

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
February 21, 2023

PRESENT: Commissioners Piper, Ahern and McLeod, County Administrator Libby and Administrative Assistant Norcross

OTHERS: Sheriff Stiegler, Heather Bryant – UNH Extension, DoC Superintendent Elliott

Commissioner Piper called the meeting to order at 9:00AM.

Sheriff Stiegler arrived and gave the following report (* see attached)

1. Training – Sheriff Stiegler stated that he was able to send one (1) full time deputy and one (1) part time deputy to the Crisis Intervention Training at the DoC. He noted that he wants all of his deputies to receive the training but due to staffing and the length of the training, he is only able to send a couple deputies at a time.
2. Sheriff Stiegler reported that he was able to purchase two (2) holdover 2022 cruisers at a lesser price and they should be arriving soon. He noted that the Axon body cameras are 75% built out with the deputies and he is waiting for the in-car cameras to arrive.
3. State Accreditation – Sheriff Stiegler explained that this is not National Accreditation, which is more expensive, but he stated that this will likely become mandatory and managing this is going to be a challenge, as he does not have the labor. He wants to have these trainings and accreditations, but it comes down to staffing and not having the labor to do these successfully. He explained that the State had done away with the accreditation as a cost saving measure. There are larger incidents taking place throughout the country and he does not believe the accreditation will be going away this time as people are asking agencies to prove their policies or prove that all officers in a department have been trained on all of the policies. He noted that there are 111 different policies, and it is a process to train on every one but it enables officers to prove their standards and enhances their knowledge. Sheriff Stiegler stated that he does not have the personnel to implement this successfully.
4. Records Management System – Sheriff Stiegler reported that their CSI system continues to be a struggle. There have recently been minor solutions that have been adopted.
5. Sheriff Stiegler requested a nonpublic session.

MOTION: *9:21 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a). Commissioner McLeod seconded the motion. This motion requires a roll call vote.

Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

Commissioner Piper declared the meeting back in public session.

MOTION: *9:35 AM Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes

Heather Bryant – UNH Extension

H. Bryant stated that UNH Extension is working to put together a sweet potato trial, simultaneously, with locations in Durham, Maine and the Grafton County Complex if the Commissioners were to approve it. She explained that it would take place across the street near the green house. She stated that, unlike the projects she typically does in the tunnel, the farm would need to help with plowing the field and laying the plastic and Interim Farm Manager White has agreed to help. She stated that she would plant twelve (12) varieties of sweet potatoes and monitor them for yield and quality, then report back to farmers who like to plant sweet potatoes on what varieties are best suited for the North Country. H. Bryant answered questions from the Commissioners.

MOTION: Commissioner Ahern moved to support the sweet potato trial at the location outlined by H. Bryant. Commissioner McLeod seconded the motion and all were in favor.

DoC Superintendent Elliott arrived and gave the following report (* see attached)

Coos Female Inmate Services – Supt. Elliott stated that he has been talking to the Coos County Superintendent and they are looking to renegotiate the daily cost of the Coos County female inmates. The current cost is \$50/day and they have agreed that \$60/day is fair. Supt. Elliott stated that the Coos County Supt. is going to speak with his Commissioners regarding the increase if the Grafton County Commissioners agree to do so and it would take effect April 1st. Commissioner Ahern stated that \$60 a day does not cover the cost of these inmates. Supt. Elliott explained that Grafton County has been taking Coos County female inmates since 1992. These inmates work in the kitchen, they go out on Electronic Monitoring, they contribute to FIRRM, and they are completely integrated to Grafton County. They are contributing to the revenue stream as well. Commissioner Piper noted that in the past Supt Elliott has stated that it is revenue that the County would not otherwise have and there would then be empty beds. The Commissioners discussed the Memorandum of Understanding between Coos County and Grafton County and if it should be updated. Commissioner McLeod stated that it is not a bad idea to put recent signatures on the MOU. Supt. Elliott stated that it is not Grafton County’s MOU but he will ask the Coos County Supt. about it.

MOTION: Commissioner Ahern moved to authorize the increase for daily rate for Coos County female inmates to \$60/day at the Department of Corrections. Commissioner McLeod seconded the motion and all were in favor.

Supt. Elliott requested to go into nonpublic session.

MOTION: *10:01 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a). Commissioner McLeod seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

Commissioner Piper declared the meeting back in public session.

