

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

April 09, 2013

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

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

OTHERS PRESENT: Harold Brown

Maintenance Supt. Jim Oakes arrived to open bids for the Trash and Recycling and for the Woodchips.

Trash & Recycling:

Pete's Rubbish Removal – 3 Year Contract 10 Yd. 2,200/mo. Recycle \$625/month  
Increase in years 2 & 3 will not exceed 5% increase per year.  
Pete's Total \$2,825/mo; \$33,900/year

CM Whitcher – Annual \$26,832 includes trash & recycling.

Casella – 2 10 YD 820.86/mo 4 yr 111.93/mo – 10 yr recycle 116.19 2 yr recycle  
69.23/mo 10 yd waste 410.42/month 10 yd 122.59/mo.  
3 Year – 2% increase in years 2 and 3  
Casella total \$ 1651.22/mo; \$19,814.64/year

Supt. Oakes recommends that we accept the bid from Casella for a three year contract.

Commissioner Burton moved to accept the bid from Casella for trash and recycling for a three year contract. Commissioner Richards seconded the motion. All were in favor

Woodchip Bids

Limlaw Chipping & Land Clearing: Straight Bole \$57/ ton - Double screened \$67/ton

North Country Procurement, Inc. Straight Bole \$57/ton - Double screened \$62/ton

Cousineau Forest Products: Straight Bole \$59/ton

Supt. Oakes recommends that the Commissioners select North Country Procurement, Inc. This is a Grafton County company and if there are any issues with the straight bole chips – North Country Procurement has the lowest price on double screened chips at \$62/ton and Supt. Oakes would like the motion to reflect latitude to go to the more expensive chips if he deems that necessary for the operation of the Biomass Plant.

Grafton County Commissioners' Meeting

April 09, 2013

Page 1 of 8

Commissioner Cryans asked if it made sense to just go with the screened chips at \$62/ton instead of going with the straight bole chips at \$57/ton. Supt. Oakes thinks it makes sense to start with the straight bole and see how those chips work.

Commissioner Burton stated that this is a new facility and we need to allow flexibility for the Maintenance Supt. to allow him to keep the plant functioning.

Commissioner Richards moved to accept the North Country Procurement, Inc. bid at \$57/ton for straight bole chips and \$62/ton for double screened chips. Commissioner Burton seconded the motion. All were in favor.

Supt. Oakes requested the Commissioners waive the bid process on the Asbestos Abatement at the old jail and have the Scott Lawson Group do it at a price of \$8,599. He stated that we have an established rapport with them and that timing is also a concern for the Supt. He has two (2) major projects to do this summer and the demolition of the jail has to take place first. The RFP for demolition will be going out to bid this week. The asbestos abatement needs to get taken care of first. Once authorization is granted there is a ten (10) day notice process before they can start.

Commissioner Burton moved to waive the bid process and award the asbestos abatement at the old jail to the Scott Lawson Group for \$8,599. Commissioner Richards seconded the motion. All were in favor.

Register of Deeds Kelley Monahan arrived with her report for the Commissioners. She commented that March was a slow month.

**Grafton County Registry of Deeds  
Kelley J. Monahan Register  
Report to Commissioners  
April 9, 2013**

**March Revenue**

County Revenue 3/2009	\$79,919.92	State Revenue 3/2009	\$333,039.36
County Revenue 3/2010	\$69,702.17	State Revenue 3/2010	\$550,008.00
County Revenue 3/2011	\$64,590.75	State Revenue 3/2011	\$472,685.76
County Revenue 3/2012	\$77,217.55	State Revenue 3/2012	\$491,521.92
County Revenue 3/2013	\$64,184.04	State Revenue 3/2013	\$328,493.76

**Foreclosures**

2009 58 year to date
2010 58 year to date
2011 50 year to date
2012 47 year to date
2013 49 year to date

**Equipment Surcharge Balance \$98,544.98**

CD	\$50,000.00
Bank of NH	\$45,888.98

<b>8 month actual revenue</b>	<b>\$730,928.02</b>
<b>12 month projected revenue</b>	<b>\$950,000.00</b>

1. We have posted to our website two new methods for the public to search county records via the internet. **Tapestry** is for the occasional user and is a ‘pay as you go’ system that allows you to enter your credit card and print from your home/office computer. Tapestry will provide a new stream of revenue for this office. **Direct Search** is a free option that allows the user basic information without registering an account. This method would allow the user to search for the type of document, the time recorded and the book and page. There will not be access to view the image of the document with this basic search. This option will attempt to control the increasing practice of printing copies without paying for them.

