

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

Tuesday December 20, 2011

PRESENT: Commissioners Cryans, Omer C. Ahern Jr. and Raymond Burton and Director Clough.

9:00 AM Commissioner Cryans opened the meeting with the Pledge of Allegiance

Human Service Administrator Nancy Bishop arrived and reviewed her report (see attached).

She mentioned that Molar Express will be going to once a month and that they are having a hard time funding the program.

Human Service Admin Bishop stated that she has been appointed to take Eileen's position at the North Country Health Consortium.

Commissioner Burton stated that he had asked HSA Bishop to send out a letter to the Social Service Agencies to see in any of them had any ideas on uses for the old jail.

IT Manager Ruggles arrived to request a bid waiver (see attached) ITM Ruggles discussed the existing system and the benefits of the new system that are contained in the attached documentation. Commissioner Burton asked about the number of existing employees and how many punch clocks the County currently has. ITM Ruggles explained that we have approximately 425 employees on the payroll and there are four (4) clocks located around the campus. The proposal from Time Clock Plus includes a fifth clock that would be located in the new Department of Corrections. We will be running both buildings simultaneously for a time period and we will need clocks in both buildings. Once the old jail is taken off line the clock in that building will be kept as a spare. Commissioner Burton asked if ITM Ruggles had gotten any references and he answered that he had, several Counties in the Southern part of the State use this system. He has not spoken to any of them.

The proposal is to lease the new system for a period of three (3) years. There would be a savings of \$5,844 per year over the ADP system that we currently have. Director Clough explained that we have had the same system for many years and just continue to pay a monthly cost without ever receiving any updates or new clocks.

Commissioner Ahern asked if we could use money from the FF&E for the new jail to pay for the clock for the new jail. Director Clough said that we could but she didn't really see that this would be necessary since we will be paying a small monthly fee for three (3) years.

Commissioner Ahern said that since we are going to be saving money he thinks it is a good idea.

Commissioner Cryans asked if there are any downsides to this system. ITM Ruggles said no there is a savings and much efficiency to be gained.

Commissioner Ahern moved to waive the bidding process pursuant to RSA 28:8 per the written information provided by ITM Ruggles to lease time clocks from Time Clock Plus. Seconded by Commissioner Burton.

Discussion:

Commissioner Burton asked based on your knowledge is there any company in Grafton County or the State of NH that can provide this service. ITM Ruggles stated no.

All voted in favor.

Superintendent Jim Oakes arrived to give his report (see attached)

Supt. Oakes discussed the Biomass District Heating project and stated that he should have the feasibility report from Banwell within the next week. The report has been delayed for a couple of reasons. Commissioner Ahern asked how the Alternative Energy Committee was coming with funding sources. Supt. Oakes explained that they are doing a very thorough review and not having much luck finding sources. Commissioner Cryans stated that he wasn't surprised that there isn't much in the way of funding.

Supt. Oakes would like to get the report to the Commissioners as soon as he receives and then would like to meet with them on January 3rd to review and get a consensus on what direction to proceed in.

Commissioner Cryans asked Supt. Oakes if he will spend some time with the new Nursing Home Administrator once he is on board to go over the facility. Supt. Oakes replied that he has done this with Mr. Labore when he was here doing his AIT but since it has been several years would be glad to spend some time with him reviewing the facility.

Supt. Oakes is getting ready to start purchasing items that he will need to set-up the Maintenance Shop in the new Corrections facility. Supt. Oakes informed the Commissioners that all equipment that is to be purchased that is around \$5K or over would be competitively bid. He would like to have all other items that have a value of less than \$5K consolidated to a list and he will then send the list to several sources to ensure that the best price is found.

Commissioner Burton asked if any Grafton County companies would be excluded by doing it this way. Supt. Oakes replied that he would include Grafton County companies.