MOTION: *10:12 AM Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes

Commissioner Ahern thanked Supt. Elliott and his staff for all of the outstanding work they have done given the circumstances of the last few years.

Agenda Items:

1. The Commissioners signed check register 1109.
2. January Financial Reports – CA Libby reported that the County is \$3.3 million ahead in cash from where the County was at this point last year, noting that the increased interest rates have helped that significantly.

Variance Report

Revenue

- CA Libby noted that on the revenue, the Circuit Court looks like it is \$76,000 behind. The County has contracts with two (2) different agencies, and they just received the full \$140,000 payment from Upper Valley Prosecutorial Association in February, which is not shown in this report.

- CA Libby stated that the County received the second bed tax payment this past week. Through six (6) months, the County is at \$800,053.00, which is up from what was budgeted.

Prorated Report

CA Libby stated that the County is showing under revenue by \$675,000 and under expended by \$2.2 million, leaving them \$10 million in the unassigned fund balance.

Over Expenditure Report

- CA Libby stated that the majority of the over expended accounts are Nursing Home Covid Expense accounts. She stated that other than the contract nursing line there is nothing of concern at this point.

3. Employee Council – CA Libby stated that she would like the Employee Council to come in the 1st or 2nd week in March to start the budget conversations with the Commissioners.

4. Congressionally Directed Spending – CA Libby reported that Senator Shaheen’s office is accepting applications for CDS. She stated that Nursing Home Administrator Labore and she have an idea for an application on a project he has wanted to do at the Nursing Home and he will meet with the Commissioners next week to discuss it.

5. CA Libby stated that the GOFERR – County Emergency Equipment Funding application is open and closes on February 28th. GOFERR has allocated up to \$350,000 for each county to apply for. CA Libby explained that the applications have to be tied to COVID and most of the items that have been tied to Covid through the County have been paid for already. She stated that she has come up with \$140,000 to apply for. She stated that Sheriff Stiegler has put in for three (3) cruisers and did a great job at writing up the rational for the application.

6. CA Libby stated that the Commissioners had requested that she reach out to Councilor Warmington to inform her of the issues the County is having with the State of New Hampshire in regards to the Courthouse. The state has continuously stated that the Grafton County Courthouse is not on their priority list and will not make any commitment in regards to the courts future plans in Grafton County. CA Libby stated that she has emailed Councilor Warmington to see if she can help in anyway and has not heard back from her as of yet, she will keep the Commissioners updated.

7. CA Libby requested to go into nonpublic session.

MOTION: *10:41 AM Commissioner Ahern moved to enter into non-public session for the matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of

motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

Commissioner Piper declared the meeting back in public session.

MOTION: *10:43 AM Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes

8. Commissioner Piper stated that the Commissioners received the final rule for ARPA funding as well as the applications that Hillsborough, Cheshire and Merrimack Counties have created for their ARPA funding allocations. She asked if the Commissioners could start by talking about how they would like to see the money spent. Commissioner Ahern believes that the County needs to provide to municipalities with funding, as they did not receive much from ARPA.

CA Libby stated that she would advocate that if the Commissioners were to award ARPA funds to municipalities, they divide the amount to be given out by the three (3) Commissioner districts then divide it out amongst the communities within their districts.

Commissioner Piper noted that Cheshire County provided funding opportunities to small businesses as they have been directly affected by COVID and have struggled. She stated that the County has the opportunity to use these funds for Grafton County Residents, and she wants to be careful in the way they use it. She likes the idea of providing it to businesses and nonprofits and putting it right into their hands rather than struggling to team up with another agency to allocate the funds. She is less inclined to creating a vision than she is to go with what other counties have done, such as dividing it out among Commissioner Districts to give to municipalities or providing money to nonprofits.

CA Libby stated that the Commissioners could identify the areas that they want to focus on, set a dollar amount for those areas and allowing whatever the focus group is, to tell the County how they can make use of the funding to support their targeted areas. She stated that she would recommend that the Executive Committee approve the process that the Commissioners set and then the Commissioners approve the individual applications.

The Commissioners further discussed the areas they felt should be prioritized and agreed to allocate \$2 million of County ARPA funding to three (3) focus areas; small businesses, nonprofits and municipalities. They then had a discussion on how much of the \$2 million they would allot to each of those focus areas. CA Libby stated that she would work on some drafts to send to the Commissioners and they would be able to further discuss at their next meeting.

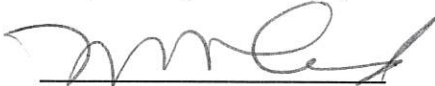
Commissioner Issues:

1. Commissioner McLeod reported that CCI is receiving \$40 million in state funding for broadband and it looks like broadband would be built out in six (6) Grafton County towns.
2. Commissioner Piper asked if everyone had a chance to read the minutes from the February 14th meeting. Commissioner Piper and Commissioner Ahern had a few edits.

MOTION: Commissioner Ahern moved to approve the minutes as amended.
Commissioner McLeod seconded the motion and all were in favor.

12:18 PM with no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk



Grafton County Sheriff's Department Operations Division

Monthly Report

January 2023

Statistics

-Transport:

- Court Transports: 7 Prisoner Transports: 35
- CSO movements from jail to court: 16
- Juvenile Transports: 1
- Involuntary Emergency Admissions (IEA): 9

-Arrest:

-Arrest on warrant, Superior or Civil Warrant, Instate Warrant, EBW, GCSO cases and on view arrest(complaint generated by this agency)

Total Arrest: 34

-Civil:

(CSI inforsew cannot differentiate types of civil service, In Hand, Abode or Non Est)

Total Monthly Civil Service: 148

-Warrants:

-Total # of Active Warrants:	Criminal= 406
	<u>Civil =16</u>
	Total <u>422</u>

-Motor Vehicle Activity

-Motor Vehicle Stops: 15

-Fleet Mileage

- Total Miles Driven: 22,714

Grafton County Sheriff's Department Investigative Services Division Activity



January 2023

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Units had the following activity for the month of January 2023. The Criminal Division continues to learn and often struggle with the new records management system (CSI).

Narcotic Offenses	2
Possession of Child Sexual Abuse Images:	1
Other Sex Offenses	1
Assault(s)	2
Assist Other Agencies	5
Technical Assists	5
ICAC Search Warrant Operation(s)	2
Plea and Sentence for Possession / Distribution of Child Sexual Abuse Images	2

Evidence or Property obtained to include electronics or storage medium for review, examination, delivered or taken into the Computer Forensic Unit (CFU).

Audio / Video	10
Communication Devices (Cell Phone):	9
Computer Hardware / Software	3
Electronic Equipment:	2
Drugs:	1

Training: 2 Investigators Trained in a Wellness / Mental Health Seminar
1 Investigator Complete statutory 3-2's (Training on Implicit Bias / Ethics / De-Escalation)
1 Investigator Recertification in Forensic Tool



February 21, 2023

Commissioners Report

Population: In House: 54 F Unit: 15
 E Unit: 12
 D Unit: 12
 C Unit: 11
 Intake: 4

Out of Facility: 20

Total population: 74

Intakes since 7/1/22: 687 Male: 435 Female: 252

Community Corrections Report:

- a) Electronic Monitoring: 1
- b) Daily Work Release: 0
- c) Pre-Trial Services: 15

Operation Impact: Since January 24th Corporal Balch has done the following presentations:

Woodsville HS anatomy of a DWI
Promotion at Lebanon HS and Lebanon MS and Hanover HS
Lebanon MS a day in the life of an Inmate, Vaping and Internet safety
Lebanon MS a day in the life of an Inmate, Vaping and Internet safety
Internet safety at Newfound MS

Cpl. Balch has also been working in the Jail periodically.

Community Work Detail:

Sergeant Griffin has been assisting the farm and covering jail shifts.

Transports: For the month of January staff conducted 7 transports.

- 0 transport to a treatment facility.
- 3 medical transports for inmate medical needs/doctor's appointments.
- 4 courtesy rides home for inmates being released that could not find a ride for themselves.

FIRRM Program

1 current participants

Level 1 –

Level 2 –

Level 3 - 1

Programs Department Report:

For the month of January, the Programs Department provided various services to 22 different inmates for approximately 420 hours. These services include SUD groups, individual counseling and HISET. The majority of these hours came from the following services broken down below.

Individual Counseling: 3 total hours

Female – 1 hour

Male – 2 hours

SUD Treatment Groups: 412 total hours

Female – 130 hours

Male – 282 hours

Mental Health Report: For the month of January there were four psychiatric clinic days with a total of 50 patient encounters.

General:

Coos female inmate services

Non Public session pursuant to 91-A:3 II (a)

Are there any Commissioner concerns?