

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy.
North Haverhill, NH 03774
April 23, 2013

PRESENT: Commissioners Mike Cryans and Martha Richards, and Director Clough.

9:10 AM Commissioner Cryans opened the meeting with the Pledge of Allegiance.

Sheriff Dutile arrived to discuss a requested payment for a youth to attend the NH Police Cadet Training Academy. Commissioner Cryans asked Sheriff Dutile if the County has paid for students to go to the Academy before. Sheriff Dutile explained that the Sheriff's Department has offered this program to two (2) youths in Grafton County each year. He further explained that if accepted they have to enroll with Sheriff's Department as an intern within a year of completing the Academy. He stated they do this to try and get young men and women involved in law enforcement. They come in and review the process and if interested and they are selected the County Sheriff's Dept will pay for the Academy as an incentive to get people to go. This year is the first time since Sheriff Dutile was elected that we have had two (2) students interested. There is both a young lady from North Haverhill and a young man from Lincoln. Commissioner Cryans concern before hearing the Sheriff's explanation was with the employee connection. The young man is a son of one of the Sheriff's Deputies. Sheriff Dutile responded that that has no influence on his selection or for the County paying the cost. Commissioner Richards said she is surprised to hear that people are not interested in a law enforcement career. Sheriff Dutile stated that the police academy has not been full in several years. Commissioner Cryans stated that he is comfortable with this after hearing that we have precedence in doing this and that we are not doing it specifically for an employee's son. Commissioner Richards agreed. Commissioner Richards would like Sheriff Dutile to let these students know that he came to the Commissioners and explained this program and the County's financial liability. She also wanted him to let them know that they support and encourage their participation.

IT Manager Ruggles arrived and gave the following report to the Commissioners:

Grafton County Department of Information Technology
Monthly Summary Report
April 23, 2013

IT – Projects Department of Information Technology

- Install new POE network switch, UPS and complete fiber optic and networking to new heating system controllers admin building, nursing home, courthouse, new jail biomass plant.
- Installation of Redundant Fiber Optic link completed to South End of Campus (Courthouse and New Jail), planning to finish connections and put in service by 2nd week of May.

- Complete security testing on new wireless access point.
- Assist Littleton PD with remote connection to SO on 2 new computers
- Microsoft released bad security patch in monthly windows updates, needed to create batch file to correct issues to fix all PC's.
- Project – Continue work on replacement phone system design.
- Project – Continue work on additional network security project.
- Project – Continue work on VMWARE to consolidate servers from 12 to 3.

AO – Attorneys Office

- Complete maintenance on server DB01
- User that had name changed, needed new email account, system changes.
- Recovered deleted email folders for user.
- Resolve laptop having boot issues and update issues.
- Assist staff on getting PD \Agency evidence media to playback properly.
- Replaced standard keyboard with touchpad keyboard, recommended by Primex

CE – Cooperative Extension

- N/A

CO – Commissioners Office

- Replace fuser in payroll printer.
- Assist Executive Director with WEB Site updates.

DC – Drug Court

- Work on Access database for Mental Health Coordinator.

DOC – Department of Corrections

- Transfer Exec Secretary User profile to new Jail, finish software and setup of new computer.
- Install USB Ethernet adapter on

HR – Human Resources

MT – Maintenance

- Put laser color printer back in service for Superintendent.
- Setup email and windows accounts for 5 maintenance staff.

RD – Registrar of Deed

NH – Nursing Home

- AHT updates
- Review CMS submissions changes with MDS director.
- AHT Patch to correct issues with SQL errors in window s event log.
- Work with AHT on Kiosk ecare issue.

- Changed settings for NH greetings TV to run continuous informational presentation.
- Issue software to advise users on websites as being safe or not.
- Set new camera to proper setting for system and trained user on use.
- Updated staff laptop and reviewed how to properly use laptop on wireless network.

SO – Sheriff's Office\Dispatch

- Assist Director of Communications with replacement laptop for new cruiser.
- Deputies not able to print from IMC.
- Provide Kerio email training for part time deputy
- Resolve issue with user not being assigned proper network drives
- Resolve print job issue with LPD user unable to print to complaints printer.

Commissioner Cryans asked if everyone had a chance to read the minutes from April 16, 2013. Commissioner Richards moved to approve the April 16, 2013 meeting minutes. Commissioner Cryans seconded the motion. All were in favor.

9:38 AM Commissioner Burton arrived.

Commissioner Cryans asked if everyone had a chance to read the minutes from April 18, 2013. Commissioner Richards moved to approve the April 18, 2013 meeting minutes. Commissioner Burton seconded the motion. All were in favor.

Commissioners discussed the request from Register Monahan to alter the April 9, 2013 minutes. Director Clough stated that she would review the audio from the meeting. She will speak with Register Monahan and if she would like to have the minutes altered then she can address that with them at her next meeting.

Commissioners signed the check registers.

Commissioner Issues:

Commissioner Cryans reviewed for Commissioner Burton the agenda items that were discussed at yesterday's Executive Committee meeting. He told him that the Public Hearing was going to be on May 14th instead of the 15th at the Executive Committee's request.