Commissioner Burton asked what prompted Supt. Oakes to head in this direction. Supt. Oakes stated that he feels this is the best way to get information from multiple sources and be able to select the company that offers the specific item (of less than a \$5K value) at the best price.

Commissioner Ahern asked how this applied to RSA 28:8. Supt. Oakes replied that anything purchased \$5K or greater value has to be competitively bid and that we would be complying with that. The process he is talking about is for different pieces of

equipment that do not cost \$5K or greater. Commissioner Ahern asked if Supt. Oakes was trying to sidestep RSA 28:8 and he replied absolutely not. Commissioner Cryans asked Supt. Oakes if he would normally bring items of a lesser than \$5K value to the Board. Supt. Oakes replied that he would not, but that he will be purchasing a number of different things for the new jail that will cumulatively cost greater than \$5K and he just wanted to make sure that everyone was comfortable with the process before he went forward. Commissioner Burton said that he doesn't want local vendors to feel as though they were not included in the process. Supt. Oakes said if they can provide the product at the minimum price than that is good, but just because they are local doesn't mean they have to be competitive.

Commissioner Ahern stated that the County is a public entity and it has certain rules that have to be followed and that RSA 28:8 is one of the rules. He doesn't want to run afoul of that process.

Commissioner Cryans asked Director Clough if she had given this any thought. She replied that she had and that her interpretation of the statute was that if we are purchasing "equipment" or materials that total \$5K or greater than we must competitively bid that or a bid waiver must be granted by the Commissioners. In her opinion the process that Supt. Oakes has outlined is not different from what is done today and that we are talking about many different pieces of equipment, she gave examples of hammers and shovels. These items in the normal course of business would be procured by the department at the best price for the County.

Commissioner Cryans reiterated that this is the way we do things with the rest of the County budget.

Supt. Libby had joined the meeting for his report and stated that this item is also on his agenda and he wanted to follow a similar process where a list of items that is needed would be developed, staff would contact at least three (3) different vendors and get pricing. That information would be brought to the Commissioners and they would select the low prices. He stated that this is how other departments currently do it.

Commissioner Ahern stated that there is a reason for the statute and he reiterated that there are public sector laws that we must comply with.

Executive Director Clough stated that what is being asked of the Commissioners is not to waive the bid process or do anything different from the way we do things today. We are going to spend a lot of money on furniture, fixtures and equipment (FF&E) for the new facility and before we go through that process we just want to make sure that the Commissioners and the Construction team are all on the same page.

Commissioner Cryans thought that RSA 28:8 is a little ambiguous to situations like this and could be interpreted differently.

Commissioner Ahern stated that he is uncomfortable with moving forward as Supt. Oakes and Supt. Libby have outlined. He would like to look at the Legislative history to better understand the reasoning behind the statute. Supt. Libby said that he will just go

through all the extra effort to bid out everything regardless of the price. Commissioner Cryans stated that that seemed like a lot of extra work and that he didn't feel it was the role of the Commissioners to make more work for department heads. Supt. Libby stated that it just seemed like the extra work to get this done would be easier at this point. He needs to get this process going as the FF&E will all need to be in place by the end of March, beginning of April.

Superintendent Libby gave his report (see attached)

Supt. Libby informed the Commissioners that he may have an inmate coming into the facility late on Friday who was allegedly involved in a homicide by arson several months ago and was also burned in the incident and has been in a medical facility in Mass since the time of the incident. The individual has not been arrested yet, but Supt. Libby received a "heads up" from NH authorities that the individual's insurance has run out and he is likely going to be released Friday and then arrested and brought to Grafton County. Supt. Libby has no information on his medical condition and is not sure if his facility will be able to care for the individual. If not, he will be taken to either Cottage Hospital or DHMC and the full medical costs will be the responsibility of Grafton County. Supt. Libby just wanted to make the Commissioners aware of this and expressed to them his disappointment in receiving this type of information with very little notice and no medical information. Commissioner Burton stated that if Supt. Libby would like to speak to the AG's Office or the State Police he would make the phone call for him today.

