

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
September 12th, 2017

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

OTHERS PRESENT: Farm Manager Kimball, Register of Deeds Monahan, HR Director Clough, County Attorney Saffo, Nursing Home Administrator Labore.

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 69 cows. We are shipping 5,300 lbs. daily, averaging 77 lbs. per cow.
- 2) Price of milk is up, now \$19.70 per hundred weight.
- 3) Working on fall harvest...potatoes, squash, and pumpkins
- 4) Finish up bailing hay.
- 5) Had two litters of piglets, one had 13, the other had 10. One more sow left to litter out.
- 6) Waiting for cow corn to dry down. Looks like we will be chopping mid-October.

RD Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
September 12, 2017**

August Revenue

County Revenue 8/2009	\$ 79,119.71	State Revenue 8/2009	\$ 662,260.80
County Revenue 8/2010	\$ 82,306.17	State Revenue 8/2010	\$ 561,433.92
County Revenue 8/2011	\$ 92,307.85	State Revenue 8/2011	\$ 665,294.00
County Revenue 8/2012	\$ 91,223.74	State Revenue 8/2012	\$ 599,275.08
County Revenue 8/2013	\$100,189.73	State Revenue 8/2013	\$ 732,258.24
County Revenue 8/2014	\$107,943.41	State Revenue 8/2014	\$1,103,613.12
County Revenue 8/2015	\$115,819.72	State Revenue 8/2015	\$1,105,181.76
County Revenue 8/2016	\$104,746.42	State Revenue 8/2016	\$ 839,186.88
County Revenue 8/2017	\$106,846.00	State Revenue 8/2017	\$ 954,372.48

Foreclosures

2009 121 year to date
2010 151 year to date
2011 146 year to date
2012 131 year to date
2013 109 year to date

2014 105 year to date
2015 70 year to date
2016 83 year to date
2017 55 year to date

1. The NHRD Association will be holding our Annual Meeting on Thursday September 22, 2017 at the NHAC conference. Dave Collier President of the New Hampshire Land Surveyors Association will be speaking to us at 10:00. At 11:00 Ernest Riggins and David Stiles CEOs of Fidlar Technology will be presenting updates to programing changes for our search program. The afternoon will be spent with our Association discussing a variety of procedures and practices to seek more uniform policy statewide. I will be presenting the Power-Point Presentation on the Official Public Record that I delivered at the NH Tax Collectors Association.
2. I have been in contract talks with Fidlar Technologies and have been planning our hardware replacement for FY18. We will have stretched our 3-5 year cycle to 6 years. We will be replacing almost all our equipment in 2018. The Surcharge Equipment Fund RSA 478:17g will cover these expenses.
3. I have included a recent thank you note that speaks of our exemplary customer service at the Grafton County Registry of Deeds.
4. On August 31, I spoke before the SEC as the Grafton County Register of Deeds in opposition to the Northern Pass project. I spoke about my experiences since taking office, of all the property owners that have come to the office in search of PSNH easements in their chain of title. I spoke about the original intent of the easements being twisted in such an egregious manner. I asked the panel to do the right thing by the people of NH and to kill the project.

**Respectfully submitted,
Kelley J. Monahan**

Commissioner Lauer asked if everyone had a chance to read the minutes from the September 5th meeting.

Commissioner Piper moved to approve the minutes from the September 5th meeting.
Commissioner Ahern seconded the motion and all were in favor.

The Commissioners signed check registers 16-17; FY 21017 – 1220; 1026; 1028; 1034; 1036 1039.

HR Director Clough and Nursing Home Administrator Labore arrived and requested to go into nonpublic session.

* 9:30 AM – Commissioner Ahern moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employée

or the disciplining of such employee according to RSA 91-A:3, II (a) 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.

*10:03 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.

HR Director Clough stated that she wanted to discuss making an amendment to the Educational Assistance Policy in the employee handbook. She explained that they have been approached by a few employees in the Nursing Home who would like to take the LNA course but it is not covered under the current Educational Assistance Policy because it is not a college accredited program and the policy reads that it has to be an accredited educational institution. She stated that they need LNA's and they would like to amend the policy so they are able to assist employees who want to become LNA's. She stated that the Educational Assistance policy would be amended to read "Courses must be from an accredited educational institution or an approved training program through the New Hampshire Board of Nursing". This would allow those employees who want to become LNA's to be able to receive assistance towards the course. The Commissioners all agreed that they should amend the policy as that is a good use of Grafton County money.

Commissioner Ahern moved to amend the Employee Handbook to read "Courses must be from an accredited educational institution or an approved training program through the New Hampshire Board of Nursing". Commissioner Piper seconded the motion and all were in favor.

County Attorney Saffo arrived and gave the following report:

**Office of the Grafton County Attorney
Lara Saffo, County Attorney
September 12th, 2017
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.

The Caseload at the Office of the Grafton County Attorney.

The dramatic increase in referrals to the Office of the Grafton County Attorney from law enforcement agencies continues. We look forward to the new employees to assist in this increase of referrals.

Calendar year 2016 figures:

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, 2015 to September 12, 2015, the OGCA received 512 referrals.
 From January 1, 2016 to September 12th, 2016, the OGCA received 561 referrals.
 From January 1, 2017 to September 12th, 2017, the OGCA received 642 referrals.

