

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
August 24th, 2021

PRESENT: Commissioners Piper, Lauer, Ahern, CA Dorsett and Administrative Assistant Norcross.

OTHERS PRESENT: Register Monahan, DoC Supt. Elliott, Sheriff Stiegler, SNS - Heather Porter & Kevin Low

Commissioner Piper called the meeting to order at 9:15 AM and began with the Pledge of Allegiance.

Register Monahan arrived and requested to go into nonpublic session.

MOTION: * 9:20 AM Commissioner Ahern moved to enter into non-public session per RSA 91-A: 3, II (c) for the purposes of 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. Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern "yes"; Commissioner Piper "yes"; Commissioner Lauer "yes". Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

* 9:30 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 Lauer seconded the motion. Commissioner Piper called the roll. Commissioner Ahern "yes" Commissioner Piper "yes"; Commissioner Lauer "yes". Commissioner Piper stated that a majority of the board voted "yes" and would now return to public session.

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

1. Lieutenant Promotion – Supt. Elliott stated that Lt. Vannamee would be retiring this Friday after 23 years of service to the Department of Corrections and Jon Allaire has been promoted to fill the Lieutenant position. He has been with the Department of Corrections for fifteen (15) years.

2. BDAS Grant Submission – Supt. Elliott stated that they submitted the grant application on Thursday and they will know in a couple of weeks what they will receive.

3. COVID/Vaccinations – Supt. Elliott stated that they have had one round of vaccinations for inmates in the facility. They are working with DHHS to provide another round of vaccinations if inmates choose to receive it. He stated that they only have seven (7) inmates in the first round that received it. Commissioner Piper asked what the overall percentage was of the staff at the DoC that have been vaccinated. Supt. Elliott stated that he is not asking staff if they have been vaccinated. It is a personal choice and he has not tracked that information. Commissioner Piper stated that they are facing a possible situation with the Nursing Home about vaccine mandates for federally funded facilities. Supt. Elliott stated that it would be a significant impact to the DoC if they were to mandate vaccines. He noted that for the most part they have kept Covid out of the facility during this pandemic.

Commissioner Lauer asked how many of the nine (9) males in the minimum unit were able to work. Supt. Elliott stated that he had three (3) that were able to be out working.

Commissioner Ahern asked how Supt. Elliott thought the inmates in the facility would feel about eating venison instead of beef. Supt. Elliott stated that he does not know the answer to that right now as this is the first he has heard of it. Commissioner Ahern requested a copy of the menu from the DoC.

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

1. Sheriff Stiegler noted that he wanted to give the Commissioners an idea of how much some of the trainings cost that Detective Combs attends. The lowest price that they can attend these classes for is roughly \$10,000. The class Detective Combs will be attending soon where he will return with \$100,000 worth of equipment for ransom ware is \$28,000 and these classes have all been covered at no cost to Grafton County taxpayers. Sheriff Stiegler stated that Detective Combs was recently recruited by a federal agency but did not accept the offer.

2. Sheriff Stiegler noted that the North Haverhill Fair went very well. He does not believe the event was a super spreader event for COVID. He stated that he was very pleased that such a large-scale event went off with very few glitches. He thought the Dispatch Trailer would be a significant asset to have at the fair along with a dispatcher because of the volume of traffic. They were able to monitor their radios and assist if needed.

Commissioner Ahern asked Sheriff Stiegler how many non-Grafton County residents they run into. Sheriff Stiegler stated that he believes the new software they are going to has that software. They are mandated by law to keep track of sex and race of people they encounter. In terms of location, they do not keep track of those statistics but primarily they encounter people from Grafton County.

SNS – Heather Porter, Kevin Low

H. Porter and K. Low arrived to give the Commissioners an update on how the transition of IT services has gone and what they are working on. H. Porter explained that part of her role is making sure that they are wrapping their arms around all IT functions at the county as well as

working with Joey Riendeau to make sure that the County is getting what they need. The last couple of months they have been working on discovering what is in place at the complex. Ed Wargo, who is their project manager, has been at the complex two (2) days a week. He has been meeting with the Department Heads, finding out what their priorities and concerns are as well as what projects they have going on that may not directly relate to IT, and getting an understanding of what the goals are for each department this year. She explained that they have also been working on the most efficient way to procure equipment as an outside company working for the County. Regular purchases for IT equipment have to be recommended, and someone needs to decide on what needs to be purchased. They have had some great conversations and worked out those details. She stated that they are also working on items that have been budgeted, as well as working with J. Riendeau to plan for emergency items that are unplanned. She stated that she has heard good feedback from the departments so far. She explained that they are working on the new ticketing system with J. Riendeau and the employees, as this is something new that they are not used to. She noted that the ticketing system is very important to document what work is being done and allow them to report to the Commissioners as well.

Kevin Low stated that cyber security is a big investment they want to make and they can make a presentation on that for the Commissioners. He discussed some of the concerns he has regarding cyber security and steps they want to take to increase the security on the campus.

K. Low discussed other goals and initiatives that SNS has for the complex with the Commissioners and answered questions.

H. Porter stated that she had reviewed previous IT reports that have been given to the Commissioners and asked what the Commissioners want from them in their reports. The Commissioners discussed the issue and agreed that they prefer to hear about systemic problems throughout the complex and not all of the individual calls that are received.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the August 17th meeting. Commissioner Piper and Commissioner Ahern had a few edits.