The professional user will remain with the Conner & Conner search for the immediate future. The **Laredo** search, which will eventually replace the C&C search, is up and running in the public viewing area of the registry for people to gain familiarity. When the cross over is made, the users will be given at least six months’ notice and many training opportunities will be offered.

Register Monahan stated that the next Register of Deeds meeting is May 15<sup>th</sup>.

Commissioner Burton asked Register Monahan if she would take some pictures of the old jail. She said that she would love too; she takes good pictures and has a nice camera. She will coordinate with Supt. Oakes and do that.

County Attorney Lara Saffo arrived to present her report to the Commissioners. Tim Tyler who runs the Restorative Justice program at CADY was with the County Attorney to talk about Juvenile Diversion and the RJ program.

**Office of the Grafton County Attorney  
Lara Saffo, County Attorney  
April 9, 2013  
Report to the Commissioners**

(1) Statistics

We are once again seeing a jump in referrals. As noted earlier, the numbers may be slightly off as we transition from JD to Karpel software, but we believe these are an accurate reflection.

In 2013, from January 1, 2013 through April 9th, 2013, we opened 268 cases.

In 2012, from January 1, 2012 through April 9th, 2012, we opened 192 cases

In 2011, from January 1, 2012 through April 9th, 2011, we opened 182 cases

This is a significant increase.

(2) The Child Advocacy Center



As noted last month, the tenth annual Shield Our Children From Harm professional conference will be held on April 11, 2013 at Dartmouth Hitchcock Medical Center. It is a joint effort between the Children's Hospital at Dartmouth, the Child Advocacy Center of Grafton and Sullivan County at DHMC and the Child Advocacy Center at the Family Place in Norwich, Vermont. The focus of this year's conference is excellence in prevention, investigation and treatment of child maltreatment.

(3) Halls of Hope/ASSERT

The BJA enhancement grant was submitted. It is designed to enhance our current mental health court by providing the funding to implement the Plymouth court and provide additional training.

We learned from Jo Moncher that New Hampshire was provided funding to send a group of ten individuals to Bethesda to work with experts to discuss and design what is needed to improve services to Veterans involving in the criminal justice system in New Hampshire. A diverse group, representing many stakeholders will be going to tackle this important question.

(4) Upcoming Training

A reminder that Deputy County Attorney Melissa Pierce, along with Sergeant Ryan Porter of the Canaan Police Department will be presenting "Senior Fraud Prevention: How to Keep Your Money and Identity Safe from Theft" at the Canaan Senior Citizen Center (April 17<sup>th</sup> at 11:00am), Dartmouth Hitchcock's Aging Resource Center (May 30<sup>th</sup>, 2013 at 10:00am), and the Horsemeadow Senior Center (June 20<sup>th</sup> at 11:00 am).

This training is vital, as we continue to receive reports of fraud cases involving the elderly. Because many of these cases involve out of country fraudulent transfers, truly the best defense is prevention.

(5) Circuit Court Prosecution

We have continued to work hard to coordinate and support the circuit court prosecutors in Grafton County. This is becoming more and more a time consuming part of our services, as current prosecutors seek guidance, or police departments seek assistance due to potential conflicts of interest. The Attorney

(6) Sexual Assault Resource Teams

a. Upper Valley SART

We are working with the AG's office to develop an Upper Valley SART. They have met and drafted a mission statement: "To provide an effective, consistent and comprehensive response to adult sexual assault through improved services, enhanced collaboration, and a victim-centered response to promote justice."

b. Plymouth Area SART

This continues to be one of the best, well organized SARTS in New Hampshire. We are working on a promotional activity, and recently conducted another case review of an adult sexual assault prosecution. These case reviews provides an opportunity for all team members to evaluate a case (now that it is completed) and identify where we think the system worked well, and where we think improvements can be made. In particular, we receive feedback from the victim(s), which is invaluable.