Supt. Libby attached some misinformation that had been found in County work areas and expressed his concern that this material is being disseminated when much of the information is incorrect and some of it is blatant lies.

Commissioner Cryans asked why Supt. Libby had chosen to skip over his bid waiver request, he stated that he had reviewed the information that Supt. Libby had sent to the Commissioners earlier and the bid waiver seemed to make good sense. Supt. Libby stated that if the Board wanted to entertain that he would explain it, but if it was just easier he would put it out to bid.

Commissioner Cryans wanted to discuss the bid waiver request. Supt. Libby stated that a second repeater was needed for the Maintenance frequency for the new jail and that this piece of equipment was missed when the radio equipment bids were done several weeks ago. This request is to add the additional repeater to the bid award from Ossipee Mountain Electronics. Commissioner Ahern questioned why the price had increased from the first repeater we bid out. Supt. Libby stated that the repeater had several different features than the previous one. Commissioner Ahern stated that he feels if this had been bid out with the other package then it would have not been as expensive.

Commissioner Cryans stated that he was comfortable waiving the bidding process. Commissioner Ahern stated that he was concerned that this would set a precedent and that this should have been included with the original bid. He also cautioned the Board that the Commissioners have rules that they have to follow.

Commissioner Cryans stated that that is why bid waiver is done individually; each case is evaluated on its own.

Commissioner Ahern moved to waive the bidding process pursuant to RSA 28:8 per the following provided by Supt. Libby:

In response to the original RFP – we received two (2) bids – the bid from Pikcomm was in the amount of \$11,678.00 for this item and the bid from Ossipee Mountain Electric was in the amount of \$6,125.80.

The rest of the radio system was designed and will be installed by Ossipee Mountain Electric – it makes sense to stay with the same vendor for the radio and equipment. I have spoken at length with Tom Andross the Director of Communication for the Sheriff’s Department and Dispatch Center – Mr. Andross assisted me by communication with Ossipee Mountain Electric for the specifications of this repeater system. I will be requesting that the Commissioners “waive” the bid process for the second repeater and increase the bid award to Ossipee Mountain Electric by \$7,330.00.

Commissioner Burton seconded the motion. All were in favor.

Commissioner Burton stated that he was at a graduation for Adult GED recipients and that Supt. Libby received high commendations for keeping the GED program at the jail going from Linda Clark.

Kathy Jablonski from UNH Cooperative Extension arrived with her report (see attached)

Ms. Jablonski emphasized the importance of volunteerism and how fortunate we are in Grafton County to have so many great volunteers.

She explained her involvement in the Afterschool Professional Development program. She stated that this was another way for the University system to bring its research to the kids of Grafton County.

Treasurer Carol Elliott arrived to discuss the investment of County taxes. She stated that all the tax money totaling \$19,409,043 has been collected. She sent out thirteen (13) bid letters to different banks located in Grafton County. She received notice from two (2) banks that they declined to bid and no response from four (4) banks. She asked the banks to give her rates on 6, 9, and 12 month investments. The following is the range of bids:

6 Month CD’s	.10%	to	.34%
9 Month CD’s	.05%	to	.37%
12 Month CD’s	.30%	to	.45%

Woodsville Guaranty Savings Bank has offered again this year to fully collateralize our general fund checking account and pay .50% as long as there is \$1M in the account. When the balance drops below that mark the interest rate will change. This will be secured with a letter of credit from the Federal Home Loan Bank of Boston; the charge for this is \$250.00

Treasurer Elliott recommends going with the offer from WGSB which will be effective today.

Commissioner Burton moved to approve the Treasurer's recommendation on investments. Commissioner Ahern seconded.

Discussion:

Commissioner Burton asked if we would meet the budget amount for interest. Treasurer Elliott said it is not likely that we will. Commissioner Ahern stated that with the WGSB plan we have flexibility, if rates get better then we can move some of the money around.

All voted in favor.

County Attorney Saffo arrived with her report (see attached)

County Attorney Saffo stated the unprecedented increases in the caseload at the GCAO continues and that one of the areas they could really use some additional help in is with filing/data entry. She requested that the Commissioners allow her to hire a temporary person to perform these function three (3) days per week. She discussed the hour rate of pay and stated that she would still be within her budget except for the payout for one of her employees. Commissioner Ahern asked if the Attorney's office has had any speedy trial issues. County Attorney Saffo stated that she has not had any motion to dismiss based on speedy trial issues, but the potential exists for it to happen.

Commissioner Ahern asked we could offer lesser of a rate of pay. CA Saffo explained how she determined the rate and said that she would be happy to go a grade lower. Commissioner Ahern asked about getting an intern for filing/data entry. She didn't feel that there was a lot of educational value in filing and was uncertain that anyone would want to drive from a College for filing.

Commissioner Cryans said he was comfortable with hiring someone temporarily for the lower pay rate. Commissioner Burton moved to hire someone at \$9.74/hour in a temporary, twenty four (24) hour per week position for the next six months. Commissioner Ahern seconded. All voted in favor.

*12:03 PM - Commissioner Ahern then moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). Commissioner Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Ahern "yes"; Commissioner Burton "yes" Commissioner Cryans "yes"; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

*12:06 PM- Commissioner Cryans declared the meeting back in public session.

Commissioner Ahern moved to seal the minutes of the non-public session which was seconded by Commissioner Burton. All were in favor.

Commissioner Cryans commented that yesterday's Drug Court Christmas party was a wonderful time. He said a special thank you was due to Sherry Calkins for getting presents for each of the children.

CA Saffo stated that she thinks Drug Court will be full in the next several weeks.

Commissioner Cryans asked if everyone had read the minutes from December 13, 2011 and if there were any edits. Commissioner Cryans had a couple of edits.

Commissioner Burton moved to approve the minutes from December 13, 2011 as amended which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

Director Clough stated that as Treasurer Elliott had advised them all taxes have been collected and the tax anticipation note has been paid back.

Director Clough gave the Commissioners the November NACO Prescription Drug Report. There was a total prices savings of \$7,196.65 with 29.31% price savings, the total saved over the life of the program is \$495,040.81.

Director Clough said that she had received an email from Al Jones from the NH Interlocal Trust stating that Commissioner Ahern was interested in serving on their Board and that a resolution would need to be adopted by the Board. Commissioner Ahern stated that he had a lengthy conversation with Mr. Jones last week, but that he was expecting more information and was not ready to adopt the resolution. He also stated that he was concerned about a conflict of interest by him serving on the Board and the County trying to negotiate for health insurance from the group.

Commissioner Cryans stated that he served on the Local Government Center's board for a number of years and that many of the organizations typically have Board's comprised of their members.

It was decided that they Commissioners would wait on making any decisions until more information was available.

Commissioner Cryans signed the Environmental Review Record for NCIC.

Director Clough gave the Commissioners a letter from the Town of Campton regarding the old jail building.

Commissioner Issues

Commissioner Burton mentioned the Drug Court Coordinator Gasser has sent the Commissioners results from a Client Survey that has been conducted and Mr. Gasser

stated that he would like to meet with the Executive Committee at some point to review the results.

Commissioner Burton attended an Adult Education Graduation yesterday in Littleton; Representative Bulis was there as well.

12: 28 PM Being no further business the meeting was adjourned.

Raymond S. Burton, Clerk

December 20, 2011

HUMAN SERVICES MONTHLY REPORT

1.) LTC Expenses to date:

- Expenses to Date Report

2.) Legislative Update:

- bills of interest to county are posted on NHAC website

3.) Social Services Applications

- applications due 1/5/12

4.) Goodwill Industries Workforce Program

- No update

5.) Molar Express

- Scheduled clinics through June 2012 (4th Thurs)

6.) Other

- State/County Finance Commission Meeting schedule for 1/10/12
- North Country Health Consortium Board

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Nov 22 – Dec 19, 2011

COMPLEX

Biomass District Heating System - Banwell Architects was supposed to deliver their feasibility report to the County December 1st. However for a couple reasons it is late.

First, I delayed them a few days when I asked them to evaluate the old corrections facility to determine whether or not it could be turned into a biomass plant. After completing a tour of the facility, performing an engineering assessment and running preliminary cost calculations, Banwell determined that despite certain challenges, the facility could be converted. However, they advise against it based on cost and wood chip delivery access issues.

Another factor that caused delay stemmed from the preliminary review process. Wilson Engineering and I challenged several engineering design features as well as some of cost estimates, thus driving Banwell to consider and reevaluate some elements of their proposed report, which in the end will affect the accuracy of their cash-flow-analysis

Engineering Design of Automated Isolation Valve & Vault – Last week I completed the RFP, Scope of Work and Schedule for this project. The project is being advertised for the next few weeks.

Sprinkler System Maintenance – Tri-State Fire Protection completed the quarterly testing of sprinkler systems throughout. All tested well.

Fire Extinguisher Maintenance – VT Fire Extinguisher completed the annual inspection of all fire extinguishers and the 6-year inspection and hydrostatic tests of key ones

Main Sewage Grinder – Pulled motor/cutter assembly and replaced cutting teeth and cutting bar

COURTHOUSE

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

New Jail Connection – 95% of work within the courthouse required to marry the new jail to this facility is complete.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Electric Beds – We've had an exceptionally high number of electrically operated bed parts fail during this reporting period. Only one of the components was covered by warranty. At current failure rates I will exceed my \$9,000 bed part budget by 14% despite raising it from the \$6,000 budgeted in FY11

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Lighting – Replaced several burned out lighting ballasts throughout

Life Safety – Discovered 52 locations throughout where smoke detectors were less than 3-feet from an air supply or air return, a violation of NFPA 72. We've corrected 48 and are in the process of correcting the last four locations.

HVAC – Heat running all the time in MDS Office...Replaced MP501 local controller

HVAC – Heat Recovery Unit #2 keeps shutting down on freezestat...discovered hot water valve was not feathering open like it should. Determined actuator that operates it was installed backwards causing it to close vs. open. Removed & reinstalled correctly

Kitchen Equipment – Lower steamer cold-water solenoid operated valve used to add water to steam outlet is stuck open and drains continuously. Replaced bad valve

ADMINISTRATIVE BUILDING (1930)

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

OLD JAIL

Preventative Maintenance (PM) – Performed various PM tasks throughout

Lock Block - Cell #3 - inmate busted up toilet... Procured new toilet, prepped wall area by cutting new water feed opening and welding in plate where old opening was. Finished hooking up

Women's Housing Area – Washing machine failed...replaced drive stator

FARM

Dairy Barn – Repaired a few broken water lines and resealed a backflow prevention device

MAINT/FARM BUILDING

Nothing significant to report

Community Correction

Nothing significant to report

VEHICLES & EQUIPMENT

Nothing significant to report

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

OTHER

Sewage Rates – Starting next billing cycle, Woodsville Fire District will be raising their sewage rates from \$3.39 per 1,000-gallons to \$4.41 per 1,000-gallons. This equates to a 30% rate hike, 20% greater than what I calculated when I drafted the budget. See attached notification

Hydrant Fees – Woodsville Water & Light Dept. has begun charging the county for the five new hydrants around the new jail

Training – John Tumosa just completed a 2-day training seminar on boiler operations and maintenance

Training – Assisted Nursing Home conduct monthly fire drill

New Jail

Schedule – Inside is approximately 85% complete and outside is approximately 95% complete. Overall, the project is still on schedule.

