

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

March 14th, 2017

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

OTHERS PRESENT: Maintenance Supt. Oakes, Register of Deeds Monahan, County Attorney Saffo.

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

Supt. Oakes arrived to open fuel bids for FY18. One (1) bid was received and was as follows:

Dead River

4,650 Gallons of Off-Road Diesel - \$2.1930/gallon

33,000 Gallons of Propane - \$1.2335/gallon

Supt. Oakes stated that he will review the bid and return with a recommendation.

He noted that he wanted to update the Commissioners on the Register of Deeds security window project. There have been a number of delays and the project is not done yet. He discussed the various delays that they have experienced with the Commissioners. Supt. Oakes stated that he anticipates either today or tomorrow his guys will have their part done and then the contractor will come back and measure for the window. He stated lead time on the materials is about two (2) weeks and once the materials are received it will take the contractor roughly a week to install.

Commissioner Lauer asked if everyone had a chance to read the minutes from the March 7th meeting. Commissioner Ahern had an edit.

Commissioner Ahern moved to approve the March 7th as amended. Commissioner Piper seconded the motion and all were in favor.

Commissioner Lauer asked if everyone had a chance to read the minutes from the March 14th budget meeting. Commissioner Ahern stated that he did not have a chance to read them.

Commissioner Piper moved to approve the minutes from the March 14th budget meeting. Commissioner Lauer seconded the motion and all were in favor. Commissioner Ahern abstained.

The Commissioners signed check registers 56-58; 1148-1153.

County Administrator Libby submitted a Subrecipient Agreement for the Mount Washington Valley Economic Council CDBG for Commissioner Lauer to sign.

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Commissioner Ahern asked if he can get a list of what departments have their own visa cards. CA Libby stated that she would get Commissioner Ahern a list of the departments with visa cards.

CA Libby reminded the board of the Executive Committee Meeting at 9am next Monday the 20th.

Supt. Oakes returned and stated that he contacted Dead River. He state that he was told that the prices are as written and recommends the Commissioner's accept their bid.

Commissioner Piper moved to accept Dead River's bid of \$2.1930/gallon for Off-Road Diesel and \$1.2335/gallon for Propane. Commissioner Ahern seconded the motion and all were in favor.

Register of Deeds Kelley Monahan arrived and gave the following report:

**Grafton County Registry of Deeds
Kelley J. Monahan Register
Report to Commissioners
March 14, 2017**

February Revenue

County Revenue 2/2009	\$ 65,090.84	State Revenue 2/2009	\$ 266,375.04
County Revenue 2/2010	\$ 54,282.72	State Revenue 2/2010	\$ 347,089.92
County Revenue 2/2011	\$ 71,304.59	State Revenue 2/2011	\$ 554,448.96
County Revenue 2/2012	\$ 60,013.56	State Revenue 2/2012	\$ 266,312.64
County Revenue 2/2013	\$ 58,687.26	State Revenue 2/2013	\$ 230,022.72
County Revenue 2/2014	\$ 47,224.49	State Revenue 2/2014	\$ 313,878.72
County Revenue 2/2015	\$ 41,010.42	State Revenue 2/2015	\$ 234,779.16
County Revenue 2/2016	\$ 56,795.44	State Revenue 2/2016	\$ 387,897.60
County Revenue 2/2017	\$ 55,338.00	State Revenue 2/2017	\$ 363,739.20

Foreclosures

2009 25 year to date
2010 35 year to date
2011 26 year to date
2012 22 year to date
2013 32 year to date
2014 28 year to date
2015 18 year to date
2016 23 year to date
2017 13 year to date

1. The PRIA 2017 Winter Symposium was held February 20-23 at the Albuquerque Marriott in Albuquerque, NM. More than 170 PRIA members, industry leaders and speakers took advantage of the opportunity to immerse themselves and participate in sessions that were available at the 2017 Symposium such as GIS, eNotary, document rejection prevention and blockchain. There were also working group sessions on XML iGuide, TIFF-PDF/A, predictable fees, PREP and

LRMS. Roundtable discussions were held on budgets, staff retention and recruitment, the recording process, and preservation of electronic records.

There was an opportunity to tour the Bernalillo County Clerk's Office on Tuesday morning, which was very valuable for me, as I am proposing using some of our space as to exhibit museum quality artifacts for the public viewing. On Wednesday evening attendees enjoyed a tour of the Indian Pueblo Cultural Center, a taco bar dinner and a Native American Dance experience.

