

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
March 28, 2023

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

OTHERS: Ed Wargo – SNS, Doc Supt. Elliott, Maintenance Supt. Oakes, Alternative Sentencing Director Mitchell, County Attorney Hornick

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

Commissioner Ahern participated electronically according to RSA 91-A: 2 with the reason being he was unable to attend the meeting in person. Electronic participation was at his request. It was noted that all votes must be taken by a roll call.

Ed Wargo – SNS arrived via Teams and gave the following update:

E. Wargo reported that a large network upgrade task took place last week. The wireless access points in all buildings except the administration building have been replaced. He stated that they have scheduled time on March 30th to move the Nursing Home over to the new switches and there is minimal impact expected. He noted that the fiber ring across the campus currently has one link to all switches. SNS will be working to add a second fiber for redundancy to all switches in the coming weeks.

Supt. Elliott arrived with the following report and bid waiver requests (* see attached report).

Bid Waiver Requests

1. Body Cameras – Supt. Elliott stated that he is looking to waive the bidding process and purchase four (4) body cameras through Axon Enterprises for \$5,660.00. He explained that this would provide more security for officers and less liability for all involved being able to record transports and home checks for electronic monitoring inmates. He noted that Axon was the only company that was all-inclusive for body cameras, software and Taser cameras. These will be paid for through ARPA.

MOTION: Commissioner McLeod moved to the waive bid process and approve the bid of Axon Enterprises in the amount of \$5,600.00 for four (4) body cameras and the associated hardware to be funded through ARPA funds. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

2. Floor Scrubber – Supt. Elliott explained that their current floor scrubber is twelve (12) years old and is mechanically unsound and unreliable. Supt. Elliott stated that he received a second quote for this purchase and it was more expensive and therefore he is requesting the Commissioners accept the bid from Polished Concrete Solutions for \$6,905.55. He noted that the County would be pursuing GOFERR funds when they become available for this purchase. CA Libby added that there is a 10% match requirement with GOFERR funds that will come out of Supt. Elliott’s budget.

MOTION: Commissioner McLeod moved to approve the bid of Polished Concrete Solutions for \$6,905.00 for a new floor scrubber to be funded through GOFERR funds. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

3. Radios – Supt. Elliott stated that he is requesting the Commissioners waive the bid for Ossipee Mountain Electronics for \$6,908.75 and approve the bid from Two-Way Radio for \$33,122.50 for a total of \$40, 031.25. He stated that this would be replacing all radios within the facility that are twelve years old. He explained that the specific five (5) radios from Ossipee Mountain Electronics are what the DoC currently has and utilize the software/hardware associated with the programming that allows officers outside the facility to communicate statewide. Commissioner Ahern asked what would happen to the old radios. Supt. Elliott stated that he does not have an answer to that yet but noted that they would not be throwing them away. These will be paid for through ARPA.

MOTION: Commissioner McLeod moved to waive the bid process for Ossipee Mountain Electronics and accept the amount of \$6,908.75, in addition accept the bid from Two Way Radio Gear Inc. for \$33,122.5 for a total of \$40, 031.25 to be paid through ARPA funds. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

4. Tasers – Supt. Elliott explained that he is looking to purchase four (4) Tasers and noted that the current Tasers are out of date and not able to be repaired due to unavailable parts. The total cost from Axon Enterprises for four (4) Tasers is \$12,929.74. These Tasers support the safety of their staff when conducting transports and residence checks by allowing them an up-to-date tool in the force continuum. These will be paid for through ARPA.

MOTION: Commissioner McLeod moved to waive the bidding process and approve the bid of Axon Enterprises for \$12,929.74 for four (4) Tasers and the associated hardware to be funded through ARPA. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

Supt. Elliott then gave the attached report.

Budget Line Revision Request – Supt. Elliott explained that the DoC has always had two (2) distinct budget lines: one (1) for uncertified offers and one (1) for certified officers, noting that it is a .97cent difference between the two (2) lines. He would like to remove the uncertified officer line and combine the two (2) lines together. He stated that he has met with HR Director Clough, CA Libby and the senior officers at the DoC and they are all in favor of this change. If he could put it all in one line, it would benefit them in the long-term seeing uncertified officers starting at \$20.36 rather than \$19. The Commissioners discussed it and supported Supt. Elliott’s request.