Commissioner Cryans noted that a motion was made by Rep Ladd to direct the County Attorney to investigate if the bonuses that were given were done appropriately in regards to the construction project. Director Clough questioned whether or not the Executive Committee has statutory authority to direct the County Attorney to investigate a matter that involved an action taken by the Board of Commissioners. Commissioner Burton said he hoped that if there were any question about that that the County Attorney would inform them in writing. Commissioner Cryans stated that he believes the Commissioners

were well within their rights to do what was done. The Commissioners' eyes and ears of the project were Supt. Libby, Supt. Oakes and Director Clough and with the amount of money that was saved and the comfort that the Board had during the project due to the diligence of these three (3) individuals. He felt it was money well spent.

Commissioner Cryans also stated that there was a presentation done by Rep. Cooney, Deb Naro and County Attorney Saffo in regards to Juvenile Justice Program. There was also a brief presentation by CA Saffo regarding the Mental Health Program.

In addition, Mark Scarano was present and gave a quarterly report to the Committee. Nancy Bishop and Craig Labore were in to discuss the financial impact of HB 1 & HB 2 with the Executive Committee.

Commissioner Richards would like to have the Northern Pass group come in for a discussion. Commissioner Burton stated he would be very interested to hear from them.

Commissioner Burton last Sunday attended the 90th birthday party for Lyle Moody in the town of Warren this was part of their 250th anniversary celebration.

Commissioner Burton also stated that he visited former State Representative Allen MacNeil last week. He also attended a dinner at the Grappone Center for the Warren Rudman Center for Public policy.

Superintendent Libby arrived and gave the following report to the Commissioners:
Commissioners Report

1. Population:	In-house	113	F Unit	41
			E Unit	18
			D Unit	24
			C Unit	30
			Intake	00
Weekenders:	06	Out of Facility:	49	

2. Community Corrections Report:

- a) Drug Court – supervising (18) *1 in custody in Nevada
- b) Electronic Monitoring – supervising (11)
- c) Daily Work Release – supervising (1)
- d) Operation Impact – Sgt Larson – vacation this week
- e) Community Work Program: Sgt Webster – on the complex – cleaning out old jail

3. General:

- a) Crossroads and Decisions – starts 4/24/13 Graduation 5/29/13 TBD
- b) Supt. Affiliate updates
 - 1) Academy syllabus revamp 99% completed
 - 2) NHAC Certification bylaws – final approval process

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- 3) Still monitoring legislation
- 4) CO Week – Flag Ceremony @ Merrimack County May 16, 2013

4. Commissioner Items:
 - a) Commissioner Burton – none
 - b) Commissioner Cryans – none
 - c) Commissioner Richards – none

Commissioner Burton asked what role Police Standards plays in approving the NHAC Correctional Academy syllabus. Supt. Libby explained it is more of a blessing than anything but by statute they are required to approve the syllabus.

Commissioner Richards asked if there were ongoing GED classes and when the next graduation might be. Supt. Libby replied that they always have GED classes ongoing. He also stated that they have not established a date for a graduation. Commissioner Richards asked if Supt. Libby had received any calls from the Federal Government looking to see if we could take any inmates. Supt. Libby replied that he had not. He explained that usually the feds are looking for facilities near a US Federal Court.

Commissioner Cryans asked Supt. Libby how things were going at the jail at the one year anniversary of ribbon cutting. Supt. Libby replied it is night and day. He said he is very appreciative of everyone's hard work. He did comment that he thought once they moved into the new facility all the headaches he had from running an old facility would go away. What he didn't realize was that they would be replaced with a number of new headaches. He went on to say that the new facility was very much needed. Commissioner Cryans commented that he has had a number of people state to him that they are glad the old facility is coming down and that the County is not going to continue to put money into it. Supt. Libby stated that personally he will be sad when the old building comes down, but he feels that financially it is the responsible thing to do. It will close a chapter in County Correctional history.

Commissioner Richards said she was over to the facility a couple of weeks ago to observe a program by Angela Thomas-Jones. She is very impressed with the new facility.

Commissioner Richards moved to enter into non-public session for the purposes of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting in accordance with RSA 91-A:3, II (c). Commissioner Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Richards "yes"; Commissioner Burton "yes"; Cryans stated that a majority of the board voted yes and would now go into non-public session.

Commissioner Cryans declared the meeting back in public session.

Commissioner Burton moved to permanently seal the minutes from the just completed non-public as divulgence of the information would have an adverse effect on someone's

reputation (other than a board member). Commissioner Richards seconded the motion. All were in favor.

Commissioner Richards mentioned that Iain MacLeod, Executive Director of the Squam Lakes Science Center is a birder and has been involved in an Osprey project. She was wondering if it made sense to contact him to see if he could give us any advice on how to attract osprey to our nesting poles. Supt. Libby will contact him. Supt. Libby informed the Commissioners that a couple of weeks ago he saw an Osprey sitting on the tower at the Courthouse.

11:08 PM, being no further business, Commissioner Richards moved to adjourn. Commissioner Burton seconded. All in were in favor.

Respectfully Submitted,

Raymond S. Burton, Clerk