Painful for everyone, was the realization that many of the recent college graduates cannot read or write in cursive, which is a requirement in the Title Industry.

2. Block Chain technology has been implemented in DE and soon in Cook Co IL. Next for DE will be UCC filings and the SEC following that.
3. I have great reservations regarding E-notary. There are over 100 pieces of state legislation currently under consideration. Thousands of random electronic designs will have a huge impact on our ability to determine valid notarial stamps from frauds. I have included a packet of samples already in use. In my opinion, an electronic certification and encryption signature should be assigned to each notary. The judiciary is lobbying for one global time stamp GMT London, as individuals can adjust the time stamp on their computers. The NHRD Association will be meeting on 3/22/17 and I will be asking the affiliate to send a letter to our SOS stating our unified concern and our position on this technology and the potential for fraud.
4. I would like to make a correction to the February 21, GCBC minutes. The GC Registry of Deeds budgets, purchases, maintains our own computers, printers, fax, scanners, and software. We trouble shoot any minor issues ourselves and invest in maintenance contracts for our big printers. Many interconnected systems, recording, indexing, billing, website hosting and maintenance and multiple electronic backups are handled by our software vendor, Fidlar Technology. Other than the county Email program, time clock, computer virus protection and the shared accounting for tracking the budget, we are independent of GC IT. We are in the 5th year of a 3-5year replacement plan for all our desk top equipment. I anticipate the replacement will come in FY19 and have been reserving adequate surcharge funds to cover all related expenses. Two years ago, we determined the need for a dedicated internet connection and have applied surcharge funds to cover that expense. As the financial industry demands faster returns and increases dependence on E-services we understand the need to comply for the sake of the transaction. Excellence in IT is a priority for our office, and we are fortunate to have an established fee in place to fund upgrading of technology and one that does not present a burden to our tax-payers.

**Respectfully Submitted,
Kelley J. Monahan**

County Attorney Saffo arrived and gave the following report:

Office of the Grafton County Attorney

Lara Saffo, County Attorney

March 14th, 2016

Report to the Commissioners

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The Mission of the Office of the Grafton County Attorney is to pursue justice and promote the safety and security of the County's citizens, thereby enhancing the quality of life in Grafton County. We will seek to achieve these goals by:

- **Striving for just disposition of criminal cases through timely, efficient and effective prosecution.**
- **Ensuring that victims and witnesses of crimes are treated with respect, courtesy, and sensitivity as they cooperate with criminal prosecutions.**
- **Improving the criminal justice system by identifying areas of need and working collaboratively with other criminal justice agencies and the community to improve the criminal justice system.**
- **Encouraging and promoting crime prevention and early intervention initiatives.**
- **Identifying, promoting and implementing new and innovative approaches to solving crime problems.**

(1) Statistics

2017 Figures show that last years increase continues to be not only sustained, but increasing

From January 1, 2016 to March 13, 2016, we had received 151 referrals. This year, from January 1, 2017 to March 13, 2017 we have received 213 referrals. We may not prosecute some referrals. Also, some referrals have more than one charge (why there are more charges than referrals).

2016 Figures:

The reviews by town and by type of crime were attached last month. A few notations:

- Our number of referrals increased over 120 cases since last year, and enormous jump, from 750 to 894. Approximately thirty-five of the cases should be subtracted, as they represent circuit court cases handled by another circuit court prosecutor. Our office provided victim/witness services and thus we opened files but did not handle the prosecution.
- We were scheduled to begin felony first on July 1st, 2017 but it was moved up last fall to April 1st, 2017. This will result in a significant amount of additional work. The Court recently presented in Grafton County and explained that the other counties showed a 12% increase in referrals once felony first began. This would be in addition to the jump in referrals noted above.
- The complexity of cases has continued to rise. We have arsons, a first degree assault for shaking an infant, negligent homicides by inappropriate driving of a motor vehicle, a negligent death investigation, drug related death

investigations, adult sexual assaults, child sexual assaults, just to name a few that are pending right now.

- Additional files: Petitions to Annul, One Party Intercepts, Responding to Untimely Deaths.

(2) Contracts with the Towns of Bethlehem and Haverhill

I have proposed contracts for your review and consideration. It is what we discussed in the past.

