

GRAFTON COUNTY COMMISSIONERS' MEETING  
Administration Building  
North Haverhill, NH 03774  
February 22<sup>nd</sup> 2022

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

OTHERS PRESENT: Register Monahan, Ed Wargo – SNS, DoC Supt. Elliott, Alternative  
Sentencing Director DePalo.

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

### **Register of Deeds – Register Monahan**

Register Monahan brought three (3) plan books to show the Commissioners what books she is  
looking to have repackaged and repaired. She explained that this is a master plan project because  
it is about storage. With the talk of a new Courthouse and the former County Administrator's  
departure, she felt as though some of the conversations that they had about possibly putting the  
Register of Deeds in the Courthouse expansion, due to not having a vault and the fluctuations in  
humidity, had stopped. She stated that there are 94 plan books, and there is an estimate of  
\$500,000, which is the cost to repair and repackage. These books are all mixed mediums and are  
off gassing different situations in the same book and they are losing ink. Register Monahan had  
given the Commissioners a report from Carolyn Friesa of Works on Paper, explaining what she  
would be looking to do with these books. She noted that Carroll County approved this as a  
bonded project last year. She went on to state that she is unsure if she wants to use ARPA funds  
for this project as the rest of the infrastructure projects are important as well. She stated that they  
have an obligation to protect these records and she would like the Commissioners to consider  
this as part of the courthouse project as they move forward. Register Monahan answered  
questions from the Commissioners. The Commissioners thanked Register Monahan and were all  
in agreement that these records are very important and it is something to discuss further.

### **Ed Wargo – SNS**

Security Upgrade – E. Wargo reported that next week they would be installing new racks for the  
new equipment. The maintenance department has run new electrical to handle the new  
equipment. He noted that the new servers would not be in until May.

E. Wargo stated that they are still waiting on the new domain name for the new email through  
Office 365. The rest of the Office 365 items are ready to go once they receive the domain name.

He answered various questions from the Commissioners.

Commissioner Piper thanked E. Wargo for working with CA Libby so closely and providing  
support for her.

**Supt. Elliott arrived and gave the following report: (\* see attached)**

Body Scanner Installation Update – Supt. Elliott reported that the scanner was delivered and installed. He explained that the DoC are currently in the process of getting certifications and licenses from the state because it does emit a small amount of radiation. This person is coming back March 2<sup>nd</sup> and they hope to have it ready to use soon.

Comtech/Jail Infrastructure Update – Supt. Elliott reported that a tech from Comtech did a walk through to see what he would need to bring when they come to do the installation and ensure that everything will go smoothly. The tech will get back to them this week with a date that they will be out to start the installation.

Commissioner Ahern stated that he is concerned about the big screen TVs in the units. He asked who pays for them and if there is any monitoring of what is watched. Supt. Elliott explained that the inmates' commissary pays for the TVs and cable. The inmates only watch what is on basic cable.

**Agenda Items:**

Mask Mandate – Commissioner Piper stated that she had asked CA Libby if she would put this on the agenda because they are getting good news from NHA Labore regarding a decrease Covid cases and there have also not been new cases at the DoC. She stated that she feels it is time to revisit the policy. At this point, it seems the policy is no longer needed. Cases have fallen dramatically in NH and she recommends that they make masks optional. CA Libby stated that HR Director Clough was going to speak with the Commissioners at her regular meeting next week to discuss revisiting the mask mandate.

**MOTION:** Commissioner Lauer moved to drop the mask mandate for employees other than the nursing home and Department of Corrections and make it optional based on the Department Head. Commissioner Ahern seconded the motion and all were in favor.

1. Commissioner Piper asked if everyone had a chance to read the minutes from February 15<sup>th</sup>. Commissioner Lauer had a couple of grammatical edits.

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

2. The Commissioners signed check registers 1123 and 1127.

3. Commissioner Piper signed CDBG Drawdown Requests for Midstate Health Daycare and three (3) for the Lakes Region Planning Commission admin fees.

**AS Director DePalo arrived and gave the following report: (\* see attached)**

AS Director DePalo reported that her department is seeing very undereducated kids right now because of the pandemic. Statistically children are behind two (2) years because of Covid, emotionally and educationally. They are seeing immaturity and lack of appropriate interactions that they would learn in school and the community. She stated that they would continue to see these trickle-down issues from wearing masks and not going to school for a number of years.