MOTION: Commissioner McLeod moved to approve the request to incorporate the Uncertified Officer line into the Certified Officer line effective April 9th. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

Roll call.

Commissioner Ahern stated that taking into account Supt. Elliott’s inmates that are out of facility and the capacity of the facility, he asked if there is a way that they could increase some type of income from the use of our correctional facility. Supt. Elliott stated that he believes they have taken steps forward with the PREA certification and he noted that the County had previously looked into Vermont inmates but there were too many requirements that they were unable to meet. Supt. Elliott reported that they have twenty (20) more inmates than at this time last year and they are trending upwards. Commissioner Ahern stated that there is a lot of space in the facility that is not being used and he noted that sometimes rules and regulations could appropriately be modified. He asked Supt. Elliott if there was any way the County could provide temporary housing for the homeless. He noted that he knows that Supt. Elliott has his concerns about mixing populations. Supt. Elliott stated that every unit in the facility is being utilized. No unit is closed. He explained that having those units and separating populations is needed or it would open the County up to litigation. Supt. Elliott also noted that it is illegal for him to put anyone into his facility that has not been arrested and charged with a crime. If the Commissioners start collapsing and combing populations, they will open the County as a whole up to ligation and lawsuits.

Nicole Mitchell arrived and gave the following report (* see attached)

AS Director Mitchell answered questions from the Commissioners.

Supt. Oakes arrived

Supt. Oakes stated that he would advocate against the decision the Commissioners’ made on the trash and recycling bids last week in his absence. He explained that he feels there are things that could open the county up to litigation. Pete’s Rubbish will cost the taxpayers up to \$10,047.06 more over the three (3) years of the contract. He reviewed the attached spreadsheet outlining the costs and noted that neither entity has been made aware of last week’s decision as of yet. Supt.

Oakes stated that the County has used both Pete's Rubbish and Casella, as they are the only two companies that bid on the services.

Supt. Oakes also explained that Casella has a mechanism that separates the waste and recycling where Pete's Rubbish had previously stopped separating the recycling and trash and combining the two due to costs. He does not know if this is still the current practice. Casella also allows the County to combine recyclable materials. They then have a plant that sorts them and Pete's does not have that. Commissioner McLeod stated that Casella is not a local company; it has a local branch in Bethlehem. She explained that the money that the County pays to Pete's Rubbish goes into the local economy, whereas the money to Casella goes to a corporate business.

MOTION: *10:15 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 the applicant according to RSA 91-A: 3, II (c). 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.

*11:05 AM Commissioner Piper declared the meeting back in public session.

MOTION: 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

Supt. Oakes stated that the Commissioners and the Executive Committee approved \$105,000 for a boom lift. He explained the situation he is now in, stating that there are very few that fit the criteria that he is looking for. He is looking for a lift that has under 2000 hours. He stated that he has found one in New York and he is looking for permission to make that purchase if it were to meet the requirements he is looking for and not have to come back to the Commissioners for approval after looking at it. He would like the Commissioners to waive the bidding process and to allow him to make a purchase for up to \$105,000.

MOTION: Commissioner McLeod moved to waive the bidding process for the boom lift and authorize Supt. Oakes to spend up to \$105,000. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern "yes", Commissioner McLeod "yes", Commissioner Piper "yes". With three (3) in favor and none in opposition the motion passes.

County Attorney Hornick arrived to give an update on her office.

Atty. Hornick explained that every case that comes into their office goes through their Intake Coordinator. Every week the Intake Coordinator sends Atty. Hornick a list of cases that have been opened and types of cases. She gave the Commissioners a list of cases that they have had since February 20th for their review and noted that the highest number of case types they get are drug related. She explained that in their office she assigned prosecutors to specific types of cases. They try to not only treat these cases as crimes but also look at the rehabilitative side first. She has had great conversations with Alternative Sentencing Director Mitchell and her department to look at what they can do to expand the rehabilitative services they have to offer but also keeping in mind that the repeat offenders and the big dealers are most likely going to jail and then prison. Atty. Hornick discussed which Attorneys are assigned to certain caseloads.

