

GRAFTON COUNTY COMMISSIONER MEETING

3855 Dartmouth College Highway

North Haverhill, NH 03774

August 18, 2020

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

OTHERS PRESENT: Register of Deeds Monahan, Nursing Home Administrator Labore, Sheriff Stiegler, Maintenance Supt. Oakes, County Attorney Hornick

Commissioner Lauer called the meeting to order at 9:00 AM 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
August 18, 2020**

July Revenue

County Revenue 7/2009 \$ 95,124.29	State Revenue 7/2009 \$ 815,904.96
County Revenue 7/2010 \$ 78,183.24	State Revenue 7/2010 \$ 533,698.56
County Revenue 7/2011 \$ 71,210.18	State Revenue 7/2011 \$ 588,695.04
County Revenue 7/2012 \$ 97,870.27	State Revenue 7/2012 \$ 873,670.08
County Revenue 7/2013 \$ 91,743.38	State Revenue 7/2013 \$ 753,309.12
County Revenue 7/2014 \$108,609.67	State Revenue 7/2014 \$1,363,533.56
County Revenue 7/2015 \$ 95,930.06	State Revenue 7/2015 \$ 895,613.96
County Revenue 7/2016 \$ 96,422.98	State Revenue 7/2016 \$ 939,816.96
County Revenue 7/2017 \$ 92,220.96	State Revenue 7/2017 \$ 885,290.00
County Revenue 7/2018 \$ 105,648.54	State Revenue 7/2018 \$1,175,898.26
County Revenue 7/2019 \$ 100,671.70	State Revenue 7/2019 \$1,108,789.44
County Revenue 7/2020 \$ 128,157.00	State Revenue 7/2020 \$1,409,724.08

Foreclosures

2009	100	year to date
2010	139	year to date
2011	128	year to date
2012	120	year to date
2013	50	year to date
2014	33	year to date
2015	29	year to date
2016	50	year to date
2017	41	year to date
2018	30	year to date
2019	41 + 280 (from one source)	= 305 year to date
2020	11	year to date zero in May due to Governor's executive order

Grafton County Commissioners' Meeting

August 18, 2020

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1 for June 2020

0 for July 2020

1. July 2020 was our highest document count and revenue month for both Grafton County and State of New Hampshire in the 9 ½ years that I have served as Register of Deeds.
2. Discussion regarding the use of CARES ACT funding to make available all historic books on the internet.

Respectfully submitted,

Kelley J. Monahan

RD Monahan stated that she is looking into using CARES Act funding to complete their project of uploading their historic books onto the internet. She noted that a Register from Ohio was successful in using CARES Act funding to complete this project because it creates more staff time for additional work required as a result of COVID-19. It would cost \$5,700 to upload the rest of these books to Fidlar and the whole database will be available online which would also limit the amount of public in and out of the office. She stated that this isn't happening right now and for the Commissioners to think about it. Commissioner Piper stated that this sounds like a good idea and she looks forward to discussing it further.

NHA Labore arrived to discuss a bid waiver for the purchase of two (2) dryers from Daniels Equipment. He stated that he is requesting the bid waiver based on prior history and customer service with Daniels Equipment. He explained that the employees are used to the Unimac and the Maintenance Department is very familiar with the equipment as well.

MOTION: Commissioner Piper moved to waive the competitive bidding process and accept the quote from Daniels Equipment Company, Inc. of \$25,900 for the purchase of two (2) Unimac 120lb Gas Dryers. Commissioner Morris seconded the motion and all were in favor.

Sheriff Stiegler arrived and gave the following report: (*see attached)

Sheriff Stiegler noted that the White Mountain National Forest Patrol has been very busy which is the reason for their increased mileage.

Commissioner Lauer asked if everyone had a chance to read the minutes from the August 4th meeting.

MOTION: Commissioner Piper moved to approve the minutes from the August 4th meeting. Commissioner Morris seconded the motion and all were in favor.

The Commissioners signed check registers: 6, 1017, 1020-1023, 1025-1027.

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MOTION: * 9:31 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted pursuant to RSA 91-A: 3, II (a) and the hiring of any person as a public employee pursuant to RSA 91-A: 3, II (b).

Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

9:46 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer "yes". Commissioner Lauer stated that a majority of the board voted "yes" and the motion passes.

Supt. Oakes arrived and gave the following report:

COMPLEX

Building Automation System Project – The department's electrician is in the process of mounting VFD's in enclosures and mounting by-passes. His work of the project should be complete within the next 2-weeks.

Storm Damage – Paige Excavating completed all of the storm damage repairs to the lawn and road areas identified in last month's report.

Sprinkler Systems – Hampshire Fire Protection completed quarterly inspections of all our sprinkler systems and found all to be in good working order.

Backflow Devices – Completed 6-month test of backflow devices throughout all buildings. Had 2nd check valve fail test on dairy barn backflow device. Took apart, cleaned and reassembled...tested good

COURTHOUSE

Preventative Maintenance (PM) – Performed various PM tasks throughout.

HVAC - To mitigate the cost of running AC-1 24/7 my staff installed a dedicated ductless-split AC system in the forensic lab so we could resume shutting down AC1 in the unoccupied hours. This job is complete and AC-1 is now back to its nighttime and weekend setback schedule.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Sprinkler System – Hampshire Fire Protection technicians replaced one section of dry system pipe in the 69 building that was compromised due to rot.

Kitchen – Food warming cart blower motor failed. Awaiting new motor that was ordered

Domestic Hot Water – Pump bearings going...Awaiting new pump that was ordered

Fire Alarm - Annunciator panel at Maple nurse stationed shorted out due to liquid entry from spilled container...replaced panel

HVAC/Refrigeration

- Walk-in cooler temperature alarm activating periodically. Checked with independent temp gauge and found okay. Ordered new temperature probe for alarm system

Exterior Steps - Leading edge of several exterior steps to 69 basement are cracked and separating. Removed cracked/fragmenting sections and constructed forms to pour in new concrete. Job in progress.

ADMINISTRATIVE BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout.

HVAC

- Heat recovery unit HRU-2 condensate running out of unit and down through ceiling below onto men's bathroom floor. Found sealant failed at wall and pan floor, allowing condensate to migrate outside containment area. Also found mini pan under coil loops on west side had failed sealant at corners. Shut down unit, dried out, removed bad sealant and applied new. Also lined mini-pan with rubber coating due to heavy corrosion. Sealed all pipe penetrations
- Heat recovery unit 1 not cooling. Found bad fan switch on air conditioning condensing unit 5. Replaced bad fan switch and also a relay to isolate the 208V from the switch.

Generator – Failed during routine monthly operations/load test. Powers Generator tech replaced connections to engine speed sensor.

Automatic Transfer Switch (ATS) - During scheduled test EQ ATS would not transfer back to utility power when generator power was faulty (55hz / 187 volts). ATS was mechanically stuck in generator power position. Tried to manually transfer back but bypass and isolation handles would not budge.

Server Room – Determined IT Department’s routers are not tied into Life Safety (LS) ATS circuit. Routers are critical to phone operations and were found inoperable during recent generator outage. In process of running EMT conduit and wiring from LS covered circuit to meet electrical code. I also suggested to Brent that he move IT’s backup router off the Administration Building generator and install it in a building with a different generator to improve redundancy.

Dept. of Corrections

Preventative Maintenance (PM) – Performed various PM tasks throughout

HVAC / Refrigeration

- Heat pump WHP-F1, circuit B failure of elbow at compressor...lost system refrigerant and oil. Replaced broken elbow and reserviced system
- Heat pump WHP-D1 – circuit A failure of elbow at compressor...recovered refrigerant and ordered parts to repair refrigerant circuit.
- Heat pump WHP-D1 – circuit B refrigerant low...serviced system
- Heat pump HP-H10 keeps shutting down on low pressure ALARM...replaced faulty pressure switch
- Reheat RHT-C8 dumping hot air into C-Area cells. Replaced actuator

MAINT/FARM BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

FARM

Farm Stand – New vegetable racks getting moldy from ice melting in racks. Drilled holes in new racks to relieve water; removed mold; when dry, painted with food-grade paint to prevent reoccurrence.

Dairy Barn

- Milk-line – Diversion valve failed. Replaced valve.
- Bulk tank - Bulk tank temperature 41 and rising. Found LH condensing unit not running due to loss of refrigerant. Leak checked unit and found leak at discharge header connection. Patched crack in joint with silver braze. Pressure tested with nitrogen and then pulled vacuum. Passed both tests. Charged with 13 lbs. R22.

Pig Barn

Piggery Windows – Completed fabricating frames and installed all of them. Made Plexiglas framed panels that can be secured in place for winter operations.

BIOMASS PLANT

Preventative Maintenance (PM) – Performed various PM tasks throughout.

ALTERNATIVE SENTENCING BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

Fire Alarm – Found fire panel not connected to generator. Further investigation revealed panel wiring scheme violated electrical code...tied wiring into generator circuit and corrected wiring violation.

Electrical - Found junction boxes in ceiling area with multiple MC cables that are missing red head anti-short bushings. Shut down affected circuits and corrected issue.

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks on various vehicles and equipment

OTHER

Plow Solicitation – I solicited the following three vendors for the purchase of a new XV2 plow to replace the one on the department's Ford F350 1-ton dump truck. I also asked each one if they take trade-ins and if so, please quote what they would give us for our old plow. The quotes are as follows:

PTO Repair \$5,895 for the new plow minus \$500 trade in for the old plow = \$5,395

Ash Supply \$6,145 for new plow...not interested in old plow

Big Tex Trailer World \$6,360.50 for new plow...not interested in old plow

Supt Oakes recommended accepting PTO Repair's quote of \$5,395, which includes the trade-in.

