

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Highway  
North Haverhill, NH 03774  
July 10<sup>th</sup>, 2018

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

OTHERS PRESENT: FM Kimball, Assistant Herdsmen White, Register of Deeds Monahan, County Attorney Saffo, Grant Administrator Donna Lane, Larry Berg – Ahead, IT Manager Ruggles.

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

FM Kimball arrived and gave the following report:

- 1) Currently milking 82 cows. We are shipping 5,200lbs daily, averaging 64lbs per cow.
- 2) Price of milk went up over a dollar, now at \$18.07 per hundredweight.
- 3) Chopped some of our 2<sup>nd</sup> crop. Waiting on fields to grow more so that we can make some dry bales.
- 4) Open Barn went well.
- 5) Been struggling with the heat. Cows have dropped over 10lbs a piece due to the heat stress.
- 6) Going to take pigs and a jersey calf to the North Haverhill fair.
- 7) Open Farm Stand July 7<sup>th</sup>.
- 8) Ben is on vacation for 2 weeks, went to Michigan for the Herds of Excellence Award. B. White was present at the meeting and talked about his experience attending the Awards Ceremony in Michigan. He stated he was asked about him being a Delegate from New Hampshire and go to these events every year. Each state has its own representation and New Hampshire did not have any representation this year. He stated that he is interested in becoming a representative and will keep the Commissioners up to date as he hears more about.

Register of Deeds Monahan arrived and gave the following report:

**Grafton County Registry of Deeds**  
**Kelley J. Monahan Register**  
**Report to Commissioners**  
**July 10, 2018**

**June Revenue**

|                       |              |                      |               |
|-----------------------|--------------|----------------------|---------------|
| County Revenue 5/2009 | \$101,356.82 | State Revenue 5/2009 | \$ 592,480.32 |
| County Revenue 5/2010 | \$ 91,723.72 | State Revenue 5/2010 | \$ 676,525.44 |
| County Revenue 5/2011 | \$ 75,762.57 | State Revenue 5/2011 | \$ 520,156.80 |
| County Revenue 5/2012 | \$ 89,548.22 | State Revenue 5/2012 | \$ 677,853.12 |
| County Revenue 5/2013 | \$ 88,550.41 | State Revenue 5/2013 | \$ 715,272.00 |

County Revenue 5/2014 \$ 89,016.93  
County Revenue 5/2015 \$112,384.98  
County Revenue 5/2016 \$108,674.03  
County Revenue 5/2017 \$100,371.17  
County Revenue 5/2018 \$ 96,101.48

State Revenue 5/2014 \$ 806,646.64  
State Revenue 5/2015 \$ 1,141,852.16  
State Revenue 5/2016 \$ 1,163,662.08  
State Revenue 5/2017 \$ 1,029,234.24  
State Revenue 5/2018 \$ 1,110,388.48

**Foreclosures**

2009 86 year to date  
2010 116 year to date  
2011 115 year to date  
2012 101 year to date  
2013 71 year to date  
2014 64 year to date  
2015 57 year to date  
2016 53 year to date  
2017 44 year to date  
2018 23 year to date

1. We will close out FY18 approximately \$140,000 over our revenue projections.
2. The Fidlar contract has been finalized, it is under review by the Primex Legal Department. Once I sign the contract, I will be sending out a press release which will detail the future changes to our system. We will be transitioning to the new search program Laredo nearing the end of 2018 or the start of 2019. The company could no longer risk supporting the old Connor and Conner search program. The code was written in the 1980s, the designer has retired, and the lack of system security provided too great a risk to continue support. The dependence on JAVA as a platform has also been an issue. I will be scheduling many opportunities for training. There will also be ongoing webinar trainings conducted by Fidlar program managers. There are many features in Laredo that will increase productivity.
3. We are seeing close to a 50% rate of E-recordings. This service is beneficial to the recording party, as the expense of mailing in a hard copy is saved. However, it takes longer to record the document as there are multiple steps involved, we must now calculate the RETT Real Estate Transfer Tax and apply it to the transaction and determine if full tax is paid or half tax as is the case with Fannie May. Often documents must be rejected for miscalculation of fees. This is another example of how technical progress in our field has shifted the work load and responsibility from the Real Estate and Legal entities to the Registry Staff. The original document on the submitter's end does not contain the recording information. Only the digital returned document contains this information.
4. **Discussion of Registry of Deeds staffing, work conditions and moral.** The Registry of Deeds workload increases substantially on every holiday week. This is due to increase in real estate activity associated with the public having additional time off to attend closings etc. My team understands that this is the nature of the business and they know not to request time off during holiday weeks, particularly Mondays and Fridays, being the busiest days. The moral in my office has always been high and we are a solid team. As I have discussed for many years, the grading of these positions holds my staff with little room for increases. In consideration for their dedication to the office and the team-work that it takes to close out a busy day, I

