

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
June 25th, 2024

PRESENT: Commissioners Piper, Ahern, and McLeod. County Administrator (CA) Libby and Administrative Assistant Norcross.

OTHERS: Alternative Sentencing Director Mitchell, DoC Supt. Lethbridge, Register Monahan, Maintenance Supt. Oakes.

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

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the June 18th meeting. Commissioner Piper and Commissioner Ahern had a couple of minor edits.

MOTION: Commissioner McLeod moved to approve the minutes from the June 18th meeting as amended. Commissioner Ahern seconded the motion, and all were in favor.

2. The Commissioners sign check registers: 1185-1188; 2024-06.21.2024.

Alternative Sentencing Director Mitchell arrived and gave the following report (* see attached)

Register Monahan arrived at the meeting and informed the Commissioners that her office could not access their email due to a Microsoft update. She noted that J. Riendeau from SNS is working on it. She stated that she has a bill that is taking effect July 1st. She is working with other states and all the Registries in New Hampshire on how they will code this; therefore, they need their email access. She said that this is a major crisis for them and they need access to their email.

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

Supt. Lethbridge discussed the potential of going out to market in the future for their inmate phone system.

MOTION: * 9:31 AM Commissioner Ahern moved to enter into a 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 said "yes," Commissioner McLeod said "yes," and Commissioner Piper said "yes," and Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

* 10:07 AM Commissioner Piper declared the meeting back in public session.

MOTION: Commissioner McLeod 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 Ahern “Yes,” Commissioner McLeod said, “Yes,” Commissioner Piper said, “Yes.” Commissioner Piper stated that a majority of the board voted “yes,” and the motion passed.

Maintenance Supt. Oakes - Courthouse Discussion

CA Libby stated that she informed Supt. Oakes about the Executive Committee’s decision to fund the architect and engineering portion of the new courthouse through ARPA. She explained that the County has a forward motion with the court system and she wants to meet with the Courthouse Building Committee to discuss their space needs. Supt. Oakes stated that he is asking the Commissioners to reconsider their decision to postpone the Courthouse Building Committee meetings. He feels that by having the departments meet with an architect rather than the Building Committee to start, they will end up with the same thing the EH Danson report says, with many more wants than just needs because someone from the outside is coming in to do this. He stated that they would move forward with what the Commissioners decide, but he is requesting that the Commissioners reconsider and let them continue with their process of meeting with the departments.

Commissioner McLeod stated that she is torn and feels like there is a skill level to assess the actual needs of these departments. She asked if they want their staff to make those decisions in that position. Having someone else facilitate those meetings, they can then decide what the County can afford. It feels like they are putting their employees in a position to deal with conflict. Supt. Oakes stated that CA Libby has been with the County for thirty-three (33) years, and he has been for twenty (20). They have done many projects over the years and know these departments very well. He feels like they have a much greater knowledge of current operations, what is working or not working, as well as the issue regarding the lack of space, and they are in a better position to help guide this process. He believes the County will be in a better position if the Building Committee were to do a lot of the grunt work upfront. Then, an architect can bring in ideas they might not have considered. He does not see how they can hire an architect to do something that the Building Committee can do and have better knowledge of and save money as well. CA Libby stated that the Commissioners are the first step in the process of bringing the design forward for a possible bond vote. She feels, as the management of the organization, there needs to be pushback in the beginning of the process to say the departments were given the opportunity to say what they felt was needed. It is now time to move forward and they all need to work together to discuss what is really needed. That can be done at their organizational level, while working on putting together the RFP for an architect. CA Libby stated that before the County hands their needs over to an architect, they can have a better idea of what they want. Commissioner McLeod asked if they are stopping the departments from having full conversations with an architect and exploring what the possibilities are for their space. CA Libby sees it as a partnership that involves working together and meeting with departments. Supt. Oakes stated that his experience is that architects and engineers tend to put in more than what is needed. He feels the Building Committee can better define what they need at the complex. Often,

in these types of projects, the profit is based on the size of the project. With EH Danson, a full architect and engineering team came in and conversed with the occupants. EH Danson then came up with a building much bigger than what they needed.

