerships.

Mary Bleier is our office's representative for the Mental Health Court initiative. I continue to support the development of a felony level program as well.

c. Justice Involved Veterans

New Hampshire's Justice Involved Veterans Task Force has organized a state wide, all day conference for June 12, 2015. This will be a vital opportunity to learn about ways we can improve services to veterans in New Hampshire. An excellent source of information about Veterans Courts is at <http://www.justiceforvets.org/>. Currently over 250 people have enrolled, showing true support for our veterans, especially those that are struggling. We have the materials for the conference posted on our webpage, under resources. Continued thanks to Sam Norcross!

(11)Circuit Court

The Office of the Grafton County Attorney does not hire Circuit Court Prosecutors, with limited exceptions. However, the New Hampshire Department of Justice expects us to oversee any issues with prosecution in Grafton County, including circuit court prosecution. We are receiving increased requests for assistance from Circuit Court prosecutors. This work is not reflected in our statistics, but is vital. Each month, our webpage, entitled the NH Prosecutors Network, provides more and more resources for Circuit Court prosecutors.

Paul Fitzgerald and Melissa Fales will be training circuit court prosecutors on how to prosecute sexual assaults in Juvenile (Family) Court.

(12)Victim-Witness Program for Misdemeanor Level (Circuit Court) Domestic Violence and Sexual Assault cases

We are happy to report that we have received this grant for September 1, 2015 – August 2016. I am passing out the pamphlets for your region. We also now have the program fully designed and available to the entire county, and are seeing regular referrals. We do not have an applicant at this time, so I am promoting the program and have flyers and brochures.

(13)Drugs in Our Communities

We have received requests to meet with groups in the Haverhill and Littleton who are tackling substance abuse in their communities and will do our best to participate in these important initiatives.

(14)Miscellaneous initiatives.

a. Google Site

Plymouth State University is assisting in developing a google site for law enforcement. The Office of the Grafton County Attorney can administer the site, and law enforcement can be invited to join with a Gmail account. We will have reviewed webinars, announcements and other training materials available 24/7.

b. PSU library

PSU has offered to provide library cards to members of law enforcement who wish to have a library card. The Office of the Grafton County Attorney will maintain a list to provide to PSU's library. Again, we greatly appreciate Plymouth State University's assistance in this initiative.

c. Prosecutors Network

We continue to work on sharing legal research and other resources with prosecutors via a simple system on our website.

d. Intern Brochure

We have received numerous requests for students to intern. While we cannot accommodate all these requests, working with a PSU intern, we have developed a brochure of resources for students that we will post on line. Thank you to Lucas, our PSU intern, who wrote this brochure.

10:05AM Commissioner Cryans opened the 1st Public Hearing: the CDBG Project:

Commissioner Cryans asked Pat Garvin to introduce the project and P. Garvin noted that there are handouts about the public hearings available to the public.

Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. Grafton County is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects (including capacity building projects), as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000 per year. Projects must primarily benefit persons of low to moderate income.

This proposed Economic Development for Regional Development Corporation Capacity Building application to the Community Development Finance Authority is for up to \$200,000 in Community Development Block Grant funds for the 2015 program year. The Capacity Builds funds will be provided to the NH Alliance of Regional Development Corporations on behalf of its member entities; the ten individual regional development corporations will be the recipient of not more than \$20,000 each. The funds will be used to assist with the operation of NH Regional Development Corporations and to promote economic development in New Hampshire. The

County will retain up to \$10,000 for the expenses related to the administration of this grant. The individual RDC's will each document the creation of at least 1 job filled by a low-to-moderate income person.

This project conforms with the County's current 2014 Housing and Community Development Plan's goal of supporting economic and community development projects of regional, and statewide, impact through application of CDBG funds through CDFA.

Commissioner Cryans asked if there were any comments from the public. There were none.

10:10AM Commissioner Cryans closed the 1st public hearing

10:10AM Commissioner Cryans opened the 2nd Public Hearing and asked Pat Garvin to introduce the Residential Relocation and Assistance Plan for this project.

RARA Plan

This Residential Antidisplacement and Relocation Assistance Plan is standard language which provides a procedure in cases where there is residential or business displacement due to a project using CDBG funds. It must be adopted for each CDBG project. For this project, no displacement or relocation is anticipated but the plan must be adopted in the unlikely chance that displacement takes place.

Commissioner Cryans asked if there were any comments from the public. There were none.

10:11AM Commissioner Cryans closed the 2nd public hearing.

Commissioner Lauer moved to approve submittal of the CDBG application on behalf of the Alliance of Regional Development Corporations. Commissioner Richards seconded the motion and all were in favor.

Commissioner Richards moved to adopt the Residential Antidisplacement and Relocation Assistance Plan for the project. Commissioner Lauer seconded the motion and all were in favor.

Commissioner Richards moved to authorize the Chair of the County Commissioners to submit the application and execute any and all documents necessary to effectuate the potential CDBG contract. Commissioner Lauer seconded the motion and all were in favor.

Commissioner Lauer moved to have Patricia Garvin write the application on behalf of the County. Commissioner Richards seconded the motion.

Discussion

Commissioner Richards asked if Pat Garvin will be writing the grant. She stated that she will be writing the grant.

The Commissioners voted on the motion and all were in favor.

Commissioner Cryans then signed the following forms:

- RARA plan; certifying date of adoption.
- HUD Disclosure
- Grant writing agreement
- Municipal certification
- Environmental Exemption

Commissioner Cryans asked if everyone had a chance to read the minutes from the June 2nd meeting. Commissioner Richards moved to approve the minutes. Commissioner Lauer seconded the motion and all were in favor.

The Commissioners signed check registers 666-667; 1191-1195.

ED Libby stated that they have chosen the flooring for the nursing home. CPI estimated 3-5 days for the flooring to be completed and they pushed the move of residents back to June 24th.

ED Libby submitted the GCDoc Superior Court report for the month of May to the Commissioners for their review.

ED Libby read a letter to the Commissioners from the New Hampshire Division of New Hampshire Resources stating that the Bristol Town Hall has been nominated for the National Register of Historical Places.

ED Libby stated that due to the next weeks audit the Commissioners' meeting will be held in the UNH Extension Conference Room. They discussed other scheduling conflicts and stated that there will be no meeting on June 23rd.

ED Libby submitted the following four (4) 2014 MicroEnterprise drawdown requests for the Commissioners to sign:

- Hannah Grimes - \$56,069
- WREN - \$36,403
- GCEDC - \$21,848
- SBDC/Pathways - \$2,000

Commissioner Lauer stated that she attended the Ray Burton Memorial Walk a Thon, the Northern Pass EIS preliminary meeting in Easton on Sunday as well as the 106 Northern Pass meeting in Sugar Hill last night.

Commissioner Cryans attended NHAC meeting and stated that he brought up the discussion of where they stand with the new Executive Director. He stated that right now there is a division between the officers as to what they are looking for with the new Executive Director, whether it will be a part time or full time position.

Commissioner Cryans stated he also attended the State and County Finance Committee meeting where there was a discussion on starting a thinking process on what counties are going to do with long term care.

Mr. Fillion handed out a letter to the Commissioners regarding his donation offer of \$500,000 to establish a cultural center in Haverhill and certain parameters that he has set for how the money is to be used. Commissioner Cryans told R. Fillion that they would have to read over the letter and talk again next week.

11:02PM with no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk