

COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy.
North Haverhill, NH 03774
Tuesday, May 10, 2011

PRESENT: Commissioners Michael Cryans, Omer C. Ahern Jr. and Raymond Burton,
and Executive Director Clough and Secretary Martino.

OTHERS: Harold Brown (intermittently)

9:00 AM Commissioner Cryans opened the meeting with the Pledge of Allegiance which
was led by Commissioner Burton.

Farm Manager Kimball arrived with his report saying they were milking 69 cows,
shipping 10,110#'s of milk for an average of 73#'s. Price of milk is \$21.72

FM Kimball relayed the fact that the rising water from the river had done a lot of damage
to the road down to the fields, which was reported by Supt. Oakes last week. Planting
will likely be delayed.

Commissioner Cryans asked if FM Kimball knew who would be replacing Sgt. Paronto
who is retiring and has been a great help to the Farm. FM Kimball said that Sgt. Paronto
is on vacation right now and a replacement can't be hired until he is officially retired. He
is not sure about replacement as that comes under Supt. Libby's Department.

Commissioner Burton asked if all the Holsteins are registered at the County and FM
Kimball said they were and that the cost to do so was \$880, which he thought was
reasonable. He said they register about 50 new females a year.

Commissioner Burton said he toured the barns last week and saw the new bull. FM
Kimball said he's used as a last resort after artificial insemination, which is done for
proper genetics.

Commissioner Burton said that he thought that FM Kimball's responses to the Executive
Committee yesterday were very respectful.

Commissioner Ahern asked if there was any gravel on the County properly and FM
Kimball said there was no actual gravel but more of a sandy composition. Commissioner
Ahern had suggested that the Farm Manager along with the labor of inmates could handle
repairing the road down to the fields that had washed out. FM Kimball said that he
doesn't have the equipment to do that work.

Commissioner Ahern asked if they needed a permit to burn and FM Kimball replied that
they did and it is usually done in the winter.

Commissioner Ahern said that he noticed the old cars that had been tossed over the bank in past years and was concerned that might be an issue with DES.

Commissioner Cryans stated that he thought the FM Kimball did a good job articulating what the inmates do on the Farm when speaking with the Executive Committee.

David Van Houten who has been a participant in Martha Richard's energy committee, stopped in to see if he could speak with the Commissioners. He brought them a brochure regarding biomass energy and questioned where the County stood on the biomass project that was proposed by Martha Richards. Commissioner Cryans said that it was on hold at this point.

Director Clough said they have done several things with DOE so that the grant that the County was approved for can be used just for engineering and would not obligate the County to build the biomass plant at this time. She said that has not been completed yet. Mr. Van Houten asked if the Commissioners envision the project happening and Commissioner Cryans said that the costs versus savings has to be investigated further and that was what M. Richards was supposed to be bringing back to the Board at some time. Commissioner Burton said he would like to get moving on this project and would vote in favor of getting off the oil from the Middle East. He said he would like to see the old Jail considered for putting the biomass plant in.

Commissioner Ahern said that 84% of the oil for this country comes in from Canada, but we're at the mercy of the speculators. He said he agreed that it should be pursued but that they need to be able to show the taxpayers what the savings and payback will be. He said he would like to be able to use local resources but the people need to be convinced. Commissioner Cryans asked D. Van Houten if he knew what the payback time would be and Mr. Van Houten replied that it would depend on the cost of fuel. He said that the local impact on the economy should also be considered.

D. Van Houten said he would bring this information back to the North Country Council.

Corrections Superintendent Libby arrived with his report *(see attached). There are currently 98 inmates in-house, 16 in Drug Court and 6 out on electronic monitoring.

Supt. Libby said he's still trying to figure out what's going on with the Governor's Commission fund. Commissioner Cryans said it was still in a state of flux but he thinks it will be depend on the rate of utilization. There will also be a 10% cut. Since Grafton County fully utilizes the fund it should receive a higher amount.

Commissioner Cryans said he thought that Supt. Libby did a fine job giving information to the Executive Committee yesterday. Supt. Libby said he appreciated the support of the Commissioners and the Executive Director. Commissioner Burton credited Supt. Libby for his professionalism and the responses to the committee.

There was a discussion about the need for more public defenders for the Drug Court and Supt. Libby said that he is a strong supporter of the Drug Court program but there were some issues that could probably be revised to help make the program better. He said

there needs to be more consistency, with higher expectations and the leadership needs to be more structured because different people make different decisions on different days.

Commissioner Burton said there should be a set of rules and policies by which the Drug Court operates and he feels those policies should be approved by the Board of Commissioners. Supt. Libby said the policies that they are currently operated under were set up by the steering committee which has changed completely from the original committee.

There was a discussion about what was a team and what was a steering committee. Supt. Libby said that's part of the problem is that there is no definitive organization. This was discussed somewhat further.

Commissioner Ahern said that he felt that with inmate labor the road down to the fields could be repaired by FM Kimball and his machinery. Supt. Libby said it's really outside of the scope of the work they're capable of. Commissioner Ahern thought that if they used the local resources available it could be done. Supt. Libby said he would provide whatever help the Commissioners directed him to.

Commissioner Ahern asked Supt. Libby where an employee would go if he had a complaint about the Dept. Head and Supt. Libby said that there is a provision in the employee handbook which covers grievances or the person could speak with the Executive Director.

Commissioner Cryans said he was pleased to be a part of the graduation of the two CO's in Boscawen and said that Supt. Libby was spoken highly of at the Drug Court graduation. Supt. Libby said there are a lot of people involved that make that process work. Supt. Libby was thanked for all the programs that he provides for inmates and Supt. Libby thanked the Commissioners for their support of the programs.

H. Brown was recognized and stated that he felt that the non-profit entity supporting the Drug Court is a trustee in which a board needs to be legally staffed under the state statutes. Director Clough said they don't have anything to do with the County and they are a completely separate entity.

Commissioner Ahern disagreed with Mr. Brown's analysis of the 501-3C and that it has most likely been properly filed with the state and it surely has its own board of directors.

New Lebanon City Manager Greg Lewis arrived at the invitation of the Board. After a brief introduction Mr. Lewis gave the Commissioners a run down of the jobs he had in the past which led him to New Hampshire. He started out as an attorney in the "Plains" and then worked as a County Administrator for a number of years in Minnesota before coming to Lebanon. He said that he welcomes the chance to work together and plans to keep the lines of communication open between the County and the City of Lebanon.

Commissioner Cryans said that he was pleased the Mr. Lewis could take time out of his

schedule to accept this invitation. He said that he looked forward to the interest that Mr. Lewis may take in Grafton County and with the various Dept. Heads.

Mr. Brown stated that 50% of the inmates in the County Jail come from the City of Lebanon and something should be done to keep them out. Mr. Lewis stated that in the County, Lebanon is considered the hub of the area to which many people will flock for activities, which makes it the perfect area for trouble to occur. He said it will take a change in the way things are looked at socially in order to create an overall change.

The Commissioners thanked Mr. Lewis for coming.

Maintenance Superintendent Oakes arrived and the Commissioners began by opening the bids for the planer and band saw which the Dept. was selling. Only one bid was received from B. Jaworski in the amount of \$50 for each item. Supt. Oakes said he would recommend accepting those offers.

Commissioner Burton moved to accept the offer of \$50 each for both the planer and the band saw from B. Jaworski which was seconded by Commissioner Ahern. All were in favor.

The next bids that were opened were the fuel bids of which three were received.

<u>Retailer</u>	<u>#2 heating oil</u>	<u>propane</u>
Irving	\$3.3653	
Stiles	\$3.325	
Dead River	\$3.319	2.559

Commissioner Ahern asked why Patten's won't provide the County with a bid and Supt. Oakes said he could only speculate that it had to do with the prior bid that he lost and there were some hard feelings.

Commissioner Ahern said he was flabbergasted that more companies don't bid on such a large contract.

Commissioner Cryans asked what amount was put into the budget and Supt. Oakes said he used the figures of \$3.437 for fuel and \$2.249 for propane, which were the figures he received from Dead River last time the bid was placed.

Supt. Oakes said he will call the companies just to make sure that the prices are still good today before making any decisions.

Supt. Oakes said that he received three quotes for repair work on the road down to the Farm fields.

Morrill Construction	\$12,000
Fenhoff	\$ 8,454
Horne	\$ 6,400

Supt. Oakes said he would recommend Horne as the lowest bidder. He also said he called DES and permitting is waived because the road is for agricultural use.

Commissioner Burton moved to accept the bid from Horne which was seconded by Commissioner Ahern.

Discussion

Commissioner Burton said that in prior conversations today the question was asked as to whether or not FM Kimball along with inmate labor could take on this project. Supt. Oakes said it would not be a good idea to use the Farm Manager along with inmate labor to do this job as there is no gravel on the property or the proper equipment to do the job. He said he would not want to see the County opened up to a lawsuit if this job is not done properly.

Commissioner Ahern disagreed with the analysis that there needs to be expert work done. He said this is a farm road and the only one using it is tractors. He said he thought that County resources should be used. Supt. Oakes said if it was not done right there could be an incident and who would want to explain why there is a tractor lying at the bottom of the hill in the river.

When the vote was taken, all were in favor.

Supt. Oakes presented the Commissioners with his report *(see attached) and briefly went over what was going on with the Jail project.

Supt. Oakes said he doesn't feel that he has any direction from the Board as to what he should be doing about the water tank issue. Director Clough said that a letter was received from Woodsville Water & Light (WWL), asking the Commissioners for an agenda from the Board as to what the discussion will be on the 14th of June.

Commissioner Cryans said there is the water tank, the hydrant fees and the electric rates.

Supt. Oakes said it was important to figure out what is expected from this meeting.

Commissioner Burton said he would like to see the County on their own water system and that WW&L should stop charging the County for the flushing of the hydrants which the County does on their own. He said he wanted to know what law allows them to charge the County for doing this.

Commissioner Cryans asked if the installation of the valve would include WW&L in the process and Supt. Oakes said it would.

Commissioner Ahern said that he recalled that Supt. Oakes was going to put together a timeline and Supt. Oakes replied it is on his list to do. Commissioner Ahern said the Board will need to digest all of that information before the meeting.

Director Clough said there needs to be some kind of resolution as to what needs to be done to fix this problem and there doesn't seem to be any direction.

Commissioner Cryans said he does not want to go into the water business.

Commissioner Burton said he doesn't want to drink WW&L water and Commissioner Ahern said he doesn't see how having wells put the County in the water business.

There was further discussion.

Supt. Oakes said that another issue he has which he wasn't aware of until recently is that WW&L has never reported to Dispatch or any of the fire departments as to when they exercise the valve, so if there was a fire and the water stopped flowing, no one would know why. There was more discussion about the opening/closing of the valve.

Commissioner Ahern said he doesn't want to be in the business of being in the water business but doesn't have any problem with the County drilling wells to provide drinking water to the County. He is less excited about providing that water to Hatchland Farm because of potential liability.

Director Clough said that she doesn't fully understand why since WW&L is responsible for the quality of water to the tap that they won't work with the County without charging us for the turning of the valve especially when they're right up the road and it takes all of five minutes to turn the valve.

Commissioner Cryans said he agreed and said the County is a huge customer of theirs and there should be some kind of compromise that could be reached rather than them working against the County all the time. Director Clough said she just doesn't understand why there needs to be an adversarial relationship.

Director Clough said she will write up a draft of what she thinks could be discussed and bring it to the Board next week to review. She said they had asked that a reply be given to them by today but the Board didn't meet until today to even talk about it. Commissioner Cryans said he feels the County should meet the deadline stated by WW&L rather than giving them another reason to say the County can't seem to cooperate. There was some disagreement about this, with the feeling that WW&L is trying to control the County and not cooperate with it. Commissioner Cryans said he would still like to see the agenda go out today.

County Attorney Lara Saffo arrived with her report to the Commissioners. *(see attached) Atty. Saffo discussed the new legal software which will be the recommended software to be used statewide and requested that the Commissioners accept a grant for the installation costs of the start up (\$49,690).

Commissioner Burton moved to accept the grant for the software installation which was seconded by Commissioner Ahern. All were in favor.

Atty. Saffo went over the rest of the items on her report.

Commissioner Ahern mentioned to Atty. Saffo that there was some discussion earlier about the organizational structure of the Drug Court. She informed the Commissioners that she had a binder of information and felt that right now, Drug Court is going through a re-evaluation. She will bring the Commissioners the binder information that she has put together.

She said that for clarification's sake, the Team consists of the supervisor the Judge, the

prosecutor, the case manager and the treatment provider. The Steering Committee is a broader organization.

Atty. Saffo has the paperwork and policy manual put together for Mental Health Court and showed the Commissioners the agreement for the case manager provided by West Central Services. This position is paid for out of the grant money.

Commissioner Burton moved to approve entering into agreement with West Central Services for the Case Manager which was seconded By Commissioner Ahern.

Discussion

Commissioner Ahern asked that in the future, documents that are to be read and approved for a meeting be provided ahead of time so there is time to go over them. He asked that there be a couple of changes in the contract so that the County is not responsible for any funding.

When the vote was taken, all were in favor.

Atty. Saffo said that their Office was offered items for free from the US District Court in Concord and they picked up some laptops and some other items.

Commissioner Ahern asked if all the things that Atty. Saffo was involved with is getting the best use of the Attorney's Office, particularly if these grant funded positions become a financial burden on the County. Atty. Saffo said that she feels that these programs can make an impact on the amount of cases that might come through the Office.

Supt. Libby returned to the meeting and said that he wondered if there was a complaint about him from an employee and felt is necessary to follow up on this. He said there is a chain of command through his departments and the County has a grievance procedure that can be followed. He said that he would hope that if there is a serious issue that the Board would let the person know how they should proceed and then the issue should be dealt with.

He asked Commissioner Ahern if there was a specific complaint and Commissioner Ahern said that he just wanted to know how something would be dealt with and there was nothing specific but that he does get calls and emails from people, quite often anonymously, with questions pertaining to County issues. Supt. Libby said that he felt there had to be something specific and if there was an issue he should know about it.

Supt. Oakes returned after calling the oil companies and said that Dead River had changed its price to \$3.429 and propane to \$2.58 which are both higher. This leaves Stiles fuel with the lowest bid of \$3.325 which he would recommend choosing. The cost for propane however is higher than it was previously.

Commissioner Cryans said that since there is only one company that has provided a quote for propane, he wondered if it was possible to monitor the propane and to call the company when the price is down and lock it in then. Director Clough said a vote would

still have to be taken at a formal meeting to do that. Commissioner Burton said he would be opposed to that and didn't feel that it was proper business etiquette and that requests for bid should be handled in writing. Commissioner Cryans said that timing is essential with this issue since the market is so volatile and thought that in this case a phone call would be a better way to follow the prices.

Commissioner Burton moved to accept the bid for #2 fuel oil from Stiles, in the amount of \$3.325 which was seconded by Commissioner Ahern. All were in favor.

The Commissioners all agreed that the propone bid should be sent out again.

Director Clough said that she has been contacted by someone who is interested in leasing the building that Community Corrections is in and would like to know if the Commissioners are interested. She said that the person would like to put in a fresh meat and produce deli but there would need to be some alterations to the building. These alterations would include 15-20 spaces for parking, a loading dock and the removal of partitions inside. He would be interested in a 10 year lease.

Supt. Oakes said parking could be issue as there is really no place to expand to. Commissioner Burton said he thought the best use for that building would be office space. Supt. Oakes said he really didn't think this would be a good mix for this complex. Director Clough will contact the person and let them know that the Commissioners are not interested at this time.

There was a brief discussion about a payment to the Social Service consultant which has put the budget line over. Director Clough said she budgeted the line for what was paid out last year thinking there would be no reason for an increase.

Commissioner Cryans asked if everyone had a chance to read the minutes. Commissioner Ahern had an edit.

Commissioner Ahern moved to approve the minutes from May 3, 2011 as amended which was seconded by Commissioner Burton. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed the DoC Superior Court report.

Director Clough read two letters from Governor Lynch which thanked the Commissioners for letters that were sent to him regarding Northern Pass and the Biomass Plants in Grafton County.

Director Clough has decided to have Department Heads meet only once a month with the Commissioners from now on.

Commissioner Burton said that he would ask that in the future, have the meetings break

at the appropriate time for lunch and then resume seeing people afterward. He was opposed to working through lunchtime.

Commissioner Ahern asked Director Clough if there was something that prompted this change and she replied that there has never in the past been minutes that have been 15 pages long and administratively things are taking considerably longer and meetings are taking much longer. She said that she didn't feel that the Commissioners needed to hear the same information from Dept. Heads every other week. If there is a Dept. Head that feels they need to meet with the Commissioners for some reason she will make sure that they are scheduled, otherwise it will just be once a month. This change will take place beginning the first of June.

Commissioner Cryans said he attended Family Day and it was a success. He said that all four areas were heavily populated with family members. Commissioner Burton stopped by earlier.

1:12 PM being no further business the meeting was adjourned.