Commissioner Piper stated that it sounds like Commissioner McLeod is looking for the facilitator to take this off the shoulders of other department heads and give everyone a fair hearing. The Building Committee can be involved in the meetings and bring up their points, but someone else will facilitate them. CA Libby stated that Supt. Oakes, herself, and Commissioner Ahern are working on behalf of the Board. They were the committee formed. Commissioner McLeod stated that she was not willing to reconsider. CA Libby stated that it is important for the Commissioners to let the Building Committee sit down with the Judicial System to keep them engaged. The Judicial System is ready to talk now, and if the County waits to meet with the Judicial System once an architect is on board, it may likely be months before that happens. The Commissioners agreed to have the Building Committee meet with the Judicial System for a preliminary discussion. Commissioner Piper added that, in her opinion, having an outside agency might lend some legitimacy to the process because they had two (2) elected officials who felt they were not being attended to.

The Commissioners further discussed the request with Supt. Oakes and CA Libby. They agreed not to reconsider allowing the Building Committee to continue meeting with the departments until the architect is on board.

Agenda Items:

1. Commissioner Piper signed a Professional Service Agreement – CDBG for North Country Council.
2. Supreme Court Appeal—Sheriff Stiegler—CA Libby stated that Sheriff Stiegler has filed a Supreme Court appeal on the Motion to Dismiss his case against the Commissioners. Commissioner McLeod noted that the Belknap County Superior Court had granted the County's Motion for Dismissal and denied the Sheriff's request for Reconsideration.
3. CA Libby submitted an updated HUD Form – Ashland Mill Pond CDBG Application for Commissioner Piper to sign.
4. Home Association Car Wash – 6/29/24 – CA Libby stated that the Home Association is looking for Commissioner approval to use the courthouse parking lot on June 29th for their carwash.

MOTION: Commissioner Ahern moved to approve the Home Association's request to use the Courthouse parking lot for their carwash on June 29th.

5. Credit Limit Increase DoC Credit Card—CA Libby stated that the DoC is requesting to increase its credit card limit from \$10,000 to \$15,000. CA Libby stated that they frequently max out the card near year-end when making purchases. She answered questions from the Commissioners.

MOTION: Commissioner McLeod moved to increase the credit limit for the Department of Corrections credit card to \$15,000. Commissioner Ahern seconded the motion, and all were in favor.

6. CA Libby stated that the Alternative Sentencing Department and County Attorney's Office have requested to close their offices on July 5th.

MOTION: Commissioner Ahern moved to close the County Attorney's Office and Alternative Sentencing Office on July 5th with employees required to use Earned Time for the day. Commissioner McLeod seconded the motion, and all were in favor.

6. FY 2025 Budget- CA Libby reported that the Delegation approved a budget of \$56,222,050 for fiscal year 2025 of which \$27,331,164 is to be raised by taxes. She stated that this budget, provided that all their estimates come true, leaves an approximate fund balance of 5%. She noted that the Delegation also approved up to a \$7 million line of credit to borrow in anticipation of taxes if necessary. The Commissioners further discussed the Delegation meeting and the budget that was passed.

Commissioner Issues:

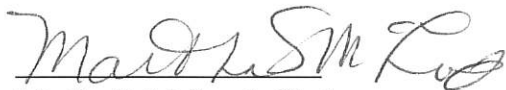
1. Commissioner McLeod received a call from a Littleton Selectboard member. They discussed the Dalton landfill and the County's letter opposing that landfill. She stated that homelessness in Littleton and their homeless camp were also discussed.

2. Commissioner Piper attended the NHAC meeting. She reported that they heard from Henry Lipman, who gave an update on Medicaid, but it did not seem that new information was offered. Commissioner Piper added that the NHAC officially voted to accept the change in the schedule of the NHAC Annual Conference. Grafton County will now host in 2026.

3. Commissioner Piper stated that they had a Department Head from SNS that did not show up for their scheduled meeting today with the Commissioners. She noted that this is a continuing issue with SNS.

11:30 AM With no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk

Alternative Sentencing

Commissioners Report MAY 2024

Directors Report:

Our Juvenile Restorative Justice team participated in Restorative Approaches to Youth Justice with stakeholders in the North Country and later in the month attended NH Restorative Approaches with Harmed Parties. These trainings were intended for the juvenile restorative justice teams to gain a better understanding of restorative practices with youth as well as increasing the focus on the inclusion of harmed parties. Our Juvenile Restorative Justice program continues to cover both Northern Grafton County and Coos County. North Country Health Consortium is working on accreditation to take over Coos, with a goal of September. Director Mitchell met with the Littleton Police Department to discuss the Juvenile Restorative Justice program at Alternative Sentencing in May, as well.