MOTION: Commissioner Piper moved to accept PTO Repair's quote of \$5,395.00 for the purchase of a XV2 Plow. Commissioner Morris seconded the motion and all were in favor.

CA Libby requested to go into nonpublic session.

MOTION: * 10:02 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the

disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted pursuant to RSA 91-A: 3, II (a). Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

* 10:12 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer "yes". Commissioner Lauer stated that a majority of the board voted "yes" and the motion passes.

MOTION: Commissioner Morris moved to appoint Grant Nelson to interim Farm Manager. Commissioner Piper seconded the motion and all were in favor.

County Attorney Hornick arrived to give the Commissioners an update on their office. She explained that in order to charge someone with a felony the charges have to be brought before a Grand Jury which is made up of people from the community. Since the Governor's Emergency Declarations have been put into place, in person court hearings have been suspended. In Grafton County they have six (6) months of Grand Jury sittings to present cases to a year. They have not had one since February and felony level crimes are still occurring. She spoke to David Carlson about when these will start back up. The plan was to have the Grand Jury sit this Friday the 21st. They need a 40-day window to mail out questionnaires. A couple of weeks ago a member from the Administrative Office of the Courts came to review the courtroom to see if it can be spaced out enough to hold court and they could not, and due to other regulations, they are not allowed to hold Grand Jury in another location as they had previously discussed. She stated that the pilot jury trial is happening in Cheshire County. A state wide grand jury panel will meet in Concord and they will present remotely. Atty. Hornick stated that they probably won't have a jury trial in Grafton County possibly until January or February. She answered questions from the Commissioners and stated that she will keep them updated as she knows more. She also noted that she still has staff working remotely but also have employees working in the office as well.

Atty. Hornick requested to go into nonpublic session:

MOTION: * 10:39 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted pursuant to RSA 91-A: 3, II (a). Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper

“yes” Commissioner Morris “yes” Commissioner Lauer stated that a majority of the board voted “yes” and would now go into non-public session.

* 10:44 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Morris “yes” Commissioner Lauer “yes”. Commissioner Lauer stated that a majority of the board voted “yes” and the motion passes.

Commissioner Lauer requested to go into nonpublic session.

MOTION: * 10:52 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted pursuant to RSA 91-A: 3, II (a). Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Morris “yes” Commissioner Lauer stated that a majority of the board voted “yes” and would now go into non-public session.

* 11:07 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Morris “yes” Commissioner Lauer “yes”. Commissioner Lauer stated that a majority of the board voted “yes” and the motion passes.

Commissioner Issues:

Commissioner Morris thanked NHA Labore, Dawn Jurentkuff and Tori Clark for facilitating an admission to the Nursing Home and educating her to the point that she wants to become an advocate for change to the Medicaid System. Commissioner Morris stated that she is also participating in the Stepping up Initiative with Supt. Elliott, Alternative Sentencing Director DePalo Renee and Mental Health Coordinator Shelly Golden.

Commissioner Piper stated that Steve Taylor had reached out to her because of Lisa Knapton’s resignation wanting to be filled in on what happened and she explained it to him. She noted that they had a good conversation and then he gave some suggestions from his perspective on issues that were brought to his attention. She stated that at the end of the call he referred her to John

Porter who is a retired state dairy specialist from Merrimack. Right now he is acting as an independent consultant for dairy farming and he works with the UNH Extension. S. Taylor mentioned him to her and asked her to call him. Commissioner Piper stated that she called J. Porter and had a good conversation. He's enthusiastically wanting to come talk to the Commissioners. She got his contact information for CA Libby to reach out to him and set up a date to meet with the Commissioners.

Commissioner Lauer stated that in her role as Deputy Health Officer for the Town of Bath she had an emergency come up last week and Acting Director of Nursing Merry Porter was very helpful in assisting her. She stated that she also attended the virtual Cooperative Extension Advisory Council meeting last week.

11:19 AM with no further business the meeting adjourned.

Respectfully Submitted,



Marcia Morris,
Clerk



Jeffrey F. Stiegler
Sheriff

Grafton County Sheriff's Department

3785 Dartmouth College Highway • Box 6
North Haverhill, NH 03774-4936
www.graftoncountysheriff.net

"In Service to Our County and State"



DISPATCH EMERGENCIES
603-787-6911

ADMINISTRATIVE AND CIVIL
TEL 603-787-2111
FAX 603-787-2005

July 2020

- Prisoner Transports: **54**
- CSO movements from the jail to Court: **00**
- Involuntary Emergency Admissions (IEA): **6**
- Arrest: **19**
Arrest on a warrant, superior or civil, instate wanted, and on sight arrest
(people who we send to court)
- Civil: **160**....Total Services
 - 96**.....Abode
 - 49**In Hand
 - 6**.....Could not locate
 - 1**.....Registry
- Motor Vehicle Stops.....**26**
- Total # of Active Warrants..... **340** Criminal
18 Civil
Total = 358
- Total Miles Driven: **28915**

**Grafton County Sheriff's Department
Investigative Services Division Activity**



July 2020

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Unit had the following activity for the month of July 2020.