Electrical Consumption – Based on November billing the new facility consumed 101,700 kWh of electricity, and increase 54,300 kWh from October's billing of 47,400 kWh. SMRT's calculates the monthly consumption to be approximately 159,500 kWh.

FFE – Over the next few months I plan to start securing the maintenance Department's FFE items. My plan to accomplish this task is to bid any single item estimated close to \$5,000 in value. All items of lesser value I prefer to consolidate onto a list and send it to several sources for best pricing. If there are no objections to this process than I will proceed using this method.

December 20, 2011

Commissioners Report

1. Population:

In-house:	80	Maximum:	19
		Medium	23
		Minimum north:	01
		Minimum south:	12
		WHOC:	13
		Max/Handicap:	02
		Lockblock/Seg:	10

Weekenders: 5 **Out of facility: 35**

2. Community Corrections Report

- a) **Drug Court – supervising (17) * 2 in custody**
- b) **Electronic Monitoring – supervising (6)**
- c) **Daily Work Release – supervising (0)**
- d) **Operation Impact**
- e) **Community Work Program – Sgt. Webster is on vacation**

3. General

- a) **Bid Waiver request – motion/approval required**
 - 1) **Radio Equipment – additional repeater with maintenance frequency**
- b) **FFE Acquisition - discussion**
- c) **Inmate Medical issues**
- d) **Future Governor Commission Funding**
 - 1) **State budget cuts SFY13 \$200,000 less = further reductions and more cost shifting to the County**
- e) **Misinformation distributed in County work areas - attached**

4. Commissioner Items

- a) **Commissioner Ahern – Out of State training**
- b) **Commissioner Burton – none**
- c) **Commissioner Cryans – none**
- d) **Are there any Commissioner concerns? - input sought**

Upcoming events:

CO Academy Graduation – Tuesday December 20, 2011 @ 1pm @ Woodsville Armory

December 1, 2011

TO: Board of Commissioners
FR: Supt. Libby
Ref: Letter found in employee break room

Commissioners,

Attached is a letter that a County employee who works in the Maintenance Department gave me. It appears to be some sort of communication provided to the County Delegation and assorted County employee's by Harold Brown.

I bring this to your attention because I am positive that you are unaware of this letter and the many inaccuracies that it contains as I believe if you were aware they would have been corrected. I am also concerned that this type of information is being disseminated by Harold Brown in a County workplace environment – possibly via County equipment with the sole intent being to create a hostile work environment. I myself am very upset with the blatant misinformation and the rumors that the information has started on the County complex – it has a negative effect on me and my department and shows a continued pattern of harassment by Harold Brown.

As you are aware in my November 22, 2011 Commissioners Report – I detailed for the Board – funds that the department is reimbursed that are known as SCAAP Funds – (State Criminal Alien Assistance Program) – these funds are disseminated through the US Department of Justice – Bureau of Justice Assistance -SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period. based on an federal formula.

These detainee's are NOT Federal inmates nor are they typically being detained for or by the federal authorities. In addition, SCAAP awards have strict guidelines regarding how the funds are utilized.

****"Use of SCAAP Awards:** The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in

paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." **Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only."**

There is no "hidden slush fund".

Grafton County Department of Corrections has NO contract with Federal agencies and DOES NOT exclusively hold Federal inmates.

If you require additional information – please feel free to contact me.