would like the Commissioners to consider adding 2 weeks unpaid time to the earned time banks of three veteran staff members. Exceptions to Grafton County Handbook Policy have been made before and there have been special considerations for other departments. Please consider this request and I will be preparing two memos requesting two motions for next week's meeting.

Respectfully Submitted,

Kelley J. Monahan

Commissioner Piper asked RD Monahan if she would give her the history of discussions between herself and previous Boards of Commissioners regarding the issue of salaries and asked if the compensation of her staff was consistent to other counties.

Atty. Saffo arrived and gave the following report:

**Office of the Grafton County Attorney**  
**Lara Saffo, County Attorney**  
**July 10th, 2018**  
**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.

*Justice must always question itself, just as society can exist only by means of the work it does on itself and on its institutions.*

Michel Foucault (1926-84), French philosopher. "Vous Êtes Dangereux," in *Libération* (Paris, 30 June 1983; repr. in Didier Eribon, Michel Foucault, 1989; tr. 1991).

**(2)STATISTICS**

**Caseload at the Office of the Grafton County Attorney.**

*This reflects the caseload at the Office of the County Attorney. It does not reflect the workload, as we are involved in community partnerships (see below) and have additional responsibilities under New Hampshire Law<sup>1</sup>.*

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<sup>1</sup> Additional responsibilities outside of traditional case review includes but is not limited to the following:

| <b>Topic</b>                            | <b>2017 calendar year data</b> |
|---|--------------------------------|
| Review Circuit Court Petition to Annuls | 376                            |

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Data for the first seven weeks of the year:

|                                  |     |
|----------------------------------|-----|
| January 1, 2018 to July 10, 2018 | 513 |
| January 1, 2017 to June 12, 2017 | 511 |
| January 1, 2016 to July 10, 2016 | 425 |
| January 1, 2015 to July 10, 2015 | 369 |

Victim cases for 2018 (to date)

Of the cases above, 219 had at least one victim. Many cases have more than one victim.

Felony first cases for 2018 (to date)

Of the 439 referrals above, 153 were cases in which an arrest was made, and so we were subject to the expedited time frameworks associated with felony first. Sixty nine of those 153 cases were individuals that were incarcerated so we had to be ready to file complaints, file probable cause affidavits, and represent the state in an arraignment within the next business day.

Year- end data

From January 1, 2017 to November 20<sup>th</sup>, 2017, the OGCA received 883 referrals.

**(1) Mental Health Court**

Grafton County is incredibly fortunate to have active mental health courts. However, court time is limited and we have been informed that in at least two of the courts there is no available court time through the end of 2018. The Court involvement is vital. We greatly appreciate the time constraints on the court system. My hope is that we work through the time constraints as much as possible, keeping the programs intact. When the court cannot commit to time, we go to the next best alternative, which is meeting as a team with participants outside of the courtroom, all the while doing anything we can to support the court system.