Raymond S. Burton, Clerk

May 10, 2011

Commissioners Report

1. Population:	In-house: 98	Maximum:	21
		Medium	26
		Minimum north:	09
		Minimum south:	08
		WHOC:	20
		Max/Handicap:	02
		Lockblock/Seg:	12

Weekenders: 6 Out of facility: 42

2. Community Corrections Report

- a) **Drug Court – supervising (16) *1 in custody**
- b) **Electronic Monitoring – supervising (6)**
- c) **Daily Work Release – supervising (0)**
- d) **Operation Impact – Hanover H.S. – Linwood Academy**
- e) **Community Work Program – Roadside Litter Clean-up Rt #10**

3. General

- a) **Governors Commission funding – update**
- b) **Pending lawsuit – update**

4. Commissioner Items

- a) **None outstanding**

Upcoming events:

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Apr 26 – May 9, 2011

COMPLEX

Grounds – The bulk of our spring cleanup is close to being completed. We still have to sweep a couple of parking lots. The Master Gardeners (MG's) will be sprucing up the beds by Route 10 as well as ones around the gazebo. They will also be tackling the overgrown garden in front of the courthouse. My staff will be cutting down the diseased cherry trees on the corners of this garden and the MG's will plant new trees in their place.

HVAC & Refrigeration – North Country Mechanical is in the process of completing the annual preventative maintenance of all this equipment throughout the complex

COURTHOUSE

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

HVAC – The fan bearings in our largest air handler at the courthouse failed. It cost over \$1,000 for replacement parts and it took two people over 1-day to replace them

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Fire Alarm – Main panel batteries have low amp hours...battery less than 1-year old...replaced with warranty replacements

HVAC – HRU #5 had a leaking hot water valve inside this unit. Replaced valve due to bad integral seals

HVAC – HRU #2 humidity & temperature sensor failed...ordered new sensor

Electric Beds – Replaced a few bad DJB controllers on a couple of the newer style beds

Windows – Replaced several bad windows throughout with warranty replacement windows

Kitchen Hood – Ansul Fire suppression system due 6-month inspection...Tri-State Duct & Hood completed inspection and gave it a good bill of health

Kitchen Hood – Propane-fired make up air heater would not fire...replaced bad igniter

ADMINISTRATIVE BUILDING (1930)

Preventative Maintenance (PM) – Performed various PM tasks throughout

Fire Alarm – Main panel batteries due 3-year replacement...replaced batteries

HVAC – HRU #1 condensate drain came apart...cleaned and reassembled

South Steps – Finished fabricating handrail and terminated into columns

JAIL

Preventative Maintenance (PM) – Performed various PM tasks throughout

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Plumbing – On numerous occasions cleared various sewage lines of linens flushed by inmates

Fire Alarm – Zone #1 in alarm. Cleaned photocell in smoke detector within that zone

Fire Alarm - Main panel batteries have low amp hours...replaced batteries

FARM

Dairy Barn – Repaired a few broken water lines and drinking bowls

Dairy Barn – Cut out damaged section of post and sistered new section on with steel plate braces

Dairy & Pig Barns – Main panel batteries due 3-year replacement...replaced batteries

MAINT/FARM BUILDING

Emergency Exit Lights – Light over 3-bay doors will not illuminate on test...found bad transformer and circuit board...ordered new parts

COMMUNITY CORRECTIONS

Energy Efficiency Upgrade – Upgraded lighting from T12 to energy efficient T8 lighting throughout. Transition Team office is only area that has not been completed yet.

VEHICLES & EQUIPMENT

John Deere X500 Lawn Tractor – 50-hour service and transmission oil change due...completed service and oil change

Other

Fuel Bids – Need to review #2 fuel and propane bids

Used Equipment Bids – Need to review used shop equipment bids

Flood Damage Repair Bids – Received three bids ranging from \$6,400 to \$12,000. additionally, I spoke with Darlene Forst from DES Wetlands Bureau, and asked her if we would need a DES Shoreline Protection Permit for the reconstruction of our farm road. She stated that we would not based on the agricultural activity exemption outlined in RSA 483-B:3

Jail Project

The following work has been completed since the last commissioner's report:

Area A

- Prepping elevated intake work station floors for slab pour
- Masons constructed walls for all cells, offices and storage rooms along south corridor
- Fireproofing is complete throughout
- Mechanical contractor installed oil/water separator in vehicle Sallyport area
- Contractor installed glazed curtain wall in elevated area of lobby

Area B

- Connected all ductwork to heat pumps
- Insulator completed the insulation of domestic water lines, geothermal and roof drains throughout

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

- Installed window frames throughout

Area C

- All cells, rooms and sally ports are constructed on 1st and 2nd levels
- Formed and poured cap slab above max unit and mechanical room floor between Areas C and D
- Masons constructed mechanical space walls on cap slabs above segregation and 2nd level of max unit to accept steel roof
- Masons completed constructing bathroom, shower and storage room walls on 2nd level

Area D

- All cells, rooms and sally ports are constructed on 1st and 2nd levels
- Masons are in the process of constructing rec yard walls and remaining walls to accept roof beams

Area E

- All cells, rooms and sally ports are constructed on 1st level
- Masons completed mechanical space above 2nd floor cap slab so that roof can be installed
- Structural steel installed to support roof

Area F

- Mechanical & sprinkler contractors close to finishing mock up of ducting and plumbing in chases
- In process of installing electrical panels and wiring space
- Masons completed section of wall dividing Classification unit from Medium unit and glazed curtain wall that extends above this block wall was installed
- Mechanical contractor in process of plumbing unit and installing ductwork trunk lines
- Exterior walls sprayed with vapor barrier in prep of spay on insulation and siding

Area G

- Masons have completed many of the walls that define all the spaces within this area
- The fire-proofing contractor completed all fireproofing of ceilings and structural steel

Area H

- Completed most of plumbing, hanging ductwork and heat pumps throughout
- Insulators have insulated much of this pipe work
- In process of installing electrical equipment, switch gear, panels and wiring
- Completed 99% of block walls defining spaces throughout
- Kitchen contractor in process of welding hood ductwork together and prepping for hood installation

Area J

- Backfilled interior and exterior and shaped interior ramps

Site

- Installed bollards around generator housing pad
- Installed transformer on mounting pad
- Installed road base for south drive that connects to vehicle sally port and delivery entrance
- Installed road base for drive that connects nursing home parking lot with new jail entrance drive
- In process of constructing swale along above mentioned drive

Safety – Nothing new to report

Schedule – Still 3- weeks behind on schedule in some areas (particularly Areas C, D and E). Might be able to make up some of this time

Quality Assurance – Nothing new to report

Office of the Grafton County Attorney
Lara Saffo, County Attorney
May 10, 2011
Report to the Commissioners



The "Shield Our Children From Harm" 2011 Unsung Hero Awards
Veteran Administration Hospital Employees from White River Junction Vt (for donating gifts to Vermont DCF children),
Turning Points Network Advocate Heather D, and Mindy G, the Direct Service Coordinator at WISE

- (1) Case management. We continue to see an increase in the number of cases being handled by this office. More specifically, last year, from January 1, 2010 until May 10, 2010, we received 176 cases. This year, for the same time period, we received 268 cases. We continue to see an increase in the complexity of cases being presented for our review. The types of cases received included, but are not limited to, ten reports of aggravated felonious sexual assaults, an arson, six assaults, including two assaults on officers, thirty four burglaries, two cases of child pornography, bail jumping, criminal threatening, escape, failing to register as a sex offender, falsifying physical evidence, forgery, fraudulent use of a credit card, habitual offender, issuing bad checks, receiving stolen property, sale of controlled drugs, possession of controlled drugs, receiving stolen property and robbery. Handling these cases remains our primary function.

- (2) Web page: I have reviewed other prosecution based web pages, and have selected a design/framework for the Office of the Grafton County Attorney web page and hope to begin adding data shortly. I have been approached by someone who mentioned having volunteers assist us in entering the large amount of information we hope to include on the website. Our victim witness department has begun adding information onto its section of the county web page.

- (3) Case Processing Software. The bidders demonstrated their software again on April 26, 2011, as four counties had new county attorneys. The County Attorneys then finalized their review of the bids. The Selection Committee is currently recommending Karpel for the state wide software. The software, installation, training and first year of Karpel will be covered by a grant that is available to all counties in Grafton County. After that point, the County will assume the costs of maintaining the software. Currently we pay, under the IT Department budget,

\$4,838.87 for software that is not web based. In two years, when we assume the costs, the cost for Karpel will be \$5,160.00.