MOTION: Commissioner Lauer moved to approve the August 17 minutes as amended. Commissioner Ahern seconded the motion and all were in favor.

2. The Commissioners signed check registers

3. CA Dorsett stated that FD Libby had completed the paperwork for the DRA on Livermore Falls and needs the Commissioners to sign them.

4. CA Dorsett stated that the Broadband Committee has made some news over the last couple of weeks for the county selecting a contractor for their broadband project.

5. CA Dorsett stated that they received a letter from Waterville Valley Estates in regards to requesting ARPA money from the County. He stated that these kinds of districts do not qualify for ARPA funding through the state which is why they are going to the County.

Commissioner Issues:

1. Commissioner Ahern requested to go into nonpublic session.

MOTION: * 11:13AM 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) & 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 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.

* 11:51 AM Commissioner Piper declared the meeting back in public session.

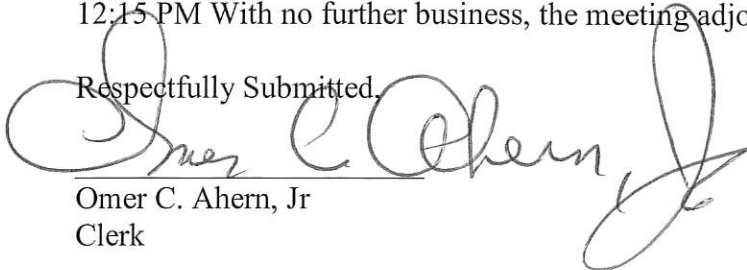
MOTION: Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Lauer seconded the motion. Commissioner Piper called the roll. Commissioner Lauer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

2. Commissioner Piper stated that CA Dorsett’s 6-month evaluation needs to be completed. The Commissioners stated that they would try to complete that next week.

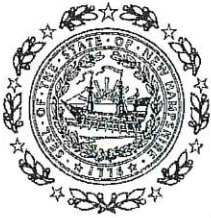
CA Dorsett noted that next week is the 5th Tuesday of the month and asked if the Commissioners wanted to have their meeting. The Commissioners agreed to not have meetings on the 5th Tuesday of the month unless needed.

12:15 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. Stiegler
Sheriff

"In Service to Our County and State"

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July 2021

- Prisoner Transports: 35
- CSO movements from the jail to Court: 24
- Involuntary Emergency Admissions (IEA): 7
- Arrest: 51
 - Arrest on a warrant, superior or civil, instate wanted, and on sight arrest (people who we send to court)
- Civil: **Total**
 - 71 Abode
 - 91 In Hand
 - 25 Non est
 - 2 Registry Of Deeds
 - 4 Cancelled
- Motor Vehicle Stops.....16
- Total # of Active Warrants..... Criminal 372
Civil 13
Total = 385
- Total Miles Driven: 25,392

**Grafton County Sheriff's Department
Investigative Services Division Activity**



July 2021

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Unit had the following activity for the month of July 2021.

1 Harassment Investigation

1 Internal Affairs Investigation for outside agency

1 Grand Jury Indictment – Bail Jumping

1 ICAC Cyber Tips / Referrals Received

1 2-Day ICAC Operation in Grafton County

3 Investigative Search Warrants

5 Investigative Subpoenas

1 Investigator Assist Haverhill Police Department with multiple cases

5 Investigations or Assists with electronics or storage medium delivered or taken into the Computer Forensic Unit (CFU).

9 Phones

1 I-Pad

4 Drives/Storage devices

Computer Forensic Exams for the month of July 2021 include:

Technical Support to other Agencies 6

Forensic Exams

Number of Hard Drives 3

Number of Cell Phones 14

Number of CDs/DVDs 0

Number of Other (Thumb drives, SD cards) 2

Previews Number of Items Previewed on Scene 0

ISP/JTAG Number of Devices Examined Using Joint Test Action Group (JTAG) or In System Programming (ISP) Methods 2



August 24, 2021

Commissioners Report

1. Population: In House: 59 F Unit: 20
 E Unit: 13
 D Unit: 9
 C Unit: 15
 Intake: 2

Out of Facility: 18

Total population: 77

Intakes since 7/1/21: 120 Male: 86 Female: 34

2. Community Corrections Report:

- a) Electronic Monitoring: 4
- b) Daily Work Release: 0
- c) Pre-Trial Services: 18 – 1 on GPS monitoring

d) Operation Impact:

Sgt. Harness did three presentations for the kids at the Haverhill area rec program. She also worked numerous shifts inside the jail, provided courtesy rides and worked on the farm.

e) Community Work Detail:

Sergeant Griffin has been working with the Farm, covering shifts in the jail, worked at the North Haverhill fair set up and tear down. He has also been planning a couple of other outside work detail jobs in the community and has recently been working on potatoes in the field and stocking the farm stand.

f) Transports: For the month of June and July staff conducted 26 transports.

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

FIRRM Program

3 current participants

Level 1 – 3

Level 2 – 0

Level 3 - 0

Programs Department Report:

For the month of July, the Programs Department provided various services to over 18 different inmates for approximately 397 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: 13 total hours

Female – 2 hours

Male – 11 hours

SUD Treatment Groups: 376 total hours

Female – 146 hours

Male – 230 hours

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

General

- 1) Lieutenant promotion
- 2) BDAS grant submission
- 3) COVID/vaccinations

Are there any Commissioner concerns?