Respectfully,


Glenn

CC: Executive Director Clough

Nov. 29, 2011



Greetings;

Meeting this morning Nov. 29 not much to report, very short meeting. Last week Nov. 22, very interesting. For those on delegation, wool pull over your eyes again. Seems the DoC has a slush fund if you want to call it that. This fund is hidden in the budget, I looked and couldn't find the money as Glen described it. DoC gets paid from the feds for housing aliens, aliens is the word Glen used. He stated he receives from \$57.00 to \$6000.00, he didn't say over what time period. Yes Commissioner Ahern, I want to be transparent and bring this fund to your attention. Omer wasn't happy about hidden funds. The money from the feds cannot be put into general funds. The debate got a little testy with Chair Cyrans and Omer. All this smokescreen and mirrors is for lack of a legal bookkeeping model. If a different bookkeeping model isn't implemented after the performance audit, you and future reps. are just going to be jerk around. Glen used the word policy at least eight times. Now you want to experience real transparency? I was allowed to ask Glen, how much do you charge a day or get paid per day from the federal government for housing prisoners? Answer, I don't know. Now there's transparency. Use your imagination on that one. The commissioners didn't pick up on it. Do they know or care what rate is charged to the federal government, yet have the commissioners even approved of housing federal prisoners. The 2012 budget the daily cost is approximately \$132.00 per day per inmate. Charge Coos County \$40.00 per day, Coos pays other cost, drugs etc. The cost next year will probably be over \$170.00 per day, per inmate. What will the charge be to house outside inmates? Is the trend going to be keep the census artificially high to lower the cost per inmate? Yep, just keep locking up bread winners to look good, increase welfare rolls, club the taxpayer. Just have to justify the jobs and high salaries. Thought I heard Glen say we have a few pregnant inmates. How's this going to be handle? Will they be release early? Will the State kidnap the baby(s)? You know, just have to enhance the foster home industry. Efficient jail, is an empty jail. Oh, forgot the wages of the maintenance person for the new jail, wasn't factored into the cost per day /per inmate

I'll have a good civic class tomorrow or the day after, hope you enjoy it.

Harold

to rustyb313, greg.sorg, edmond.gionet, acadian, ingbretson_stu., omer.ahern.jr

Nov. 30, 2011



Representative Bulis; Thank you for the down load. I had some very interesting conversation this morning with a friend that's sharp. He just glance thought the budget and found some discrepancies.

1. Commissioner Ahern's first order of business, was to cut his pay ten percent. He may take his pay and return part of it, maybe. This may be considered a gift. Unknowingly his pay cut was illegal. The Delegation sets the pay and nobody else.
2. Where is the authority for the commissioners to be paid mileage to themselves for traveling to a meeting(work), for the time being this is illegal. Where's the statute? I have to investigate further.
3. What elected officers are being paid health benefits. Elected officers are not employees, decision of the Supreme Court. Therefore can only pay benefits to the elected officer only, if you choose to, not to dependant, spouse or whatever.
4. Have to investigate, appears salaries for elected officers has been doctored, not what the Delegation approved. Like I stated this has to be verified before a statement is made, you can check this stuff yourself.
5. I have a major issue to discuss in person, I don't want it on paper, in case I'm way off track. I suspend a major bookkeeping issue, right in plain sight and isn't seen. Again the bookkeeping of the county's finances is a lot to be desired. Every expenditure should be in plain sight. Also all income should be itemize.

Now the auditor wants to commingle funds of the Registry of Deeds with the County's funds, general funds, I assume. This is to justify another job. They (administration) voted to increase longevity pay, against the wishes of the delegation. Just

surfaced, the jail has a secret fund. Years ago SOU payment was hidden in educational funds to cover it up. The inmates personal funds some how was commingle with jail funds and caused the regular audit to be late. After this I can't do much to convince you a different bookkeeping method is imperative. As Chair or delegate do you know how many bank accounts the county has and for what purpose? Do you have a list of encumber funds? Who authorized the encumbrance of certain funds? Once funds are encumbered and carried forward, they can be spent anyway they (administration) please.

An issue I forgot to mention. A few weeks ago Julie stated the county would take over the electric bill for the new jail from the contractor. Says cheaper if the county pays the bill. Question who is responsible for the electricity by contract, the county or the contractor? I will find out or maybe Omer has the answer.

