

GRAFTON COUNTY COMMISSIONERS' MEETING  
Administration Building  
North Haverhill, NH 03774  
July 19, 2022

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

OTHERS PRESENT: Sheriff Stiegler, Forrester Jim Frohn, Pam Gilbert – Conservation District, Register Monahan

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

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

Sheriff Stiegler stated that he would like to request a bid waiver for the fitting/equipping of their three (3) Ford F-150 Responders. He explained that Ossipee Mountain Electronics has been equipping and servicing the Sheriff's Department vehicles for over a decade. They also currently service the Communications Center and radio towers for the Sheriff's Department. He noted that they are also the closest location to them for these kinds of services. This purchase was approved in the FY23 budget for \$34,500.

**MOTION:** Commissioner Lauer moved to waive the bidding process and sole source to Ossipee Mountain Electronics based on experience and they are familiar with the Sheriff's Department equipment. Commissioner Ahern seconded the motion and all were in favor.

Sheriff Stiegler requested a nonpublic session to discuss a personnel matter.

**MOTION:** \* 9:08 AM Commissioner Ahern 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 according to RSA 91-A: 3, II (a). Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer "yes"; Commissioner Ahern "yes" Commissioner Piper "yes" Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

\* 9:29 AM Commissioner Piper declared the meeting back in public session.

**MOTION:** Commissioner Lauer 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 Ahern seconded the motion.

Commissioner Piper called the roll. Commissioner Lauer “yes” Commissioner Ahern “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

Sheriff Stiegler stated that Commissioner Ahern had a question regarding legalizing marijuana and what that would mean for Police Departments and Sheriff’s Departments in regards to hiring officers. He stated that he had a productive conversation regarding marijuana use and being close to neighboring counties. He explained that this is an issue because you cannot be an officer if you have used marijuana in the last two (2) years. Sheriff Stiegler stated that he will not and cannot hire people who have used, and this will lead to challenges coming down the road.

**Agenda Items:**

1. Farm Discussion/Farm Manager Job Description – Commissioner Piper stated that Pam Gilbert from the Conservation District sent the Commissioners a document on grazing, and they have received documents from Heather Bryant with ideas of how to better the farm operation. CA Libby stated that she discussed the topic of the farm at the department head meeting as well.

Commissioner Piper requested to go into nonpublic session.

**MOTION:** \* 9:36 AM Commissioner Ahern 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 according to RSA 91-A: 3, II (a). Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 9:44 AM Commissioner Piper declared the meeting back in public session.

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

Commissioner Piper stated that she believes Commissioner Lauer and herself would be in favor of reducing the herd size if it is relevant in keeping the farm open. Commissioner Ahern stated that he is not against reducing the herd, but he thinks the decision should be left to the new Farm Manager. CA Libby noted that she does not believe they have the time to wait. If they can have the herd down to a manageable size for the two (2) current staff while the current Farm Manager is still here, then she thinks they should do that. She stated that after this meeting, her intention is to meet with the full farm staff, Sgt. Griffin and Supt. Elliott, to lay out all the challenges they face. They have talked about revamping the farm for a long time and have never done it; now is

the time to do it. She explained that they would need to look at all the negative and positive effects of reducing the herd as well as a possible interim manager if they have not filled the position before the current Farm Manager leaves. Commissioner Lauer stated that every professional and expert in the dairy industry has suggested that we should reduce the herd size. Commissioner Piper stated that they will be reducing the herd and keeping the farm open and that is because of many people stepping forward and coming together to make it work.

Job Description – Commissioner Ahern stated that what is important to him as the farm is going to stay open. He stated that he does not want to micromanage the farm in regards to the job description for the manager. How the farm is run is up to the Farm Manager in working with the County Administrator. Commissioner Piper stated that the farm is not going to stay open by itself, it is going to need a lot of guidance and that is going to start with who they hire for a Farm Manager. That means hiring someone who conforms to what the Commissioners feel is needed on the farm. Commissioner Ahern thinks the current job description does what they need it to do. The Commissioners further discussed the job description. Commissioner Lauer stated that they cannot increase the amount of people, but they can reduce the amount of work that needs to be done.

