

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

July 14th 2015

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

OTHERS PRESENT: COA Dave Falkenham, Jon Martin, Heath Bunnell – HB Logging, FM Donnie Kimball, RD Kelley Monahan, CA Lara Saffo, Brandon Harrison

EXCUSED: Commissioner Richards

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

COA Falkenham arrived with Heath Bunnell from HB Logging and Jon Martin, who will be supervising the timber sale, to introduce them to the Commissioners and sign the Timber Sale Contract and Supervision Agreement.

H. Bunnell stated that if all goes well it will take roughly three (3) weeks to cut down all the timber that is marked. FM Kimball stated that his last hay cut will be in September. H. Bunnell stated that they would start after then. He explained that he would work on other jobs that he has lined up during the times he is unable to cut here due to wet grounds.

FM Kimball stated that he has a piece of the bank by the road that is grown up so far that people can no longer see the island when they drive by and asked H. Bunnell if he would be able to cut those trees down while he was doing the timber cut. H. Bunnell stated that he would take a look at the area and let FM Kimball know.

COA Falkenham stated that they have put a fifteen (15) hour a week cap on the timber supervision but will be flexible if any issues were to come up.

The Commissioners signed the Timber Sale Contract with Heath Bunnell and the Supervision Agreement with Jon Martin.

FM Kimball arrived and gave the following report:

- 1) We are milking seventy head of cattle and shipping approximately 6,200 pounds of milk per shipment
- 2) This averages out to eighty pounds of milk per cow. The price of milk is \$17.10 per hundredweight.
- 3) We have finished second cut of grass crops and that was completed on July 11.
- 4) We are now working on getting equipment ready for the next cut and fixing some equipment problems we ran into with our previous cuts.

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- 5) Grafton County Farm Stand opened July 6th. We are not at full selling strength yet with our vegetables because of the tremendous amount of rain we had in June. It slowed down growth in the garden. We currently are selling: summer squash, zucchini, cucumbers, beet greens and spinach. The tomatoes are looking good so far. We will be stringing them again in the next few days.

RD Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
July 14, 2015**

June Revenue

County Revenue 6/2009	\$101,356.82	State Revenue 6/2009	\$ 592,480.32
County Revenue 6/2010	\$ 97,723.72	State Revenue 6/2010	\$ 676,525.44
County Revenue 6/2011	\$ 75,762.57	State Revenue 6/2011	\$ 520,156.80
County Revenue 6/2012	\$ 89,548.22	State Revenue 6/2012	\$ 678,853.12
County Revenue 6/2013	\$ 88,590.46	State Revenue 6/2013	\$ 715,272.00
County Revenue 6/2014	\$ 89,016.93	State Revenue 6/2014	\$ 806,696.64
County Revenue 6/2015	\$112,384.98	State Revenue 6/2015	\$1,141,892.16

Foreclosures

2009 86 year to date
2010 116 year to date
2011 115 year to date
2012 101 year to date
2013 83 year to date
2014 76 year to date
2015 55 year to date

1. June was our highest revenue month in 8 years.
2. With the departure of one of our staff to another department, we are already seeing the need for some overtime. Our department is very time sensitive and in order to have all the daily work processed and recorded by the end of the business day, this is a necessity. We have undergone 2 system updates in the past month and the staff and I have completed two webinar trainings. We are about to be trained for our new process of e-recording. Considering the busy summer months, the new systems and vacations, I am not going to replace the staff member until late fall. I feel that this is the most efficient way to bring someone new aboard.
3. I have received a few calls about the decision to remove the images of the documents from view, for free to the entire world. After explaining my position, almost everyone has been very appreciative. We provide a number of opportunities for people to access the images.
 1. We provide 8 computer stations in our public viewing room for the public to access our documents.

2. Our Website at NHDeeds.com has an option called direct search. You enter the name that you are searching and you have access to the recording date, the document type, book and page. With this information, you may then send in a written request along with proper payment or come into the office for your copies.
3. Tapestry, is a convenience tool for the one time or infrequent user using a credit card. You can read about Tapestry on our website at NHdeeds.com.
4. For the professionals that use the data base on a daily basis in the course of their business, we offer subscription accounts at \$120.00 per year. This charge helps offset the expense of bringing the records to the internet. I firmly believe that the tax payer of Grafton County should not be supplementing the services to legal, title, banking, servicing and real estate professionals across the globe.
5. Every municipality in Grafton County has an account. Your town Clerk/Administration may look up your document for you and charge you the cost of the copy. The town will then be billed for this copy by the Registry.
6. I feel that the data base should never have been as available as it has been. We are now in a new era of identity theft and fraud. The FBI stating that real property theft on paper is the fastest growing white collar crime. I have great concern for the second home owners and elderly residents of our County. Property Fraud Alert is a free service that is provided by our software partner, Fidlar Technology. You can find details on our website. I stand firm in my decision to structure access to the documents in the manner in which I have.