The Mental Health Court Coordinator, Shelly Golden, and Grafton County Alternative Sentencing Director Mitchell, participated in the Sequential Intercept Model (SIM) workshop. From this two-day event, smaller groups were created to focus on addressing specific gaps in our Grafton County Communities. Five priorities were chosen by vote and the participants that attended the workshop divided into smaller workgroups to address one of the following topics:

- No crisis stabilization unit in Grafton County (Mental health focused).
- Lack of transitional housing * MHC Coordinator and GCAS Director joined this workgroup.
- Lack of recovery beds for women/women with children
- Law Enforcement “buy in” is lacking for diversion at arrest.
- Mental healthcare worker shortage

There were 17 major gaps identified in total.

GCAS Director joined the Haverhill Area Substance Misuse Prevention Coalition in May.

Alternative Sentencing used a total of \$1287.00 from Opioid Abatement Funding in May and \$0.00 from the Local Assistance and Tribal Consistency Fund.

***Alternative Sentencing Programs:**

Juvenile Restorative Justice

Adult Felony and Misdemeanor Diversion

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

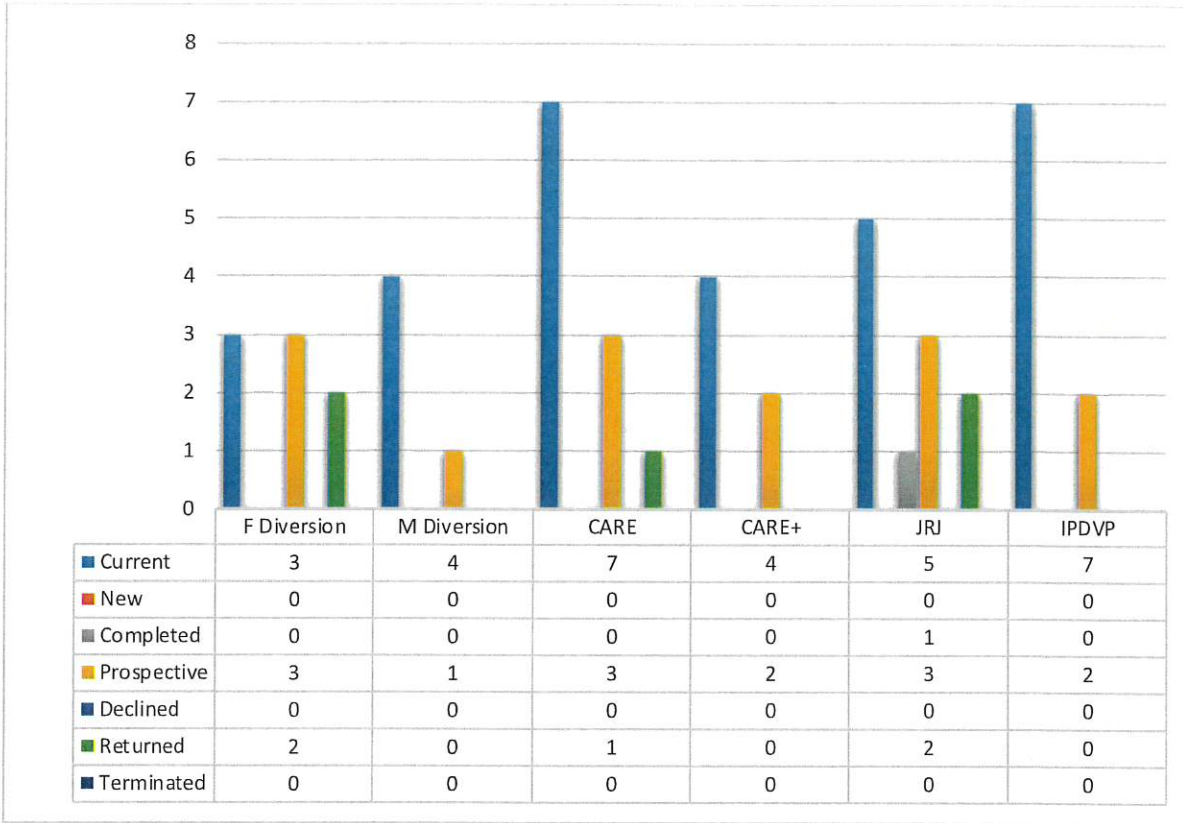
Intimate Partner Domestic Violence Program: Emerge