**(2) Bail reform**

Grafton is the pilot project for a screening tool. It is not mandatory for the court to follow the form, meaning the judge can deviate from its use. Nonetheless I have concerns with this form. For example, the prosecutor completing the form

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|  |     |
|--|-----|
| Review Superior Court Petition to Annul    | 56  |
| Review DCYF Referrals                      | 479 |
| Review Juvenile Petitions                  | 31  |
| Review and respond to Governor Warrants    | 1   |
| Review IAD documents                       | 5   |
| Review untimely death reports              | 153 |
| Review requests for One Parties Intercepts | 17  |
| Right to Know requests                     | 13  |

On call 24/7: for any felony arrests, untimely death notification, violent felonies, sexual assaults, and now any felony arrest. Each attorney is assigned one week, each attorney is on call at least 4 weeks a year.

Other matters: Conduct Trainings, Constituent Concerns, Legislative matters  
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is identified as a “rater” of potential success while released. I am uncomfortable with this label or an implication that we feel we have accurately rated risk when we complete the form. So I am expressing this concern with the court. I do not object to Grafton County prosecutors answering any of the questions on the form at all.

**(3) Circuit Court Victim Witness Services**

As of July 1<sup>st</sup>, we will have a grant to increase services to circuit court. We are working to hire the file clerk part time position, so the circuit court coordinator can start full time.

**(4) Sex Crimes Unit**

We have our evaluations for the grant on July 30-31<sup>st</sup>. This is an in site visit from AEquitas.

**GRANTS IN THE OFFICE OF THE GRAFTON COUNTY ATTORNEY OR THAT WE BENEFIT FROM**

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.

We received a supplemental VOCA grant in the amount of \$35,000 to make our circuit court victim witness coordinator full time. This will start on July 1<sup>st</sup>.

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 are participating in prevention initiatives for commuter college sexual assaults.

e. Sexual Assault Justice Initiative

This is a DOJ grant that we will benefit from. All Grafton law enforcement agencies now have access to a full time investigator to assist in adult sexual assault matters. Prosecutors are benefitting from training by AEquitas, and they are coming this summer to conduct case review with us.

f. Human Trafficking Coalition

We are not directly receiving funding, but New Hampshire received a federal grant to combat Human Trafficking and we now have the ability to refer human trafficking cases to this entity.

**Outstanding Grant Requests**

There are two outstanding grants that Grafton County would benefit from:

- a. Department of Justice grant to include a child sexual assault investigator in Grafton County.
- b. Grafton County Roving Advocate grant  
This has been submitted. We hope to hear by September.

**Community Partnerships**

*Here are some of the community partnerships we are members of:*

Alternative Sentencing

Drug Court

Mental Health Court

Justice Involved Veterans Taskforce

Adult Diversion

Juvenile Diversion/Restorative Justice

Grafton and Sullivan County Child Advocacy Center at DHMC

Victim Witness Program for Circuit Court matters

Internet Crimes Against Children Task Force/Cybercrime/digital evidence

Sexual Assaults

Plymouth Area Sexual Assault Resource Team

Littleton Area Sexual Assault Resource Team

Upper Valley Sexual Assault Recourse Team

Haverhill Area Sexual Assault Resource Team

College initiatives/Prevention Innovations at UNH

NH's Human Trafficking Coalition

Protection of Older Adults

Grant Administrator Donna Lane and Larry Berg from Ahead arrived for the mid grant public hearing on Friendship House in Bethlehem.

Grafton County  
Public Hearing Script  
Community Development Block Grant Project

10:03AM Commissioner Lauer opened Public Hearing on the Progress of the Friendship House CDBG Project

Donna Lane noted that Handouts were available to the public.

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility and housing projects, up to \$500,000 for emergency activities, and up to \$12,000 is available per planning study grant. All CDBG projects must directly benefit low and moderate income persons. The purpose of the hearing is to seek

public comment on the progress of the construction of the new Friendship House, 2957 Main Street, Bethlehem, NH. The Friendship House provides treatment services to individuals who recognize the need for treatment of alcohol and other drug related dependencies. The majority of the clients are of low or moderate income.

The new 18,860 square foot facility will have 14 double occupancy rooms and 4 single occupancy detox units, 17 counseling and support offices, a full commercial kitchen, training facilities and areas to support numerous other resident programs designed to help transition individuals into the workplace.

The Friendship House construction project began in August 2017. The new facility will be Substantially Complete June 30, 2018. Move in will be in July 2018. The old facility will be demolished in August.