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

Update on Felony first:

We have had a total of 133 felony first cases since April 1, 2017, in 67 of the charges, the individual was released on bail. In 66 of the cases, the individuals were incarcerated on bail conditions.

To date we have been able to work through the prosecutor's obligation to get complaints filed. We are looking forward to hiring the new prosecutor to work on tracking the discovery from the agencies and getting plea offers approved, discussed with victims, and out in short notice. This is the next emphasis.

The court schedules arraignments weekly (every Mondays), so these are all fast tracked cases. We have to file the charges and the probable cause affidavit five days before the arraignment, so generally within a week or two. Our victim witness program must respond right away as well. This is a fast track for the law enforcement agencies, who have to get us needed material on an expedited basis.

(1) **New prosecutors / office**

We have extended an offer and are finalizing the paperwork.

We have designed the office for the new prosecutor and a legal assistant, using what was the old front conference room. I have a third desk there, initially for my use as I train the new prosecutor and we implement Early Case Resolution. Later an intern can use the desk.

(2) Sex Crimes Unit / Computer Forensics/Digital Evidence

We continue to work hard to on developing a sex crimes unit. The New Hampshire Department of Safety has filled the part time prosecutor consultant position, I have a meeting this afternoon with entities. We continue to work with New Hampshire's Internet Crimes Against Children Task Force and see a dramatic increase in internet crimes.

(3) Space.

I would greatly appreciate knowing if the county will be able to meet on space before the next budget cycle begins. I am particularly interested in knowing whether the county believes I should look off site for additional space, or whether the office can access on site space at the county complex. I am flexible, but need this information in order to plan for the future.

(4) Community Partnerships

The Office of the Grafton County Attorney supports the building of strong partnerships and collaborations with law enforcement, all members of the criminal justice system, and the communities we serve. These partnerships are vital to improve public safety.

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 received a report from the court evaluator. It contained some inaccuracies. For example, it noted that we met the best practice for probation (which is a caseload of no more than 30 participants) because the sheriff's department was supplementing the probation officer. That is not accurate, and the probation department's caseload is over 100, so I felt this should be remedied in the report. I have a right to know request for the draft report, but have not yet received a response.

In order to receive funds, the drug treatment courts in New Hampshire will need to be in compliance with the NADCP Best Practice Guidelines, so it is important that all interested individuals understand the requirements. They are available on line at <http://www.nadcp.org/Standards> . Webinars are also available on the best practices at the same website. I am providing you with information regarding best

practices for medicated assisted treatment, as just an example of additional information readily available.

We have weekly team meetings, followed by the open court session every other 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

Grafton and Sullivan County CAC at DHMC

Like the County Attorney's office, the CAC continues to experience high numbers. It is vital that prosecution is involved in these cases from the inception. Similar to our drug unit, we hope to develop a child abuse unit at our office, although there are far too many of these cases for one prosecutor, so we have three that specialize in these cases (and carry additional caseload). We are hoping to be able to have one of the three be the primary contact for the CAC.

The OGCA participates in three types of meetings for the Grafton and Sullivan County CAC at DHMC, 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. We also participate in 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.

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.

(5) 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 30th, 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 commuter 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.

(6) 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 . . .

(7) Adjourn to discuss legal matters.

As always, if you have any questions, please do not hesitate to contact me. I welcome the opportunity to answer any questions.

* 10:26 AM - Commissioner Ahern moved to enter into non-public session for the purposes of consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph according to RSA 91-A: 3, II (e). Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes”; Commissioner Ahern “yes” Commissioner Lauer stated that a majority of the board voted yes and would now go into non-public session.

* 10:43 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 in the event 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.

CA Libby stated that this year’s Employee Recognition Dinner is set for October 18th at the Woodstock Inn, Station & Brewery.

CA Libby submitted the NACO Prescription Drug Report for the month of August. They had a price savings of \$2,066.30 or 40.27%.

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

CA Libby reviewed the following Abatement Proposals for the Courthouse with the Commissioners and stated that Supt. Oakes was on vacation but wanted to get these proposals reviewed and accepted.

Peniel Environmental - \$33,750.00
Dectam – \$46,626.00
The Scott Lawson Group - \$21,440.00

CA Libby stated that Supt. Oakes recommends The Scott Lawson Group as they have done all abatement work at the county and they are the lowest price.

Commissioner Ahern moved to accept The Scott Lawson Group's bid of \$21,440.00.
Commissioner Piper seconded the motion and all were in favor.

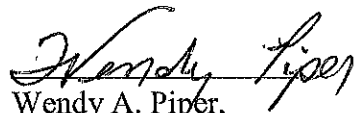
CA Libby reminded the Commissioners that there is an Executive Committee Meeting next Monday September 18th at 9:00am.

Commissioner Issues:

Commissioner Lauer stated that she attended the NHAC Nominating Committee meeting last week. George Maglaris has asked to stay on as President since they are in the middle of the work with DHHS.

10:56 PM with no further business the meeting adjourned.

Respectfully Submitted,


Wendy A. Piper,
Clerk