Atty. Hornick reported that the 2nd largest area of cases they handle are assaults and sexual assaults. They have a sexual assault team and these cases result in the most trials out of their office. She noted that she is hoping to spread out some of the child sexual assault cases to other attorneys.

Atty. Hornick noted that Felonies First will be going away and stated that former County Attorney Saffo had requested an additional attorney at the start of Felonies First to assist with the shift in cases. She explained that the number of cases would not change with Felonies First ending because her office will still be required to go to the Circuit Courts to deal with those felonies.

Atty. Hornick further discussed her office with the Commissioners and answered various questions.

Agenda Items:

1. The Commissioners signed check registers 1127 and 1130.
2. VOCA Grant – CA Libby stated that the County Attorney’s Office was awarded the VOCA grant for \$159,127 and the Commissioners need to accept the grant funds, enter into the grant agreement with the department of justice, and allow County Attorney Hornick to sign the necessary documents.

MOTION: Commissioner McLeod moved to accept the grant funds, enter into agreement with the Department of Justice and allow the County Attorney to sign the necessary documents. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes”, Commissioner Piper “yes”. With three (3) in favor and none in opposition the motion passes. .

3. CA Libby submitted a CDBG Drawdown – GRDC for \$2,500 for Commissioner Piper to sign.
4. April 11th Meeting – CA Libby stated that their meeting on April 11th is day they have a 6pm meeting with the Woodsville Fire District. The Commissioners changed their meeting to 4pm and will attend the Woodsville Fire District after. CA Libby stated that the Commissioners are

meeting with the Woodsville Fire District to discuss their goals for the County in regards to water and sewer. The Commissioners reviewed what they would like to discuss at that meeting.

5. Superintendent & Assistant County Administrator Hiring – CA Libby explained that both positions are appointed by the Commissioners, and historically, there is a hiring panel that goes through applications and conducts the initial round of interviews. The panel then brings back the top two (2) candidates to the full board. CA Libby stated that the Assistant County Administrator hiring panel would likely include the HR Director, County Administrator and one (1) Commissioner. She noted that the DoC Superintendent position would need someone in Corrections. She stated that the goal is to have someone hired by July 1st for the Department of Corrections. If they hire someone who is working, they will likely need a 30-day notice. She noted that the Assistant County Administrator position has been posted internally. Commissioner Piper volunteered to serve on the Assistant County Administrator panel and Commissioner Ahern will serve on the DoC Superintendent hiring panel.

6. Small Business Notices for ARPA Funding – CA Libby reported that the packet is ready to be sent out and is pending Commissioner approval. The Commissioners agreed to get the notices sent out and discussed how they would send those notices out.

7. Commissioner Ahern received a letter from the Warren Selectboard about an individual in their town who needs a place to go now or he is going to be without a place to live. Commissioner McLeod noted that the funding that was being used to house people in hotels is ending and people are going to be without a place to go. Commissioner Ahern stated that this individual has exhausted all of his resources within the Town of Warren. Commissioner McLeod suggested that they contact Tri-County Cap who has funding for homelessness. Commissioner Ahern mentioned that he believes this individual needs care as well, not just a place to live. Commissioner Piper suggested that the individual contact homeless shelters and noted that the Commissioners can have a further discussion regarding housing next week.

8. Non Public Session per RSA 91-A:3 II, a

MOTION: *12:45 PM 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.

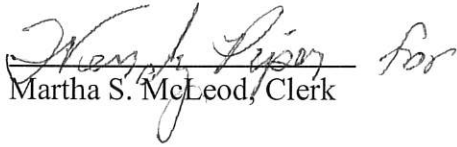
*12:54 PM Commissioner Piper declared the meeting back in public session.

MOTION: 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

12:54 PM with no further business, the meeting adjourned.

Respectfully Submitted,

 for
Martha S. McLeod, Clerk

Job Fair at Norwich Uni

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 February staff conducted 0 transports.

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

FIRRM Program

1 current participants

Level 1 –1

Level 2 –

Level 3 -

Programs Department Report:

For the month of February, the Programs Department provided various services to 20 different inmates for approximately 365 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: 357 total hours

Female – 105 hours

Male – 252 hours

Mental Health Report: For the month of February there were four psychiatric clinic days with a total of 44 patient encounters.

General:

Correctional Officer budget line revision request
Bids and waivers

Are there any Commissioner concerns?

Alternative Sentencing

Commissioners Report February 2023

Directors Report:

Alternative Sentencing has worked on updating all handbooks and referral forms for each program. We have expanded our programming to include several evidence-based groups to support participants and have opened enrollment to community members who may benefit from the added support of a group. Alternative Sentencing has added group fees to nonparticipants. We also have opened enrollment for our Intimate Partner Domestic Violence Program (IPDVP).

We have distributed the updated material to the Grafton County Attorney's Office and Probation and Parole. The NH Public Defenders office has also been updated.

Thanks to Samantha Norcross our website has been updated. The recent changes more accurately reflect the services we offer.

Alternative Sentencing has effectively implemented a monthly report form that provides regular updates on participant progress. These reports are sent to Defense Attorneys, Prosecution, and Probation and Parole as appropriate.

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.

No new updates.

Adult Diversion

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, probation and incarceration.

No new updates

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

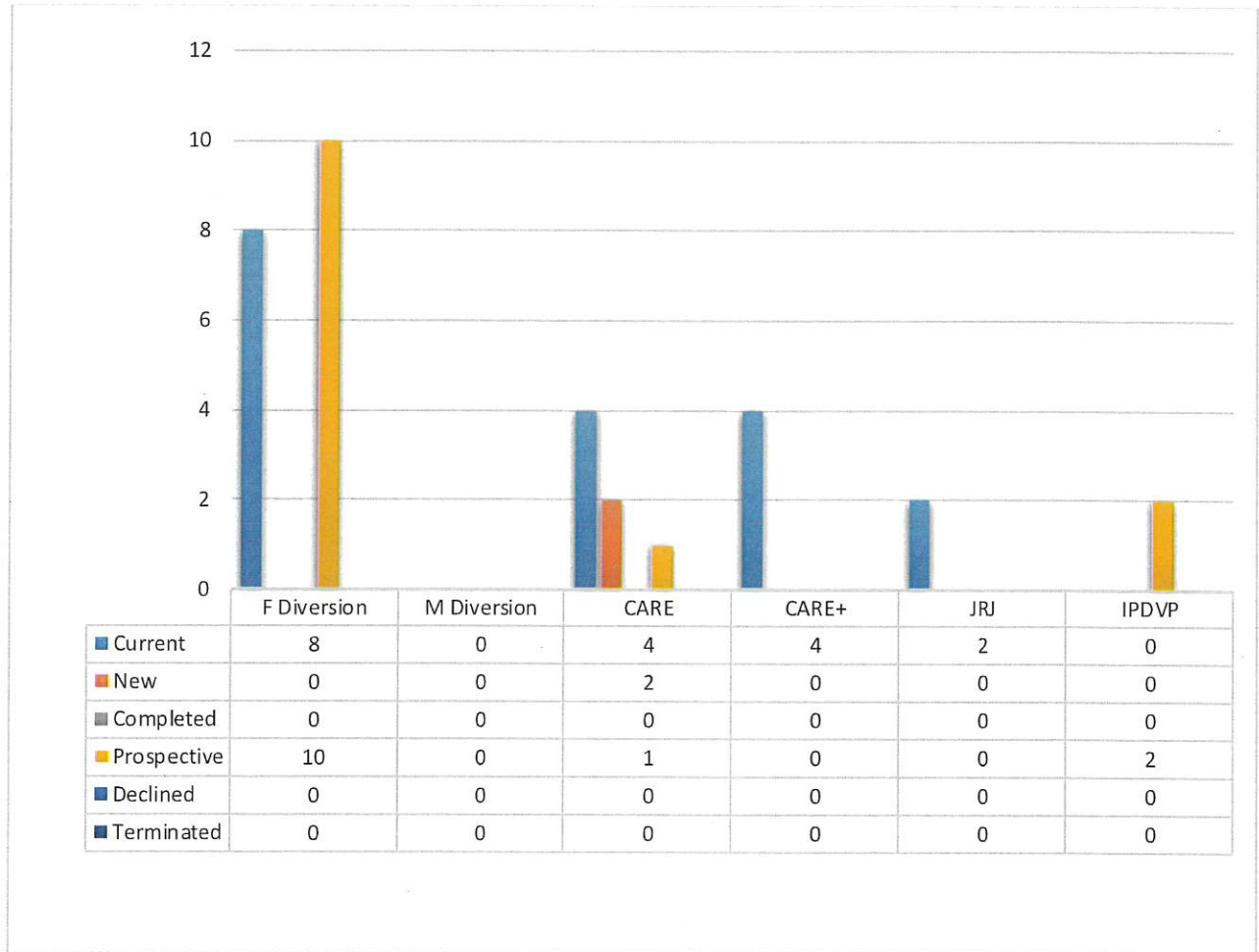
The Grafton County C.A.R.E+ Program is designed to support individuals who have been convicted and are under supervision to connect to services and stay active in a therapeutic environment. C.A.R.E+ stands for Community, Assessment, Re-Entry and Education + Supervision, the focus of this program is to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

The Grafton County C.A.R.E program is currently in a state of modification while probation and the Alternative Sentencing staff collaborate to identify effective timelines and potential sanctions. The program is designed to support individuals on probation who need additional resources in the community, including social services, substance use or mental health treatment, medical and dental services, and life skills.

CARE and CARE+ have no new updates.

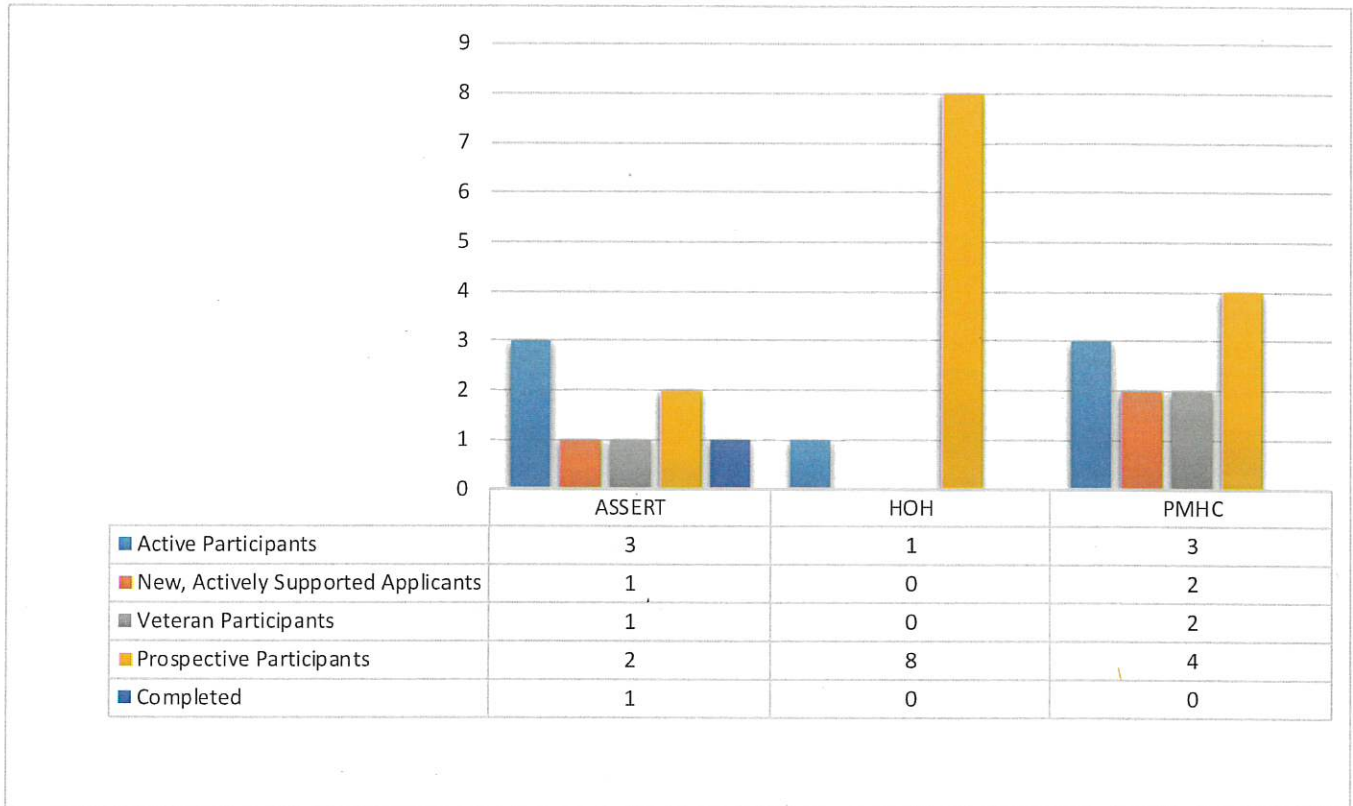
Alternative Sentencing Programs

February 2023



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 mental 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.



The Mental Health Coordinator and Alternative Sentencing Case Manager attended a Plymouth-area Prosecutor's Meeting on February 15th to share information about AS Programs and talked with prosecutors and police departments about working together to meet the needs of Grafton County residents with behavioral health needs. We were pleased to be invited and look forward to continuing our collaborative efforts.

NEW NH MHC Guidelines

<https://www.courts.nh.gov/sites/g/files/ehbemt471/files/inline-documents/sonh/mental-health-courts-guidelines.pdf>

Alternative Sentencing
Commissioners Report February 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
JRJ	---	\$100	---	---	---	---	---	---	---	---	---	---
AD	\$100	\$40	---	---	---	---	---	---	---	---	---	---
MISSED	---	---	---	---	---	---	---	---	---	---	---	---
LATE	---	---	---	---	---	---	---	---	---	---	---	---
+ UA's	---	---	---	---	---	---	---	---	---	---	---	---
MRT	---	---	---	---	---	---	---	---	---	---	---	---
CARE	---	---	---	---	---	---	---	---	---	---	---	---
MISSED	---	---	---	---	---	---	---	---	---	---	---	---
+ UA's	---	---	---	---	---	---	---	---	---	---	---	---
BDAS	\$2912.57	\$1699.20	---	---	---	---	---	---	---	---	---	---
Totals	\$3012.57	\$1879.20	---	---	---	---	---	---	---	---	---	---

FY24 Trash & Recycling Bid Comparison (Annual Rate)

		<u>FY24 \$</u>	<u>FY25 \$</u>	<u>FY26 \$</u>	<u>Full Contract \$</u>	<u>Difference</u>
Pete's	Fixed 3-year	\$ 44,400.00	\$ 44,400.00	\$ 44,400.00	\$ 133,200.00	
Casella	Fixed year 1, 6% increase year 2 and 3	\$ 40,240.80	\$ 42,655.25	\$ 45,214.56	\$ 128,110.61	\$ 5,089.39
Casella	Fixed year 1, 5% increase year 2 and 3	\$ 40,240.80	\$ 42,252.84	\$ 44,365.48	\$ 126,859.12	\$ 6,340.88
Casella	Fixed year 1, 4% increase year 2 and 3	\$ 40,240.80	\$ 41,850.43	\$ 43,524.45	\$ 125,615.68	\$ 7,584.32
Casella	Fixed year 1, 3% increase year 2 and 3	\$ 40,240.80	\$ 41,448.02	\$ 42,691.46	\$ 124,380.29	\$ 8,819.71
Casella	Fixed year 1, 2% increase year 2 and 3	\$ 40,240.80	\$ 41,045.62	\$ 41,866.53	\$ 123,152.94	\$ 10,047.06

Casella Waste Management will be anywhere between \$5,089.39 - \$10,047.06 cheaper than Pete's Rubbish for the full contract (all 3-years). Based on our experience using both companies, the quality of their services are equal in terms of promptness in pickup and leaving the site clean. In regards to recycling, Casella does separate the waste streams and recycles the recyclables whereas Pete's was combining both waste streams and treated it all as trash because the cost was lower to them. Lastly, both companies are Grafton County Companies. Pete's is in North Haverhill whereas Casella is in Bethlehem.