(3) Receipt of VOCA grant for PBK training/Request for permission for out of state travel

Last month I reported on two full VOCA scholarships that we could use to send our victim witness coordinator and office administrator to training for our software. I noted that I applied for a scholarship to cover the registration costs for a prosecutor to attend. We did receive this scholarship.

(4) DOJ Sexual Assault Grant that would cover the cost of a Detective in the Sheriff's Department dedicated to Child Sexual Assault cases

The grant has been submitted by the NH Attorney General's Office.

(5) Community Partnerships

We support the building of strong partnerships and collaborations with law enforcement, all members of the criminal justice system, and the communities we serve.

Attorney General's Office:

Attorney General – County Attorney meetings
AG Child Abuse and Neglect Conference Committee
AG Protocol drafting: Adult Sexual Assaults, Human Trafficking



Child Advocacy Center:

We participate in three types of meetings for the Grafton and Sullivan County CAC at DHMC.

Case review meetings: Twice a month we have meetings to review all pending cases, and provide a status on past interviews.

We have one meeting in Lebanon once a month

We have a meeting in Littleton and Plymouth (alternative locations) once a month.

Director and Advisory Board meetings. We have meetings six times a year to discuss the program, and often have supplemental meetings to discuss a specific issue, such as sustainability.

CASES

COUNTY	MONTH	#FI
Grafton	Feb	25 (no exaggeration)
	Jan	18
Sullivan	Feb	9
	Jan	8

The CAC has submitted its application for National Children’s Alliance reaccreditation.

We are finalizing interview and meeting space in the Plymouth area. This will be an enormous advantage for all stakeholders. It will assist victims in particular, our primary concern. However, the advantages of a locally based satellite office is numerous and includes assisting the advocacy programs and law enforcement. It is more expensive than initially anticipated, due to the need for a second room. I would like to discuss this cost with you and my plans for addressing the cost.

Alternative Sentencing

Drug Court

We have weekly team meetings, followed by the open court session every Monday. There may be additional hearings as well, in addition to required trainings.

Other drug initiatives: Haverhill Area Substance Abuse Coalition (Cottage Hospital)

We participate regularly in other initiatives.

Justice Involved Veterans Task Force

This group meets monthly, and this year presented enabling legislation that I testified in support of. We can attend these meetings telephonically.

Mental Health Court

We have not been able to attend these meetings each month, but try to attend as much as possible.

Software / PBK

We particulate in monthly statewide software meetings to enhance the use and efficiency of our statewide prosecutor’s software.

This includes working on the Uniform Charging Table for the State of New Hampshire, and specifically developing elements of offenses for everyone to use in New Hampshire

Sexual Assault Resource Teams (SARTs):

We have monthly meetings in each of the Sexual Assault Resource teams, an initiative we hope to expand to the Littleton area this year:

Haverhill Area SART
Plymouth Area SART
Upper Valley SART

We continue to participate in these invaluable initiatives. To learn more about SARTs please see <http://www.nsvrc.org/projects/sexual-assault-response-teams-sart-0>.

Human trafficking

NH Human Trafficking Coalition

Prosecution initiatives

NH Prosecutors Sexual Assault Workgroup

(6) Circuit Court

a. Victim Witness Services

Stacey is up and running providing much needed victim/witness services in circuit court for domestic violence and sexual assault cases. This is pursuant to a VOCA grant. We have let all the circuit court prosecutors know.

b. Prosecution

The New Hampshire Department of Justice expects us to oversee any issues with prosecution in Grafton County, including circuit court prosecution. We are receiving increased requests for assistance from Circuit Court prosecutors. This work is not reflected in our statistics, but is vital. Each month, our webpage, entitled the NH Prosecutors Network, provides more and more resources for Circuit Court prosecutors.

(7) Felony First

As noted last month, Felony First is starting April 1, 2017. In drafting my budget, I had hoped we would not start until July 1, 2017 (which was the initial indicators). As noted in last spring's budget presentation, other counties requested additional positions to accommodate felony first:

Belknap County: received funding for one attorney, hired
Coos County: received funding for one attorney, hired
Hillsborough County: this year asking for five attorneys, two support staff, two victim witness personnel
Merrimack County: receiving funding for two attorneys and one support person
Cheshire County: Year 1 (they were the first to implement) one attorney, Year 2 a part time support person
Sullivan County: received funding for one attorney, hired
Rockingham: two prosecutors, one support person.