AS Director informed the Commissioners of a potential Vermont Law to increase the juvenile age to 25 with their reasoning, being the prefrontal cortex is not fully developed until 25 and therefore they cannot make appropriate decisions as adults until that age. If Vermont passes this law there could be people that come into Grafton County and commit crimes that would be looked at as a juvenile in Vermont but they would be considered an adult in New Hampshire. She stated that she does not know what that overlap will look like. She further discussed this issue with the Commissioners and stated that she would keep them informed as she learns more.

### **Agenda Items:**

1. Certificate of Authority – BDAS Grant – CA Libby stated that the County has a \$225,000 grant with the Bureau of Drug and Alcohol Services. She explained that it used to be a fee for service grant; it is now a reimbursement for expenses grant. They have made a 3<sup>rd</sup> revision to the contract and she needs another certificate of authority.

**MOTION:** Commissioner Lauer moved to give Julie Libby authority to enter into agreement with the State of New Hampshire for the BDAS grant. Commissioner Ahern seconded the motion and all were in favor.

2. Superior Court Lease Renewal – CA Libby stated that she sent Sarah Lineberry the term of two (2) years with the option to extend a 3<sup>rd</sup> at 2.5% increase per year. She stated that S. Lineberry agreed with the term but countered with 2%. The Commissioners discussed the counter and agreed with 2%.

3. Review Financial Statements:

### **Monthly Variance Report**

#### *Revenue*

- CA Libby reported that the Nursing Home is showing above revenue by almost \$1 million due to \$876,000 in Covid money. She stated that if she were to remove that figure the Nursing Home is still above revenue by \$102,000. She noted that the Medicaid reimbursement rate is \$31.69 more than what they budgeted which is also helping with the revenue.
- She reported that last week the County received the first of the Enhanced FMAP payments. They received \$550,000 for the first six (6) months. She stated that there will be either two (2) more payments for the last two (2) quarters or one (1) payment for the second half.

- The DoC is behind in revenue due to the lower inmate population. Supt. Elliott had also budgeted \$31,500 for housing federal inmates and they have not had any.

### *Expenses*

- CA Libby stated that a couple of departments are showing over expended.
- Bonded Debt – CA Libby reported that all payments are made with the exception of one (1) small interest payment in March.

### Prorated Report

- CA Libby reported that the County is 58.33% through the fiscal year. They are over revenue by \$1.1 million and under expended by \$2.1 million with an unassigned fund balance of \$8.7 million.

She noted that there are a few over expended accounts but nothing of significance.

**MOTION:** \* 10:44 AM Commissioner Ahern moved to enter into non-public session for the purposes of matters which the hiring of any person as a public employee according to RSA 91-A: 3, II (b) Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 10:50 AM Commissioner Piper declared the meeting back in public session.

**MOTION:** Commissioner Lauer 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 Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Lauer “yes” Commissioner Ahern “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

**MOTION:** Commissioner Lauer moved to appoint Julie Libby as County Administrator and to initiate a Finance Director search as of July 1<sup>st</sup> when the current budget preparation is over. Commissioner Ahern seconded the motion and all were in favor.

### **Commissioner Issues:**

1. Annual Conference – Commissioner Piper stated that Ross Cunningham went to the Officers meeting and informed them that everything is looking good for the NHAC Conference. He reported that the Sheraton is in the process of being switched to a Marriott and the Marriott does not agree on the extended deadline to cancel that the Sheraton had agreed on with the NHAC but the NHAC can work on those details with them.

2. Commissioner Piper attended the NACo Conference via Zoom. She attended the General Session, Community Workforce and Development Committee, Board of Directors meeting. She gave a report on those sessions to the Commissioners.

3. Commissioner Lauer attended the Regional Broadband meeting in Haverhill. They spoke about the basics of broadband, where they are with the middle mile and the last mile. Katelyn Robinson from NCIC gave out a handout on potential funding sources that municipalities can go too. She stated that an issue that was brought up was the fact that all of these small towns would be competing for the same grants.

4. Commissioner Ahern stated that tonight at the Wentworth Selectboard meeting there would be a representative from the NH Electric Co-op to discuss the co-op's broadband program for the Town of Wentworth.

5. Commissioner Ahern reported that he had a request from a food pantry in Tilton for some potatoes. He stated that the Elks Club is having a community fundraiser as well and have requested potatoes.

11:11 AM With no further business, the meeting adjourned.

Respectfully Submitted,



Omer C. Ahern Jr., Clerk



**d) Operation Impact:**

Along with the following presentations, Sgt. Harness did community corrections residence checks.

- 1/25- Presentation of Self Esteem, 6 Pillars of Character, Bullying to Monroe School
- 1/26- Presentation of Learn about Character and Bullying to Monroe School
- 1/28- Presentation of Stranger Danger X 3 and Stop Cyber Bullying to Monroe School
- 2/2- Presentation of Juul X 4 to Whitefield School
- 2/3- Presentation of Opioid's X 2 to North Country Charter Academy Littleton
- 2/7- Presentation of Cyber Safety X 2 and Juul to Newfound Middle School
- 2/8- Presentation of Cyber Safety X 2 and Juul to Newfound Middle School
- 2/9- Presentation of Natural High X 4 to Whitefield School
- 2/11- Presentation of It's Your Choice to Lisbon Regional School
- 2/14- Presentation of Learn about Character X 2 and It's Your Choice to Lisbon Regional School

**e) Community Work Detail:**

Sergeant Griffin has been assisting on the farm, covering jail shifts and doing residence checks with the community corrections team.

**f) Transports:** For the month of January staff conducted 9 transports.

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

**FIRRM Program**

5 current participants

Level 1 – 3

Level 2 – 2

Level 3 - 0

## **Programs Department Report:**

For the month of January, the Programs Department provided various services to 15 different inmates for approximately 235 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: 24 total hours

Female – 8 hours

Male – 16 hours

SUD Treatment Groups: 203 total hours

Female – 60 hours

Male – 143 hours

**Mental Health Report:** For the month of January there were three psychiatric clinic days with a total of 25 patient encounters.

### **General:**

Body scanner installation update

Comtech /Jail infrastructure update

Are there any Commissioner concerns?



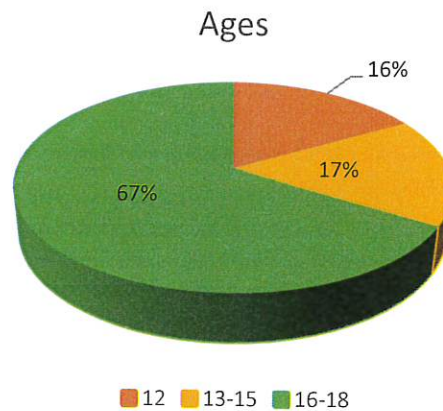
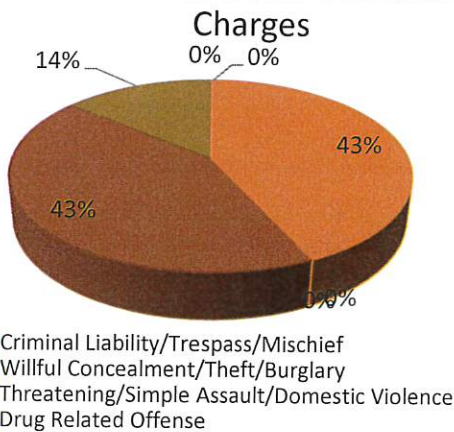
# Alternative Sentencing Commissioners Report January 2022

**Director's Report:** The Director continues to support the County meeting with stakeholders and community partners. In January the Director participated in the monthly CIT (Crisis Intervention Training) for local and state first responders/Law enforcement. This training focuses on Diversion across the state and how those being trained can utilize the programs as well as the components.

## Juvenile Restorative Justice

*Grafton County Juvenile Restorative Justice Program is to promote community-based alternatives to the formal court process that; promote positive youth development, safer communities, integrates restorative justice practices, intervenes at the earliest possible opportunity and promotes reduction in juvenile crime and recidivism*

Program	Active Participants	New Participants	Completed	Cases Returned
CADY				
VCD				
GCJRJ	4	0	0	1
COOS	2	0	0	0
<b>TOTALS</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>1</b>



This month we had 2 opening panels with our panel members and the Director had multiple meetings with juveniles and their families to maintain progression with the program.

With the changes from SB94 there may be an increase in referrals from both counties due to juveniles having multiple attempts at the program. We will continue to monitor the needs of the program and funding throughout the first year in order to report back to the Network of any financial needs or changes within the bill.

## Adult Diversion & Program

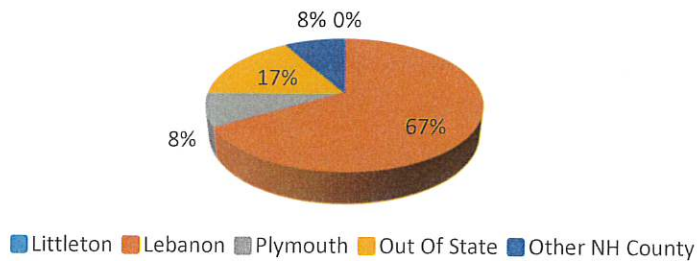
*Grafton County Adult Diversion Program is to hold an eligible offender accountable while providing the resources, skills, and education to reduce the risk of committing crimes in the future. This program is an alternative to prosecution and offers a defendant a chance to avoid criminal conviction and other punitive sanctions including fines,*

# Alternative Sentencing Commissioners Report January 2022

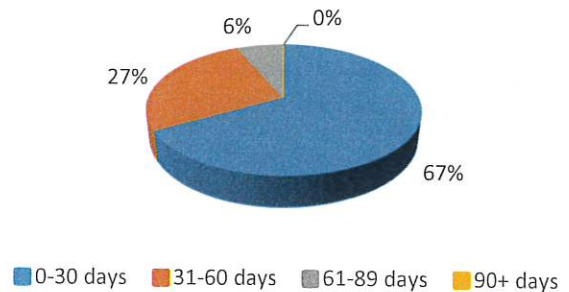
*probation and incarceration.*

Program	Active Participants	New Participants	Graduated	Fees	Prospective Participants
Felony	5	0	4	\$405	7
Misdemeanor	2	4	0	\$300	1

Geographics



Plea to Acceptance



Amount



This month we had our first graduation of 2022. Commissioners Piper and Ahern were present. We had four graduates who each read their completion essays. These essays combine their experience in the program and how they will continue to focus on engaging as productive members of society.

We continue to see an increase in mental health issues as well as substance abuse issues among participants which has resulted in increased inpatient needs. Granite Recovery Homes has been accommodating and able to get our clients in quickly and their programming is extensive. We continue to wait for Friendship House to open their doors and begin taking on clients.

## C.A.R.E & C.A.R.E+

# Alternative Sentencing Commissioners Report January 2022

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*The Grafton County C.A.R.E+ Program designed to support individuals who have been convicted and are under supervision to connect to services and stay active in a therapeutic environment. C.A.R.E+ stands for Community, Assessment, Re-Entry and Education + Supervision, the focus of this program is to assist individuals in giving back to their community while creating a successful foundation and becoming a productive member of society.*

Program	Current	New	Completed	Program Fees	Prospective
C.A.R.E	2	1	0	\$0	0
C.A.R.E+	5	0	0	\$0	1

Staff have been able to support many LADC referrals for Probation and Parole which ultimately supports our community. As we see a decrease in services throughout the community it has become more evident that these services are important and needed within the county.

We are seeing more sentences which include completion of C.A.R.E+. This is fantastic and a great support to the Probation & Parole Officers in our County. Currently we are short two probation & parole officers so the added supervision and support has been appreciated. We are continuing conversations with the CAO to see how we can increase these sentences as well as working with Probation & Parole to identify potential clients as the needs arise.

## Mental Health Court

*Grafton County Mental Health Court seeks to provide an effective and meaningful alternative to the traditional criminal justice system for individuals with a mental health illness. Our goal is to promote prompt intervention, education, treatment and recovery in order to improve the quality of the individual's life, reduce recidivism and improve community safety*

Location	Active Participants	New Participants	Veteran Participants	Prospective Participants	Completed
ASSERT Littleton	8	1	3	3	1
HOH Lebanon	6	1	0	2	1
PMHC Plymouth	4	0	0	2	1
<b>TOTALS</b>	<b>18</b>	<b>2</b>	<b>3</b>	<b>7</b>	<b>3</b>

The AS Director has been spending more time participating in court days within the circuit courts to aide in identifying diversion appropriate cases. This has allowed for more supports in regards to Mental Health and education to sitting judges around programs afforded to the individuals they see. As well as focusing time to update policies through mental health court and procedures.

Our data/records show Grafton County NEEDS a Felony Mental Health Court. Previously the Superior Courts have refused a meeting to discuss the potential, siting there is not enough court time. We have identified that the court time/needs from the Judge are far less that the Drug Treatment Court Needs. Director is pending a meeting with Superior Court Clerk.

# Alternative Sentencing Commissioners Report January 2022

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## Budget Report

Please note due to late billing, November insurance has not been received. This amount will be reflected in January once payment has been processed.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Oct	Nov	Dec
JRJ	---											
AD	\$705											
MISSE D	---											
LATE	---											
+ UA's	---											
MRT	---											
CARE	---											
MISSE D	---											
+ UA's	---											
INS	636.96											
BDAS	\$1445.04											
<b>Totals</b>	<b>2787.00</b>											