Happy

Harold

Register Monahan cc

Office of the Grafton County Attorney

Lara Saffo, County Attorney

December 20, 2011

Report to the Commissioners

(1) Case management

The number of cases referred to our office by law enforcement for prosecution, for the last eleven years, by calendar year, are as follows:

2000:	354
2001:	405
2002:	540
2003:	512
2004:	518
2005:	539
2006:	497
2007:	539
2008:	530
2009:	535
2010:	596
2011:	779 (as of December 20, 2011)

As noted previously, the increase in our caseload this past year is simply unprecedented. It has created a substantial increase in workload for all employees, in an already extremely busy office. One category in which we need additional assistance is in the area of filing/data entry. Accordingly, I am asking to hire an additional assistant a total of three days a week, commencing the second week in January. One day will be dedicated to the victim witness department, and the other two days to the remainder of the office.

The victim witness department has not had additional employees since 2001, but the caseload has almost doubled. They need the additional assistance.

I would ask that this be a TEMPORARY position, 24 hours a week, for the next six months. I would want to go through the budget process before permanently adding an employee. Also, if another department has an employee they can spare for one or all of these days, that would be more than acceptable. However, I would be surprised if another department has an available employee. The rate of pay I am recommending is \$11.22 per hour, our entry level position.

(2) Space

Space is also an issue for my office. After reviewing numerous options, the best option is for the Office of the Grafton County Attorney to utilize what is currently a conference room that adjoins

our office. I would recommend combining the conference room and the lawyers lounge. This would entail removing the legal books that have not been updated, so the projector screen can be installed on the wall. It also would entail replacing the furniture in the lawyers lounge with the furniture in the conference room. I would like to inform the Grafton County Department Heads of this proposal, so they can offer input. I also think I should inform the Grafton County Bar Association.

I am in the process of identifying and obtaining figures associated with relocating a portion of my office into the current conference room. Once I have those costs, I can present a plan for your consideration, as well as the delegation's consideration. There would be no loss of income to the County, as both spaces are not rented out to anyone.

(3) Karpel/Software for County

The supplemental ARRA funding for equipment was approved. Karpel confirmed that our proposed scanning equipment was compatible. We also learned that, once Karpel is installed, we do not need separate software in order to scan our files. Karpel offers that service as part of its package. This will be a cost savings to the county.

(4) Interns/Externs/Special Assistant County Attorneys

We will have four externs starting in January, two from Vermont Law School, one from Plymouth State University, assigned to mental health court, and another from NHTI, assigned to drug court.

(5) Request to enter non public session regarding a personnel matter.

(6) Public Safety Initiatives

a. Mental Health Court (A.S.S.E.R.T. and Halls of Hope)

Both the Halls of Hope and A.S.S.E.R.T. have three current individuals in the program. Halls of Hope have three "on deck", and A.S.S.E.R.T. have two "on deck." Both Halls of Hope and A.S.S.E.R.T. have received new referrals as well. Our program coordinator has met with Genesis and law enforcement representatives about bringing this initiative to the Plymouth area as well.

b. The New Hampshire Partnership for the Protection of Older Adults

Deputy County Attorney Melissa Pierce and I conducted a training on Elder Abuse and Neglect at the request of the New Hampshire State Police, Troop F. The four hour training was well attended and received. Over forty individuals attended, and New Hampshire's Police Standards and Training Council approved the training for credit towards law enforcements annual requirements.

c. Child Advocacy Center at DHMC

From October to mid December the CAC served thirty five children from Grafton County. Conducted a training in Pike, New Hampshire for law enforcement entitled

“Responding to Children on the Autism Spectrum.” The CAC was just featured on WCAX. April is Child Abuse Prevention month, and the CAC is once again working on our Shield Our Children from Harm conference.

d. Plymouth Area Sexual Assault Resource Team

We are offering our adult sexual assault investigation training in January at Plymouth State University. The Department of Health and Human Services, Elderly and Adult Services will be co presenting, along with Voices Against Violence.

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