We have hired a support person temporarily to assist us. I have been reaching out to law enforcement to develop a referral system that works for them, and have met with the Circuit Court prosecutors, and the Chiefs. A final program has been developed, and handouts are being drafted.

The IT department has set up a dedicated email account to forward intake material. For larger files, we have priced sharefile.

Once this initiative begins, we will be responsible for filing the felony complaints and providing victim services upon arrest. This is a significant change in our responsibilities.

(8) Grants

a. VAWA Grant

We received this grant, for \$30,000 towards the cost of a prosecutor to handle in part domestic violence and sexual assault cases. The year for the grant is June 30th, 2016 – June 30, 2017.

b. VOCA Grant

We received the grant is for \$50,000 towards our Victim Witness Program. It pays for some of the costs of a Victim Witness Coordinator and for a new program, in our case Circuit Court Prosecution services. We have the official paperwork and are accepting referrals. It has already proven beneficial.

c. Haverhill Area Substance Abuse and Prevention Coalition

They hired the local coordinator and we are excited about the choice and the potential.

d. Partnership with UNH – Prevention Innovations Research Center Collaboration

We received this grant and are getting ready to move forward on prevention initiatives for college sexual assaults.

e. Roving Advocate Project

We did not receive this grant, but are reviewing the comments and how we can improve it next grant cycle.

f. Sexual Assault Justice Initiative

This is a DOJ grant that we will benefit from. The hiring committee hired the full time adult sexual assault investigator, and the grant has begun. The grant manager/prosecution consultant position is being advertised.

(9) Areas of needed expertise

- a. Arson
- b. Drugs
- c. Domestic violence
- d. Child sexual assault

- e. Adult sexual assault
- f. Abuse of Elders
- g. Assaults – simple to first degree
- h. Cybercrime
- i. Failure to register as a sex offender
- j. Gang activity
- k. Internet Crimes Against Children
- l. Negligent homicides – assault related
- m. Negligent homicides – DWI related / Driving Under the Influence, Serious bodily injury
- n. White collar crime – bank fraud, business fraud
- o. White collar crime – financial exploitation of family members/the elderly
- p. Computer fraud
- q. Property related offenses (bank checks/fraudulent use of a credit card/willful concealment)
- r. Property related offenses – burglaries and robberies
- s. And more . . .

(10)Adjourn to discuss legal matter.

CA Saffo presented the prosecutor position contracts for the Town of Bethlehem and the Town of Haverhill. She answered various questions from the Commissioners. The Commissioners requested to review the contracts and vote on them next week.

10:06 AM Commissioner Ahern moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Piper seconded the motion and all were in favor.

Commissioner Lauer stated that they will now adjourn this public meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

10:39 AM Commissioner Lauer reconvened the meeting.

Commissioner Issues:

Commissioner Ahern noted that he is very concerned about some of the aspects of the farm. He stated that they are going to be asked next week to approve the purchase of a new manure spreader. Based upon how he sees the farm using the manure spreader, they are using it every day and on a farm you do not use a manure spreader every day. He explained that they are using the manure spreader to move the manure from the dairy barn to the manure pit every day. He also noted other various things they are using the manure spreader every day for. He stated that he has asked CA Libby for a list of the equipment that the farm has and he is hoping they have a

dump wagon. Commissioner Lauer stated that she is not an expert in this field and would have to take Commissioner Ahern's word for it. Commissioner Ahern stated that he wants the farm to be here but he was at a meeting the other day where a Delegation member said that the Farm is losing \$100,000 a year. Commissioner Lauer noted that was incorrect and Commissioner Ahern stated that is what they are up against. The Commissioners discussed the issue further and Commissioner Lauer stated that she feels these are questions they need to be asking Farm Manager Kimball. CA Libby stated that FM Kimball will be here on Thursday for his budget presentation and the Commissioners can speak with him then.

Commissioner Piper attended the 4H County Activities Day in Lyme. She stated that she was a judge for the public speaking portion of the program.

Commissioner Lauer stated that she Commissioner Ahern attended a Northern Pass intervenors meeting on Saturday.

Commissioner Ahern noted that he will be making another presentation tomorrow to Pemi Baker TV.

10:50 AM With no further business the meeting was adjourned

Wendy A. Piper, Clerk