Mental Health Court

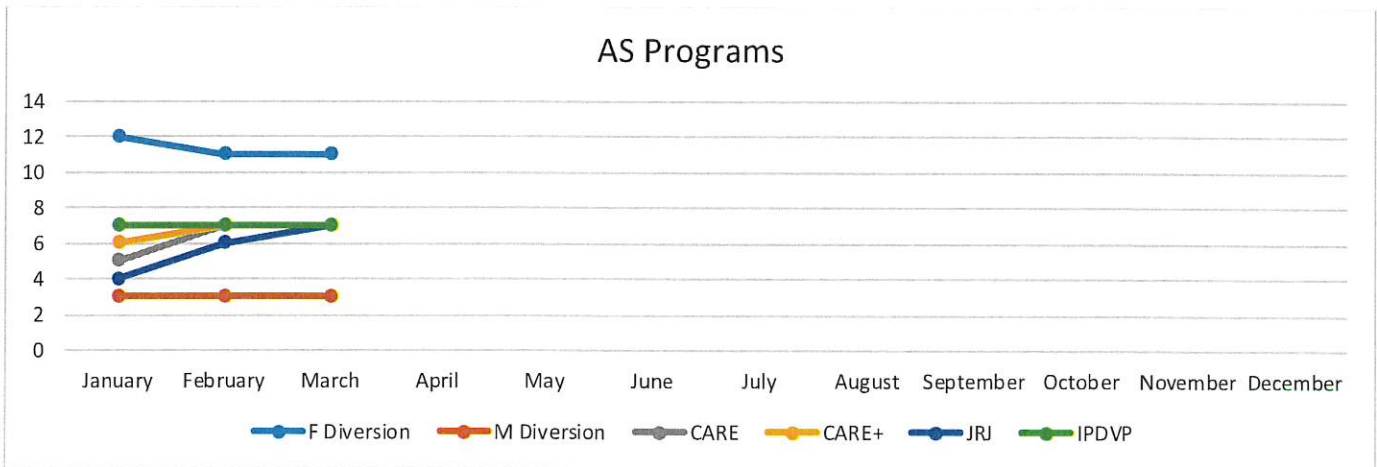
Alternative Sentencing Programs

Alternative Sentencing Commissioners Report MAY 2024

MAY 2024

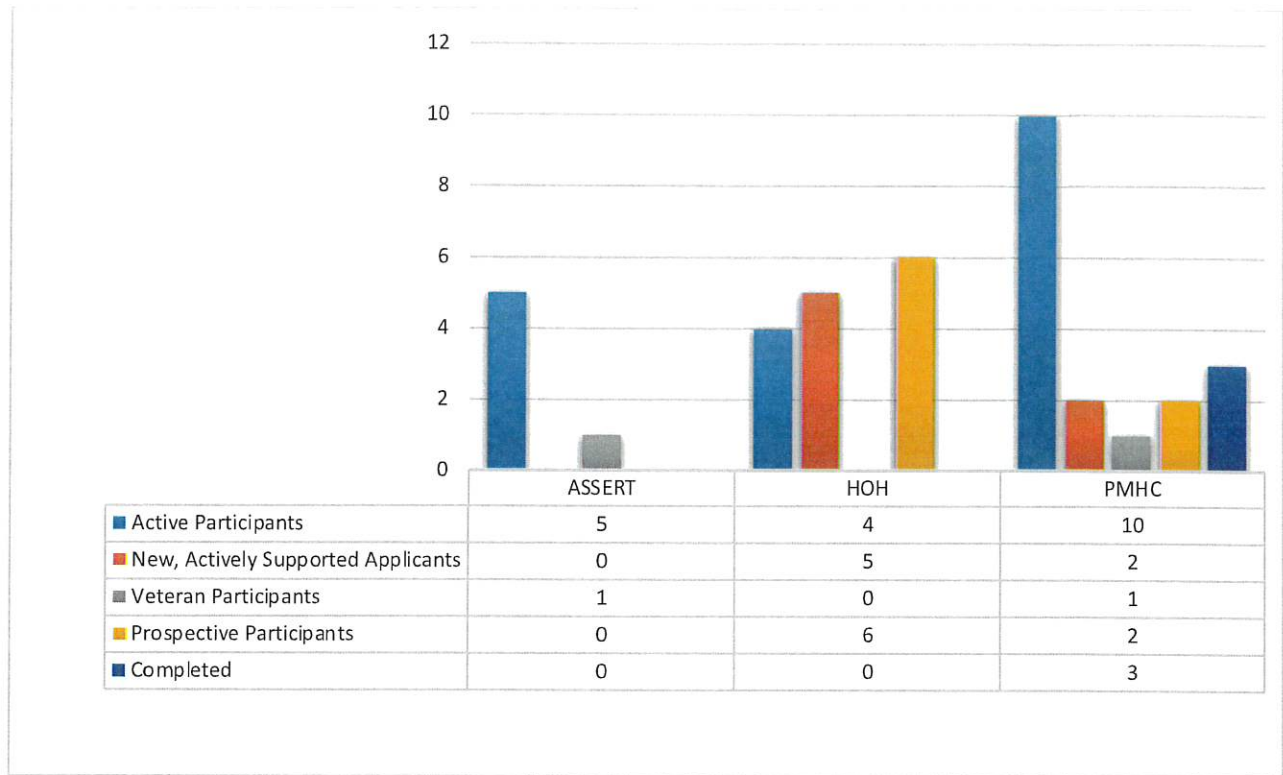


First Quarter 2024

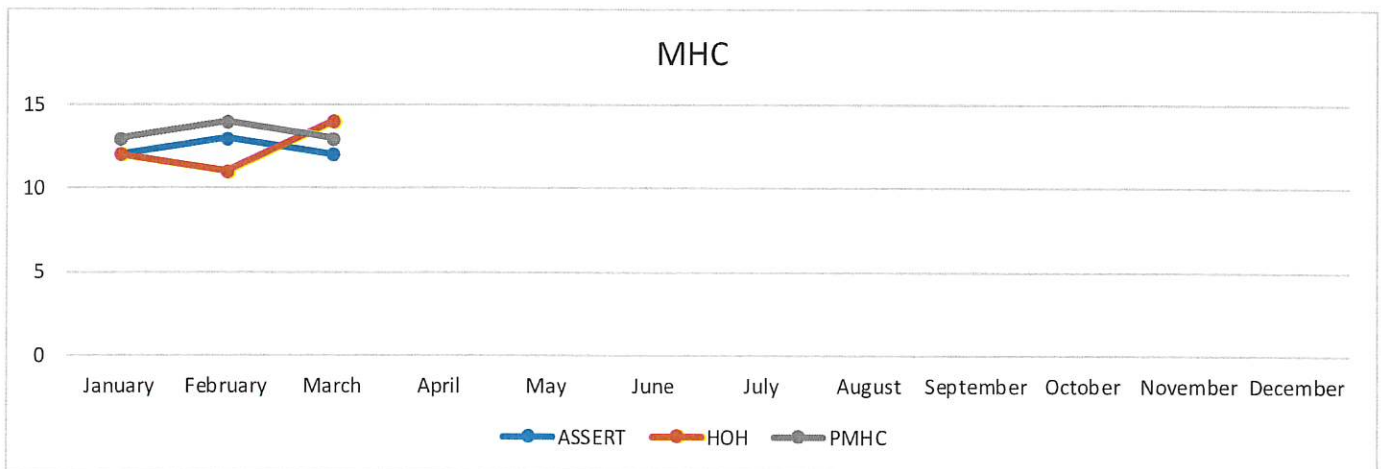


Mental Health Court MAY 2024

Alternative Sentencing Commissioners Report MAY 2024



First Quarter 2024



Alternative Sentencing
Commissioners Report MAY 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
JRJ	---	---	---	---	\$160	---	---	---	---	---	---	---
AD	\$515.75	\$370	\$405	\$160	\$350	---	---	---	---	---	---	---
MISSED	\$25	---	---	---	---	---	---	---	---	---	---	---
LATE	---	---	---	---	---	---	---	---	---	---	---	---