Larry Berg stated that the old building has no foundation or slab and does not meet code requirements to be used as a residential or treatment facility. They looked to rehab it and use it but were told by DHHS that they were not allowed to use it. Commissioner Ahern stated that the government is looking for places to put people and they are tearing down buildings. L. Berg stated that they had an additional license from DHHS to continue treatment in this building until the new facility was finished. Commissioner Ahern believes this is a tremendous waste of public assets and with the need out there it is shortsighted to rip down a building that has been used since the 1970s. D. Lane stated that to bring that up to code it would cost more than it would to tear it down. They need to look at the positive; they have a beautiful new building that can hold the same amount of people with the opportunity to double occupancy in the future.

Commissioner Lauer asked if there were any comments from the public. No members of the public were present.

10:15AM Commissioner Lauer closed the Public Hearing.

Commissioner Lauer asked if everyone had a chance to read the minutes from the July 3<sup>rd</sup> meeting. Commissioner Lauer and Commissioner Piper both had edits.

**MOTION:** Commissioner Ahern moved to approve the minutes from the July 3<sup>rd</sup> meeting. Commissioner Piper seconded the motion and all were in favor.

IT Manager Ruggles arrived to request for the purchase of the Barracuda email security archive one (1) year contract. He stated that this is in his FY19 budget. He received three (3) quotes as follows:

SHI - \$9,632.00

RTM Communications - \$10,388.70

PCM-G - \$10,449.60

He stated that he recommends selecting SHI and their quote of \$9,632.00. He stated that SHI is his main vendor and they have been very happy with them. He noted that he receives free shipping from them on all equipment no matter the size.

**MOTION:** Commissioner Piper moved to select SHI and their quote of \$9,632.00. Commissioner Ahern seconded the motion and all were in favor.

The Commissioners signed check registers 71; 1207-1210.

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

CA Libby submitted a CDBG Claim for WREN in the amount of \$16,450 for Commissioner Lauer to sign.

CA Libby gave the Commissioners each a letter from the Wentworth Police Department regarding Dispatch Fees noting their concerns about the \$4,713.00 increase over last fiscal year. They do not have the money in their budget to cover the unexpected increase and are requesting that the Commissioners waive the increase for this year. CA Libby stated that to the best of her knowledge they have never waived the increase, they have capped the increase for some agencies that had large increases. The Commissioners stated that they would like to discuss this with Sheriff Dutile and Director of Communications Andross before they can make a decision.

Employee Inquiry – CA Libby stated that Nursing Home Administrator Labore was approached by an employee to see if Grafton County would support a golf fundraiser at Blackmount to benefit the Grafton County 4-H program. He stated that he doesn't have this in his budget but wondered if the Commissioners have a fund to support community programs outside of the social service budget. CA Libby stated that she told NHA Labore that these aren't normally things that the county participates in and that the Commissioners do not have a budget for it. The Commissioners all agreed that the County shouldn't get involved with this at tax payer's expense. Commissioner Lauer stated that there are many fundraisers throughout the Grafton County and if they were to get involved with one (1), they would be expected to participate in more.

CA Libby requested to go into nonpublic session.

\* 10:36 AM Commissioner Ahern moved to enter into non-public session for the purposes of the hiring of any person as a public employee according to RSA 91-A:3, II (b) Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Ahern "yes"; Commissioner Piper "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

\*10:48 AM Commissioner Lauer declared the meeting back in public session.

Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion and all were in favor.



Commissioner Issues:

Commissioner Ahern stated there will be a meeting Thursday evening in Bridgewater at Mike Sharp's logging equipment business about the two (2) bills the Governor vetoed pertaining to biomass. The meeting is being sponsored by the NH Timberland Association. They would like State Representatives and anyone running for office to attend.

Commissioner Ahern will be doing his PBTv update tomorrow morning. He stated that he also received a call from a constituent from Campton about the issue with the Beckett School. He is unaware of what the issue is but he will be looking into it.

10:55AM With no further business the meeting adjourned.

Respectfully Submitted,

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Wendy A. Piper,  
Clerk