While this is a slight increase over the 2010 figures, it is well spent as our current software does not have a web based option. As our IT department will explain, the web based option results in further cost savings to the County. It also means the county attorneys can access files while outside of the office, and in courtrooms that have internet access. J-One is officially coming to Grafton County in July of 2011, with a training scheduled for July 11, 2011 at the Gregg Public Safety Building. The software will be J-One compatible, and I have been told the J-One project is awaiting the County Attorney's selection of software.

(4) Public Safety Initiatives

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

Law enforcement training is scheduled for the Lebanon area, at the Lebanon Police Department on May 18th, 2011. Roberta Bernier, the Executive Director of the Grafton County Senior Citizens Council is hoping to attend. We are also working on including the Supervisor for Adult Protective Services workers for the Lebanon area. Deputy County Attorney Melissa Pierce and Assistant County Attorney Mary Bleier is conducting the training.

b. Child Advocacy Center at DHMC

The Grafton and Sullivan County Child Advocacy Center at DHMC held its Shield Our Children from Harm conference on April 26, 2011. The topic was "Broken Babies: Diagnosis, Response and Prevention." At this conference, the Grafton County recipient of the "Shield Our Children from Harm" Unsung Hero Award was announced. This year's award winner was Mindy G, the direct service coordinator at WISE for more than 6 years. Prior to that she worked in this community as a child therapist at the Counseling Center of Lebanon. As the Director of the Grafton and Sullivan County CAC explained:

[Mindy G] works countless hours and gives of her whole self to make sure that victims of domestic and sexual violence always have a place to turn, no matter how difficult their situation. When help is needed or there is work to be done, Mindy's can-do attitude is an inspiration to all who know her. She combines skill and common sense with a great sense of humor and a big heart. Through her patience and caring demeanor she has an ability to put those around her at ease and encourages individuals to look at things from many different perspectives. Mindy is always thoughtful of others needs and models this to everyone that she works for and with. She reminds us, in her gentle, non-judgmental, typically Mindy fashion, never to forget that empathy and compassion are the most important qualities we bring to the work we do. As a member of the multi-disciplinary team at the CAC, she has an uncanny ability to forge relationships across disciplines no

matter how difficult the challenge. Through this trust developed and relationships formed, she is able to break down barriers between agencies and families. Both team members and families respect her knowledge, input and advice in helping the child and family begin on the road towards healing. Mindy also works with many different disciplines out in the community, in the courts and many agencies. Where ever you go and WISE is mentioned, we always here people sharing what a wonderful individual Mindy is, how great she is to work with. Families tell us how she truly believed in them, advocated for them and helped them to move forward. As professionals and individuals we can only strive to be as kind, helpful, compassionate and dedicated as Mindy.

c. Plymouth Area Sexual Assault Resource Team

On April 16, 2011 the Plymouth State University Police and the S.A.G.E. Center held its annual "Walk-A-Mile in Her Shoes" with the proceeds going to the Plymouth Area Sexual Assault Resource Team & Voices Against Violence. The group finalized its brochures for the public, copies of which are attached.

d. Grafton County Drug Court Sentencing Program

As you know, our graduation was held on Monday, May 9, 2011. We have currently offered eight individuals the opportunity to enter into this program, and the offers are under review by the defendant and their attorneys. One person has accepted entrance, and will enter into the program this month. We hope to hear from the others shortly. Two other individuals have been identified as potential applicants from the last grand jury. As soon as they are assigned counsel, we will make the offer.

e. Grafton County Mental Health Court

If you would like, I can forwarding the draft program documents that show the progress of our mental health court program. We are finalizing details, and will be submitting our implementation plan this week. We will be attending the statewide conference on May 20th, 2011 at Webster Place.

f. Lethality Assessment

Lethality Assessment training occurred at the Haverhill Police Department, in conjunction with The Support Center at Burch House. We now move to ensuring that all the police departments in the southern part of the county have access to this training.

g. Prosecutor training

The Bureau of Justice Administration (BJA's) National Training and Technical Assistance Center sponsors free webinars the second Tuesday

of each month (known as the BJA's Second Tuesdays at 2:00 Webinar Series) the next one, May 10th, is "Dealing with Gang Members."

h. Misc

The United States District Court announced surplus items that other governmental agencies could benefit from. When our office administrator was in the building for a meeting with the Attorney General's Office, she previewed the items. She procured an easel, that was needed for the courtroom, as well as a laptop. This is of great benefit as we needed one that could be used in the courtroom. The IT Department has identified other surplus items that would be of assistance to the county, and we are working on procuring the items.

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