4 Cyber Tips

1 Attempted Suicide

2 Federal Summons Requested

1 Subpoena Requested

1 Search Warrant (Skype)

1 Delivery of Articles Prohibited

1 CAC Interview from Cybertip – Human Trafficking

1 CAC Interview for past tense AFSA

1 Witness Tampering / Violation of DVO
w/ Search Warrant

2 knock and talk ICAC Cyber Tips

1 ICAC Search Warrant and Operation (Jackson)

1 Polygraph

Arrest for Possession, Distribution of CSAI, Acts Prohibited, Destruction of Evidence

Criminal Polygraph for AFSA (assist agency)

False Imprisonment Investigation

Sexual Assault Complaint

GRAFTON COUNTY SHERIFF'S DEPARTMENT
COMPUTER FORENSIC UNIT



Technical Support to other Agencies		12
Forensic Exams	Number of Hard Drives	1
	Number of Cell Phones	13
	Number of CDs/DVDs	0
	Number of Other (Thumb drives, SD cards)	0
	Number of Gigabytes Examined	1,321
Previews	Number of Items Previewed	7
GrayKey Unlocks	Number of iPhone Unlocks Completed with GrayKey	4
ISP/JTAG	Number of Devices Examined Using JTAG or ISP Methods	0

Monthly Report – July 2020

Forensic Examination Cases

There were a total of 11 Examination Requests and 16 devices brought to the Computer Forensic Unit in the month of July, from the following agencies:

NH ICAC: 1 Request

Conway Police Department: 1 Request

Tilton Police Department: 1 Request

NH State Police, Mobile Enforcement Team (MET): 3 Request's

Thornton Police Department: 1 Request

Campton Police Department: 1 Request

Plymouth Police Department: 1 Request

Laconia Police Department: 1 Request

Connecticut River Hydro Detail

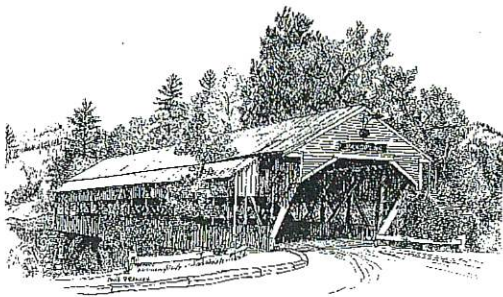
Todd Cohen

To whom it may concern,

On July 3, 2020 around 5pm or 6pm, one of your officers came upon us at the Waterford Bridge Boat Launch after we missed our campsite canoeing down the Connecticut River in heavy rains. He drove us into Littleton and got us a room at a motel. We didn't have service on very many options, so our luck that he came upon us and helped us out was hugely appreciated. We didn't get his name but we hope this makes his way to him.

Thank you,

Adam, Maia, Dustin, and Eben



TOWN OF JACKSON

OFFICE OF THE CHIEF OF POLICE
Service, Safety, Community

Sheriff Jeff Stiegler
Grafton County Sheriff's Office
3785 Dartmouth College Hwy.
North Haverhill, NH 03774

July 27, 2020

In Re; Lt. Eric James
Detectives Eric Bates, Justin Coombs
Deputies Cody McKay, Dan Hamilton

Dear Sheriff Stiegler,

I am writing this letter to you to express my sincere appreciation for the efforts of your staff on July 10th, 2020, in re; State V. Devries. This operation, was the result of a lengthy child sexual abuse image investigation that concluded in the execution of a search warrant. This was a safe and successful event with no injuries and substantial amounts of evidence collected. The offender, Christopher Devries, is currently being held without bail on multiple felonies.

My impression of the Grafton County Deputies was that they were professional, well prepared, communicated their goals clearly and very effective in their various tasks. I could not have been more impressed!

Without the likes of the ICAC Task Force, and the dedicated LEO's that work tirelessly on the mission to hold child offenders accountable, we would all be less safe. To dedicate your sworn duty to protect children, our most vulnerable population, is not just laudable, it is virtuous.

Again, my deepest thanks for your support as an agency on this operation and the professional performance of your Deputies. If there is anything I can do in return to help out Grafton County, please don't hesitate to ask.

Regards,

Chief Christopher C. Perley
Jackson Police Department
Jackson, NH.