Respectfully submitted,

Kelley J. Monahan
July 14, 2015

Commissioner Cryans discussed an email they received regarding the decision RD Monahan made to remove the images of the documents from view. RD Monahan stated that she received that email as well and she will address the issue.

Commissioner Cryans asked if everyone had a chance to read the minutes from July 7th.

Commissioner Lauer moved to approve the minutes of the July 7th meeting.
Commissioner Cryans seconded the motion and all were in favor.

The Commissioners signed check registers 1003, 1006 & 1029.

ED Libby submitted the Gile Hill Subrecipient Agreement for Commissioner Cryans to sign.

ED Libby stated that she has drawdown request for the Plymouth Senior Center in the amount \$42,680 for Commissioner Cryans to sign.

ED Libby submitted the CDBG Grant Agreement AHEAD - Orford Feasibility Study for Commissioner Cryans and Commissioner Lauer to sign.

FY2015 Encumbrance Requests. ED Libby stated that there are four (4) classifications of requests: the Re-Encumber – FY2015 in the amount of \$144,492.30, new requests from FY15 in the amount of \$136,131.37, Nursing Home Re-Encumber FY15 in the amount of \$64,406.82 and Nursing Home request from FY15 in the amount of \$54,795.13. ED Libby discussed the individual encumbrance requests with the Commissioners.

Commissioner Lauer moved to approve the encumbrances for FY15. Commissioner Cryans seconded the motion and all were in favor.

Atty. Saffo arrived and stated that she was currently in the middle of an interview with Brandon Harrison for the AmeriCorp position and brought him with her to the meeting as part of the interview. She then gave the following report:

**Office of the Grafton County Attorney
Lara Saffo, County Attorney
July 14th, 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) Statistics

Cases referred to the Office of the Grafton County Attorney:

January 1, 2010 – July 14, 2010	292 cases
January 1, 2011 – July 14, 2011	430 cases
January 1, 2012 – July 14, 2012	397 cases
January 1, 2013 – July 14, 2013	448 cases

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January 1, 2014 – July 14, 2014 422 cases
 January 1, 2015 – July 14, 2015 385 cases

(2) Interns

We are interviewing potential Ameri-Corp volunteers now.

(3) The Child Advocacy Center



CAC Business Updates as of June 4th

County	Month	#FI
Grafton	May	17 (2 EFI) – 15 f/u MH
	June	14
	July	As of July 1 st 2 with 6 pending
Sullivan	June	6
	July to date	3 pending

(4) 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 had its first case review.

(5) Training

The County Attorney presented on Elder Abuse at the Partners Against Violence conference.

Paul and Melissa are presenting a multi disciplinary training on Prosecuting Juvenile Sex Offenders at the end of July.

In August we will be attending training on Eyewitness Testimony conducted by the New Hampshire Chiefs of Police, the Office of the Attorney General and the Innocence Project.

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.

(6) 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.

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.

We are training one of our support staff to be the intake coordinator for all cases, so they are fully opened in our system within 24 hours of receipt.

(7) 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.

(8) The Skye System

We have forwarded all the information on our proposal for courtroom improvements to the court clerk, who in turn forwarded it to the Administrative Office of the Courts. I hope to hear from the court system shortly that we can begin issuing bid notices.

(9) Participation in Alternative Sentencing:

a. **Drug Court**

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 non violent. There has been, and continues to be, a push to expand the program. I support a three tier model. First, I recommend what I refer to as an adult diversion program with referrals and follow up regarding treatment. The Second Tier would be our current program. The Third Tier would be for more serious cases, where annulment would not be an option.

Regarding parolees, if, like the other counties, we receive a probation/ parole officer for drug court I support expansion to include parolees. However, without this support I cannot recommend this level of expansion. 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.

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.

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**

The statewide conference was a success and I am happy to report that Halls of Hope's Veterans Behavioral Health Track has opened. An excellent source of information about Veterans Courts is at <http://www.justiceforvets.org/>.

(10)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.

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

(11)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.

(12)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.

(13)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.

FY2015 Final Appropriation Transfers – ED Libby discussed the various final appropriation transfers for FY15 with the Commissioners and stated that they totaled \$376,946.

Commissioner Lauer moved to approve the final appropriation transfers for FY15. Commissioner Cryans seconded the motion and all were in favor.

ED Libby stated that the July 28th meeting will be in UNH conference room.

Commissioner Lauer stated that she attended the Bath 250th Anniversary opening ceremony and it was a very nice weekend.

Commissioner Cryans stated that he also went to the 250th opening ceremony.

Commissioner Cryans stated he attended a meeting of the Medicaid Managed Care Commission in Lebanon last week where they discussed Medicaid Managed Care contract with mental health agencies and the difficulties that are arising from this with the MCO's. This could potentially have a major impact on the whole Managed Care system.

The Commissioners handed out service pins at the Sheriff's Department and Department of Corrections.

10:25 with no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk