

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
August 16, 2022

PRESENT: Commissioners Piper, Lauer and Ahern, County Administrator Libby – via Zoom and Administrative Assistant Norcross

OTHERS PRESENT: Assistant Maintenance Superintendent Rick Colbeth, Jon Warzocha - Horizons Engineering, Sheriff Stiegler, Katelyn Robinson – NCIC, Broadband Committee (via Zoom) – Nik Coates, Carina Park, Ed Morris, Austin Albro, Heather Bryant

Commissioner Piper called the meeting to order at 2:00 PM and began with the Pledge of Allegiance.

Assistant Maintenance Superintendent Colbeth arrived to discuss air filter orders as well as open the Well Drilling Services bids.

Asst. Supt. Colbeth stated that he received the following two (2) quotes for the FY23 air filter order.

Vendor	Standard Air Filters	Nonstandard Air Filters
Airex	\$8,161.02	\$6,003.64
Air Filter Sales	\$8,155.12	\$7,087.43

Asst. Supt. Colbeth stated that he recommends the Commissioners accept the bid from Airex as they have better quality filters and they are the overall lower cost as well.

MOTION: Commissioner Lauer moved to accept the quote from Airex for the FY 23 air filter purchase. Commissioner Ahern seconded the motion and all were in favor.

The Commissioners then opened bids for Well Drilling Services. Two (2) bids were received as follows:

Tri State Drilling and Boring - \$37,100.00
Cushing & Sons - \$ 32,240.00

Jon Warzocha from Horizons Engineering was present with Asst. Supt. Colbeth to review the bids. They stated that they would return to the meeting once they have time to look the bids over.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the August 2nd meeting. Commissioner Piper and Commissioner Ahern had a few clarification edits.

MOTION: Commissioner Ahern moved to approve the minutes from August 2nd as amended. Commissioners Lauer seconded the motion and all were in favor.

2. The Commissioners signed check registers 1011-1014; 1016; 1018; 2022-08.05.2022.

3. IGT Agreement – CA Libby explained that this is the county’s annual Intergovernmental Transfer Agreement with the State of New Hampshire for the county’s monthly long-term care expenses for the cap. She stated that the form is set up for her to sign and therefore needs Commissioner approval to sign and enter into agreement for FY23.

MOTION: Commissioner Lauer moved to allow CA Libby to enter into the IGT Agreement with the State of New Hampshire for FY 2023. Commissioner Ahern seconded the motion and all were in favor.

4. CA Libby stated that she has old closeout documentation for six (6) Business TA and Microenterprise grant dating back to 2017-2019 for the Commissioners to sign. She explained that this is paperwork that was never taken care of and the CDFA is going through and cleaning up their old grants.

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

Asst. Supt. Colbeth and J. Warzocha returned to the meeting after reviewing the bids for well drilling services. J. Warzocha explained that both companies have itemized out their quotes and have each done it differently. He stated that he suggests that Supt. Oakes reach out to get more clarification on the quotes as it appears to him that both quotes are very close to one another. He does not feel comfortable making a recommendation as to which one is the lower bid without additional clarification. He stated that he would coordinate with Supt. Oakes and have him reach out when he returns.

Sheriff Stiegler requested to go into nonpublic session.

MOTION: * 2:31 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 Piper seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. 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.

* 2:39PM 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 Piper seconded the motion.

Commissioner Piper called the roll. 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 approve personnel action as requested by the Sheriff. Commissioner Ahern seconded the motion and all were in favor.

Heather Bryant – UNH Cooperative Extension

Commissioner Piper explained that CA Libby has had conversations with farm staff and they were able to get the farm back on track. H. Bryant stated that she knows the farm has sold 30 cows and it is unclear to her if that was their goal number or if they intend to sell more. CA Libby stated that her intent is to follow up with the farm staff when she is back in the office. She stated their goal was to get down to two (2) strings of milkers, which is about 44 cows. H. Bryant stated that this sounds like a great plan for now to give them some breathing room while they decide where to go next. She asked if there has been any discussion on changing milking times to take some of the pressure off the staff. CA Libby stated that milking times have not been changed as of yet. The farm staff will make that decision.

H. Bryant stated that she has two (2) programs available through UNH Cooperative Extension that might be useful for the farm and wanted to make the Commissioners aware of them. She handed out documents on Whole Farm Planning and on Farmer and Rancher Stress Assistance Network (FRSAN). She briefly explained the programs to the Commissioners and the Commissioners stated that they would read and review the documents that H. Bryant provided to them and have a follow up discussion at a later date.

Broadband CDBG Mid Grant Public Hearing - Katelyn Robinson NCIC, Broadband Committee Members – Nik Coates, Carina Park, Ed Morris, Austin Albro

3:04 PM Commissioner Piper opened the Broadband CDBG Mid Grant Public Hearing.

K. Robinson stated the purpose of the hearing is to share the progress of the \$25,000 CDBG grant that was received, the results that have been achieved as well as discuss the funds that have been expended from the project. She stated that the project was to design the high-level broadband networks for all towns in Grafton County. The CDBG funds were specifically allocated for 19 of the low to moderate-income communities in the county. Those high-level designs have been completed by Ex2 Technologies and have been distributed out to the municipalities. C. Park stated that when they distributed the high-level designs, they were well received by most of the communities and peaked a lot of curiosity about the project. It was a successful task order. K. Robinson stated that the total cost for the high-level designs for all of the towns was \$42,500. The CDBG portion of the grant funds were used to support those low to moderate income communities and the remainder of that invoice was covered under the county’s ARPA funds. The Grafton County Broadband Committee members also donated in-kind services in the amount of \$6,648.90. K. Robinson stated that this project is ready to be closed out at this time.

K. Robinson asked if there were any comments from the public. There was none. She noted that if anyone would like to see a copy of the high-level designs they could reach out to any committee members or the CA Libby.

3:10 PM Commissioner Piper closed the public hearing.

Broadband Committee Update

N. Coates stated that they are planning to apply for the NTIA middle-mile grant program. He explained that the Town of Hebron has applied for a Northern Borders grant and has been awarded that grant for their broadband project. He explained that if Hebron uses those funds, the County's match for the NTIA grant would be \$6.9 million but if Hebron does not use those funds and use the county's, the match would be \$7.4 million. The Committee has looked at potential ways on how to fund that number if they were to move forward with the grant application. In parallel, they are also doing an RFP to select a partner or partners of internet service providers. This gives them a strong application with the NTIA. One way to fund the match is to have an agreement with an ISP, another option is for the Commissioners to consider bonding the match and the final option is walk away from the project if it is too difficult to find the matching funds. K. Robinson stated that for the NTIA application one of the requirements is a letter of credit from a bank, committing to issue an irrevocable standby letter of credit equal to at least 25% of the project costs. N. Coates stated that they are at a point where they need to decide on the future of the project and therefore wanted to lay out all options for the Commissioners to review. C. Park noted that if the Commissioners decide to move forward with the application the committee will continue to work on lowering the cost of the match and finding other sources of investment. K. Robinson noted that if Hebron decides to use their NBRC fund match that would drop the county's portion of the match down to \$6.4 million. C. Park explained that the total project cost is \$30 million and if they can build out Grafton County for \$7 million and be creative with ARPA dollars, which would make it less of a burden on the tax payers. N. Coates added that rural communities across the country, when they build out broadband, are seeing significant increases in property values. He explained that New Hampshire is primarily based on property values and therefore there is a very good chance that this would increase property values to help the county generate additional dollars to fund its budget. C. Park also added that Ex2 has stated that if Grafton County makes this work, it would be a model that they use across the country.

Commissioner Piper thanked the Committee for the information and their hard work. She stated that the Commissioners will discuss this further and will look forward to a follow up conversation with the Broadband Committee.

Agenda Items:

1. The Commissioners signed the following CDBG closeout documentation for the Commissioners to sign.

- a. 17-405-CDCA (Business TA)
- b. 18-405-CDCA (Business TA)
- c. 19-405-CDCA (Business TA)

- d. 19-405-CDMC1 (Microenterprise)
- e. 19-405-CDMC2 (Microenterprise)
- f. 19-405-CDMC3 (Microenterprise)
- g. 20-405-CDMC1-3

2. CA Libby submitted an authorization to Submit Claims – 22-405-CDMC1-4 (Micro) for Commissioner Piper to sign.

3. CA Libby submitted a Sub-Recipient Agreement – NHARDC Grant for Commissioner Piper to sign.

4. County Conference – Gift Basket – CA Libby stated that Merrimack County is looking for each county to put together a basket with an approximate value of \$150 that showcases Grafton County to be part of a silent auction at the county conference. These are supposed to be done and given to Merrimack County by September 20th. The Commissioners discussed this and decided that Admin Assistant Norcross could come up with a basket that met the requests of Merrimack County and purchase items from around the County using Commissioners' Contingency funds.

5. CA Libby stated that she received an email from a volunteer from Kids Cancer Connection asking for a Proclamation recognizing September as Childhood Cancer Awareness Month in Grafton County. The Commissioners agreed to put together a proclamation.

Commissioner Issues:

1. Commissioner Lauer attended the Bath Selectmen's meeting.

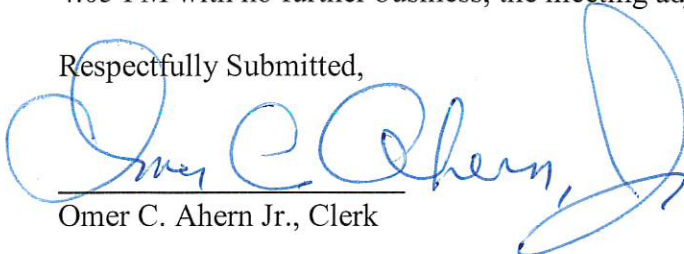
2. Commissioner Ahern asked how many applications have been received for the Farm Manager Position. CA Libby stated that they have received four (4) and one (1) of those was an internal applicant.

3. Commissioner Piper stated that she received emails from Robert Bonsignore, regarding the Opioid Settlement and whether Grafton County was going to terminate its contract with Napoli . She forwarded those emails to CA Libby who will look into it.

4. Commissioner Piper received another letter from a department head regarding flags of other nations being displayed in exterior windows. She sent out another request asking Department Heads to comply with the policy the Commissioners have set.

4:05 PM with no further business, the meeting adjourned.

Respectfully Submitted,



Omer C. Ahern Jr., Clerk



Grafton County Sheriff's Department

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Jeffrey F. Stieglér
Sheriff

"In Service to Our County and State"

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July 2022

- Prisoner Transports: **56**
- CSO movements from the jail to Court: **30**
- Involuntary Emergency Admissions (IEA) : **1**
- Arrests :
 - Arrest on a warrant, superior or civil, instate wanted, and on sight arrest (people who we send to court)
Total 31
- Civil **CSI program can not differentiate types of civil service**

 Total Monthly Civil Services = **141**
- Motor Vehicle Stops..... **14**
- Total # of Active Warrants.....

Criminal =	385
Civil =	<u>24</u>
Total =	409
- Total Miles Driven: **24,200**

Grafton County Sheriff's Department Investigative Services Division Activity



July 2022

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Units had the following activity for the month of June 2022. The Criminal Division continues to learn and often struggle with the new records management system.

Narcotic Offenses 3

Assist Other Agencies 4

Assist Citizens 1

Fraud 1

Suspicious Activity 1

Investigative Search Warrants 2

ICAC Cyber Tips Received – Possession, Distribution, Manufacture of CSAI 2

8 Technical Assists

1 ICAC SW Operation – Possession / Distribution of CSAI

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

Audio / Video: 2

Communication Devices (Cell Phone): 7

Computer Tower: 1

Electronic Equipment (memory card / camcorder / USB Drive etc) 2

Electronic Equipment: 2

Drugs: 4

Training:

1 Investigator complete Advanced Forensic Training