Forester Frohn stated he feels that the most critical thing is to understand what the mission of the farm is. Commissioner Lauer stated that she does not feel inmate rehabilitation is the mission anymore. They need to transition to a demonstration, education type facility but noted that rehabilitation can still be included in that. They can work with UNH Cooperative Extension with cover crops as well as having the grazing demonstration. There are many options that they have for their land that a private farm may not be able to do. Forester Frohn stated that it is a conversation to have with UNH and their decision makers. Commissioner Piper noted that Denis Ward had talked about considering the farm as a UNH North in regards to UNH Extension activities but nothing formal has been arranged; there were many good ideas brought forward. She believes they should keep the mission as modest as they can, interacting and working with outside agencies and programs. P. Gilbert explained, in regards to Commissioner Ahern's concerns about disruption in the food chain, if the farm cannot produce enough to feed the nursing home and Department of Corrections, which it cannot, collaborating with the local area farmers and programs would give them access to foods. Forester Frohn stated that there used to be a Farm Advisory Committee and asked if the Commissioners are looking to have that again. CA Libby stated that it would make sense to have a committee comprised of staff members and if the focus is going to be with UNH and Conservation, those are the ones who need to be at the table. Forester Frohn stated that, depending on the direction that the mission goes, if it becomes educational, the Farm Manager position will need to be one that is also familiar with writing grants and programs because if it is experimental, you need funding for that. The county would need an Ag person as a manager who is not working on the farm. Commissioner Piper stated that the Commissioners and CA Libby have discussed the challenges in that, and a Farm Manager needs to be a working Farm Manager. She is worried about the issue that Forester Frohn's ideas bring up. If the new mission is dependent on grant writing, then that needs to be thought about as well. They are reducing the dairy herd, which opens up the labor, but if they are going to have any programs and mission statement then they have to have the revenue to sustain it. CA Libby stated that she is not sure that having a Farm Manager that writes grants is a sole thing they should be focusing on. There are people out there who assist in grant writing if that is the

direction they decide to go in. The Commissioners further discussed the position and agreed to get the position posted with a couple of minor changes as recommended. They thanked everyone for their input and ideas.

**Broadband Committee – Nik Coates, Carina Park, Ed Morris, Katelyn Robinson**

C. Park stated that they met with NTIA about their previous grant application and received great news. K. Robinson explained that last year the county submitted a \$26.2 million NTIA Broadband grant application and those applications went through three (3) review processes. The county's application made it to the 3<sup>rd</sup> round and they were told that they did everything right, they just ran out of money. NTIA had 219 applications and only funded fourteen (14). She noted that NTIA liked that the Broadband Committee had a professional partner in Ex2 and suggested the county look at the NTIA Middle Mile grant program. C. Park had asked the question knowing that there are providers looking to partner, if it would look better for the Broadband Committee to come in with an existing ISP that has the experience. NTIA had said that it would bring in the expertise but they also like the free and open competition as well. C. Park stated it was a positive discussion. C. Park stated that they were happy they presented a strong application, and they plan to move forward on the middle mile application.

C. Park reported that the committee has distributed all high-level designs to communities for their build out. They have had good response and will be holding mini regional technical sessions to walk the towns through those designs. The engineers from Ex2 will be there to answer questions as well.

C. Park stated that NHEC and Hub 66 have both reached out to the committee asking for letters of support for their state capital project application. They have met with NHEC in the last couple of weeks as well as Hub 66. As a committee, last week they decided they would like to write letters of support for both of them and get the Commissioners permission to do so because both projects would benefit Grafton County. E. Morris stated that he attended all of the meetings and they had completely different proposals from each company as to how they can work together in the future. For this grant application since it is a last mile, they would be supportive of any project that expanded broadband in Grafton County. Commissioner Lauer stated that she agrees with the committee's decision, anything that brings broadband to anyone is a good fit. CA Libby reported that over the weekend, the Commissioners received a letter from NHEC asking for a letter of support. C. Park noted that NHEC and Hub 66 would also be asking the County Delegation for a letter of support as well. N. Coates stated that they would be creating the letters of support as long as it is ok with the Commissioners. These letters will read differently based on conversations with the providers. One has expressed being a partner and advancing the goals of the committee and the other is going in their own direction. He explained that the committee plans to go forward with an RFP to identify potential partners officially on the middle mile network. They have interviewed many ISPs and felt that if they are going to go forward with the NTIA grant and list out partners it is best to go through a public, transparent process. The Commissioners discussed the letters of support and agreed to have the committee write them on behalf of the Commissioners. E. Morris stated that they would like to support any ISP that asks them for a letter of support. The grant application is due next week any they may receive more requests.