(7) Juvenile Diversion Programs

I look forward to answering your numerous questions. They are too diverse to answer in a written report.

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

County Attorney Saffo explained that she had included the Juvenile petition with her packet. She stated that we are having a good discussion about juvenile diversion in Grafton County and she felt the form was important for the Commissioners to see. There was a discussion about the juvenile process that is currently in place. There is no Juvenile Diversion in the Northern part of the County. There are Restorative Justice Programs in Lebanon and Plymouth currently.

CA Saffo stated that when we miss the opportunity at the teenage level to work with these kids it makes the options very limited once they reach the County Attorney's Office as 17 and 18 year olds. Tim Tyler went through a packet he uses in his Restorative Justice program. He shared a story of one child involved in the program.

Commissioner Cryans asked what the CADY RJ program costs to run per year. CA Saffo has their budget and they are asking for \$40K from the County to keep the program going. Commissioner Cryans asked what other funding CADY was receiving. CADY was receiving a federal grant that will expire in June, 2013. The Towns contribute a small amount in general but not very much. The total budget for FY 14 is \$57,158. The program is schedule to close June 30, 2013 if funding is not received. Commissioners will evaluate the budget proposal made by the CA to fund a total of \$135K for Juvenile Diversion as they work through their budget recommendations.

Shelley Hadfield from Hadfield Associates arrived with a group of individuals who are working on an Affordable Housing Project in Orford, NH. They are here to talk about their initiative and ask the Commissioners to consider submitting a Community Development Block Grant application on their behalf. Steve Schuster from Northern New

England Housing Investment, Anne Duncan Cooley and Andrew Winters from Twin Pines Housing Trust were present with Shelley. Shelley said that the grant application could go through the Town of Orford, but it will score much better through the County. The group has been working for quite awhile on repurposing the old Orford Academy building. Along with the funding being sought from CDBG they will be working to get a grant from the NH Housing Finance Authority and will use the low income tax incentive program for funding. Mr. Winters explained what the group has been doing to make a decision on how to repurpose the building. The goal is to create 16 – 20 units of affordable housing. The plan would also include an addition to the building. There will be a mix of tenants. First it will have a family component and then a senior housing component. The market study is on-going and they are still putting the budget together. The estimate is that it will be a \$4.2M project. Mr. Schuster explained what his role as the developer is. He will be getting applications in, working with all the groups to coordinate all facets of the project. The group is looking to submit an application of up to \$500K for the July 1<sup>st</sup> round of funding through the CDFR. The Academy building is a historic building and there would be additional funding to help with that.

Commissioner Burton asked if a study had been completed to see if it will be occupied. The group explained that the study is on-going and will be done to support the applications. Ms. Cooley stated that they had worked with the RPC and reached out to surrounding communities to see what the need for senior housing is. They found that almost all communities are looking for ways to keep seniors in their communities. Commissioner Burton stated that he will be supporting this project.

Commissioner Richards asked about whether they had ever considered doing transitional housing with 24/7 supervision for this building in Orford. Mr. Winters said that they could consider something like this in NH, but that it was not considered for this building. Mr. Schuster said it was not considered in part because that takes a specific funding source that was not available for this project. There are funding sources for Transitional Housing.

Commissioner Cryans asked who the rental pool would be. It was explained that it would all be low and moderate income housing with families and seniors. Mr. Schuster stated that they will start with families and then they go to the senior population. Design and marketing will be toward the senior population.

Commissioner Cryans asked about the CDBG application process and the possibility that it might not get funded. Shelley Hadfield stated that is correct, it is a competitive process, however if they get the CDBG funds they can be used as leveraged funds to enable them to go the NH Housing Finance Authority.

Register of Deeds Monahan was recognized as a resident of Orford and stated that she expects that the project will get push back from the community. She felt that the placement of the low income housing project next to the school is not a good location. Commissioner Burton asked if this has been brought before the Orford Board of Selectmen. Ms. Cooley said that she has kept them informed but until recently there had

not been any concrete plans to share. Now that plans are getting complete they will start to do more community outreach.

Before the grant is submitted there will be a public hearing in late May/early June and if someone is opposed they will be able to speak out at the public hearing.

Commissioner Cryans asked if everyone has had a chance to read the minutes from April 2, 2013. Commissioner Richards and Cryans had some edits. Commissioner Richards moved to approve minutes with the edits. Commissioner Burton seconded the motion. All were in favor.

The Commissioners signed the check registers.

Director Clough presented an out-of-state of travel request from Supt. Libby for one of his Supervision Officers to travel to the 7<sup>th</sup> Annual Gang Training Conference in Taunton, MA. The officer has housing arrangements at no cost to the County. The cost of the conference is \$150.00. Commissioner Richards asked when he returns if he will share the information with others. Director Clough stated she was not sure, but thought the information would be shared. Commissioner Richards moved to approve the out-of-state travel request. Commissioner Burton seconded the motion. All were in favor.

The Commissioners reviewed the Superior Court Report.

Commissioner Issues:

Commissioner Richards commented that the Concord Planning Board and Concord Conservation are against the Northern Pass unless it is buried. She is glad to see this.

Commissioner Richards visited the DoC with Angela Jones who is the Substance Abuse Counselor. She sat in on two (2) therapy sessions.

Commissioner Richards asked if Farm Manager Kimball is still cooking slop for the pigs. Director Clough stated that to the best of her knowledge he is.

Commissioner Burton stated that on Monday 4/22/13 from 9AM – 11AM, he and Commissioner Nick Tompas will host an all District Health Councils meeting via video.

Commissioner Burton noted that several towns are celebrating their 250<sup>th</sup> anniversary this year. Commissioner Burton handed out some information regarding the Town of Haverhill's celebration. Commissioner Burton recommends that the Commissioners' do something to support this celebration since the County seat has always been in Haverhill. He asked Director Clough to prepare some kind of commendation. He also commented that the Town of Woodstock will kick off their celebration on July 11<sup>th</sup>.

Commissioner Burton inquired about County Government Week. Director Clough stated

that the County had received a pamphlet about it. He stated that Wednesday, May 1<sup>st</sup> will be the Governor & Council breakfast in celebration of this.

Commissioner Richards asked if we should do something special for Haverhill's celebration. Commissioner Cryans feels that doing a nice proclamation will be sufficient.

Commissioner Burton asked about bringing the budget to conclusion. Commissioner Cryans stated that they have to decide what they want the budget to look like. There was a discussion about the budget.

Commissioner Cryans stated that he thinks they should do something for restorative justice through the social services budget not starting a separate program. There was a discussion about CADY and their budget for Restorative Justice. Commissioner Cryans doesn't know how the County can afford to pick up all these programs. Commissioner Richards said she thinks that all the Commissioners are in favor of RJ but it's a matter of figuring out what each of them are comfortable doing. Commissioner Cryans recommended giving \$16K to CADY, \$16K to Valley Diversion; and \$8K to get a program started in the Northern area. Commissioner Richards will talk with Deb Naro at CADY about this proposal. Commissioner Burton stated that it sounded good to him.

Commissioner Cryans asked about the Earned Time buy back program and what the give and takes were with this. There was a discussion about including salaried employees. It was agreed that appointed officials should not receive it.

Under revenue it doesn't look like there are any options for increasing the revenue at this point.

Commissioners discussed the list of new positions and the rationale for each new position. Commissioners reviewed the new position in the Health Information Dept at the Nursing Home that is contingent upon Managed Care. Commissioners' decided that they will fund that position for 3 months next year as it doesn't appear that Managed Care will be in place prior to July 1st.

The Commissioners will be meeting on Thursday, April 18<sup>th</sup> to finalize their budget recommendations.

Commissioner Burton stated that Grafton Motors in Woodsville has gone out of business.

12:17 PM being no further business, Commissioner Richards moved to adjourn the meeting. Commissioner Burton seconded the motion. All were in favor.

Respectfully Submitted,

---

Raymond S. Burton, Clerk