N. Coates stated that the Broadband Committee could write the two letters from the Broadband Committee on behalf of the Commissioners. Commissioner Lauer stated that she feels comfortable letting the Broadband Committee write the letters on their behalf. Commissioner Piper added that the committee has been their voice and the Board has been and remains comfortable with that. The only thing she was suggesting was that this particular resolution is not what NHEC is asking. They are asking for only a letter in support of themselves. However, she does not want to throw the weight of the Board behind one organization and a separate letter from the Commissioners throws weight behind one organization. K. Robinson suggested sending a letter to NHEC saying that the county does support them but their support is coming through the Broadband Committee.

**MOTION:** Commissioner Lauer moved that the Commissioners support the applications of NHEC, Hub 66 and any other ISP but they do so through the Broadband Committee. Commissioner Ahern seconded the motion and all were in favor.

**MOTION:** Commissioner Lauer moved to support the RFP for ISP providers. Commissioner Ahern seconded the motion and all were in favor.

**Agenda Items:**

1. Commissioner Piper asked if everyone had a chance to read the minutes from the July 12<sup>th</sup> meeting. She had a couple of clarification edits.

**MOTION:** Commissioner Lauer moved to approve the minutes from the July 12<sup>th</sup> meeting as amended. Commissioner Ahern seconded the motion and all were in favor.

2. The Commissioners signed check registers: FY '22 1197-1199; 1201 FY '23 – 1003; 1005.

3. The Commissioners received a letter from the Register of Deeds regarding the elevator in the Administration Building not working and the county not being in ADA compliance. CA Libby reassured the Commissioners that the issue is being addressed. Stanley Elevator has been on site many times and they are waiting on a part that is needed. The Commissioners discussed putting out a sign stating the elevator is out of service and call for assistance but noted that the lack of cell service for someone to make a call for assistance is a problem. CA Libby will reach out to Asst. Supt. Colbeth to ask if they have an estimated time frame for the elevator to be back up and running. The Commissioners stated that the Maintenance Department is working to address the problem and are doing the best they can.

4. Bid Waiver Request – Phone System – CA Libby stated that she had sent the Commissioners a bid waiver request to upgrade the phone system, which was approved for \$76,200 through ARPA funding. She explained that a group has been meeting to discuss this project and are recommending the Commissioners award the project to Consolidated Communications based on them being a long-term provider of all of the telephone service for the county, they have extensive knowledge of the current networks and systems as well as many years of providing communications services. They are also the only local infrastructure provider for voice telephone services.

**MOTION:** Commissioner Lauer moved to waive the bidding process and award the Telephone system purchase to Consolidated Communications based on them being the county's long-term provider of all telephone services, having the knowledge of the current network and being the only infrastructure provider for voice telephone services. Commissioner Ahern seconded the motion.

Discussion: Commissioner Ahern stated that he could not vote for this motion. He asked about the possibility of another vendor coming in with a lower price if they were to put it out to bid. CA Libby stated that this vendor did not come in with the lowest price but it is what serves Grafton County Complex's needs the best. They have done the research to see what system will fit the County Complex the best. She stated that if they go through putting it out to bid they would likely come back to the Commissioners with a recommendation to accept Consolidated Communications' bid because they have already done the work to research it.

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

5. CA Libby submitted a CDBG Drawdown - NHARDC for \$108,869.78 for Commissioner Piper to sign.

6. CA Libby submitted three (3) Sub-Recipient Agreements for the 2022 Micro for Commissioner Piper to sign.

7. Final FY '22 Appropriation Transfers – CA Libby reviewed a list of appropriation transfers totaling \$31,043.00 with the Commissioners and answered questions.

**MOTION:** Commissioner Lauer moved to approve the appropriation transfers totaling \$31,043.00. Commissioner Ahern seconded the motion and all were in favor.

8. CA Libby submitted the following Livermore Forms for the Commissioners to sign.

- MS 232
- MS 636

9. Encumbrance Requests – CA Libby reviewed a list of encumbrance requests with the Commissioners and answered questions

**MOTION:** Commissioner Ahern moved to approve the encumbrance requests as proposed totaling \$419,940.98. Commissioner Lauer seconded the motion and all were in favor.

### **Commissioner Issues:**

1. Commissioner Ahern stated that last week he misspoke and Steve Curtis is not going to be making any presentations or having a display at the NHAC conference in October regarding

slightly used nuclear fuel. He noted that there are many things going on in the legislature looking into those issues.

2. Commissioner Piper stated that she would be one of a few people that are going to the NACo Conference in Colorado. She is the designated proxy for Grafton County and the NHAC.

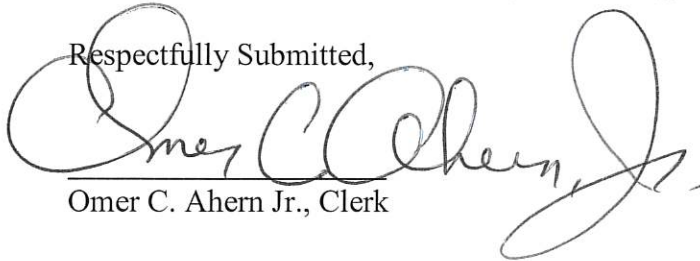
**MOTION:** \* 11:41 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a). Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 12:15 PM Commissioner Piper declared the meeting back in public session.

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

12:15 PM with no further business, the meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Omer C. Ahern Jr.", written in black ink. The signature is fluid and somewhat stylized, with a large loop at the end.

Omer C. Ahern Jr., Clerk



# Grafton County Sheriff's Department

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Jeffrey F. Stiegler  
Sheriff

"In Service to Our County and State"

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## June 2022

- Prisoner Transports: **36**
- CSO movements from the jail to Court: **11**
- Involuntary Emergency Admissions (IEA) : **3**
- Arrests :
  - Arrest on a warrant, superior or civil, instate wanted, and on sight arrest (people who we send to court)  
**Total 20**
- Civil **64** Abode
  - 47** In Hand
  - 7** Non est
  - 3** Registry of Deeds

**Total: 121**
- Motor Vehicle Stops..... **27**
- Total # of Active Warrants.....
 

Criminal =	395
Civil =	25
<b>Total =</b>	<b>420</b>
- Total Miles Driven: **22,534**



# Grafton County Sheriff's Department Investigative Services Division Activity



## June 2022

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Units had the following activity for the month of June 2022. The Criminal Division continues to learn the new records management system.

Narcotic Offenses	3	
Assist Other Agencies	9	
Assist Citizens	1	
Suspicious Activity	1	
Family Offenses / Domestic Violence	1	
Traffic Enforcement / MV Stop	1	
Investigative Search Warrants	2	
ICAC Cyber Tips Received – Possession, Distribution, Manufacture of CSAI		2
10 Technical Assists		
1 ICAC SW Operation – Possession / Distribution of CSAI		
Refer Child Exploitation Investigations Out of State	1	
Evidence or Property obtained to include electronics or storage medium for review, examination, delivered or taken into the Computer Forensic Unit (CFU).		
Communication Devices (Cell Phone):		16
Hardware / Software (CD / Lap tops / other):		12
Electronic Equipment (memory card / camcorder / USB Drive etc)		8
Miscellaneous:		1

Drugs:

4

Training:

3 Investigators trained in Evidence Management for CSI (New Records Management)

1 Investigator complete the three mandatory trainings (3-2s):

- Implicit Bias
- Ethics
- De-Escalation

1 Investigator complete Linux Command Line