+ UA's	---	---	---	---	---	---	---	---	---	---	---	---
MRT	---	---	---	---	---	---	---	---	---	---	---	---
Emerge	\$325	\$550	\$550	\$675	\$550	---	---	---	---	---	---	---
CARE	---	---	---	---	---	---	---	---	---	---	---	---
MISSED	---	---	---	---	---	---	---	---	---	---	---	---
+ UA's	---	---	---	---	---	---	---	---	---	---	---	---
BDAS	\$1883.36	\$1994.69	\$2257.58	\$2074.80	\$2129.24	---	---	---	---	---	---	---
Totals	\$2749.11	\$2914.69	\$3212.58	\$2909.80	\$3189.24	---	---	---	---	---	---	---

Monthly Department of Corrections Activity Report

May 2024



Major Incidents:

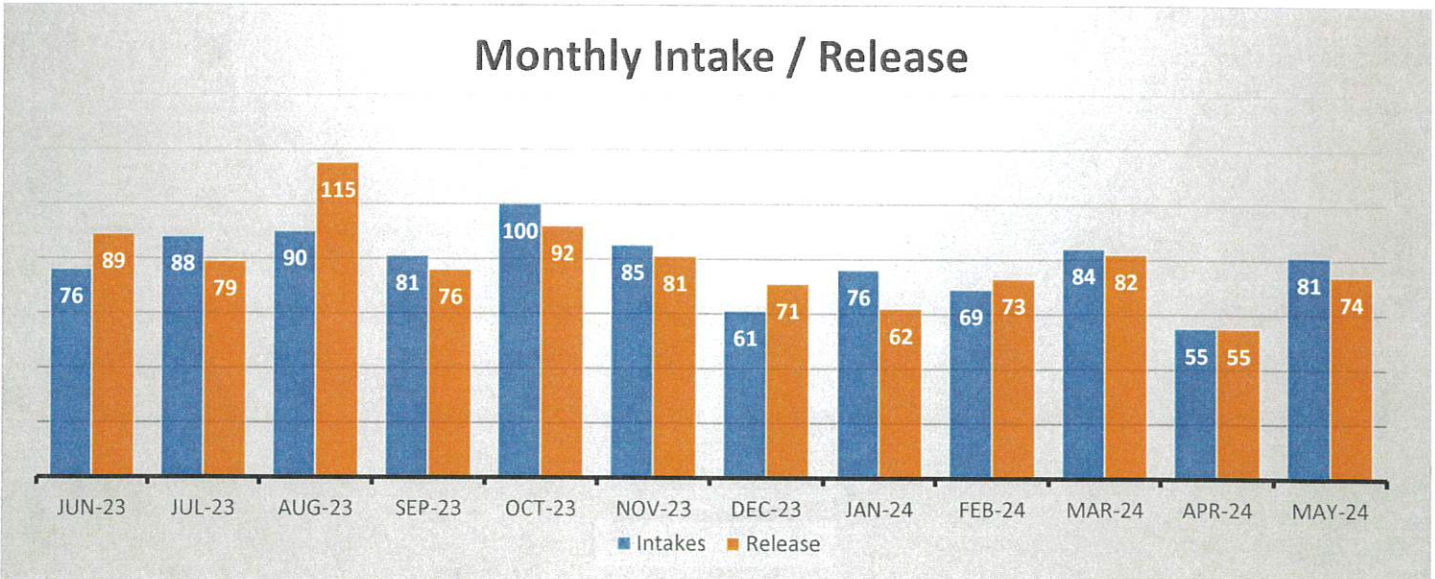
On the evening of May 2nd the DOC was contacted by Hanover PD regarding ongoing protests at the Dartmouth Campus. The DOC was told law enforcement was anticipating over 100 arrests and that all these arrests might be brought to the DOC. The DOC leadership team responded back to the jail and additional officers were called out to handle a mass arrest situation.

At the conclusion, Hanover PD, Grafton County Sheriff's Office, and Merrimack County Sheriff's Office (under mutual aid) transported 23 arrests from Dartmouth to the DOC. All the arrests were processed in the outside agency room and released on personal recognizance bail. The DOC lobby hosted numerous supporters and college staff until all the arrests had been processed and released.

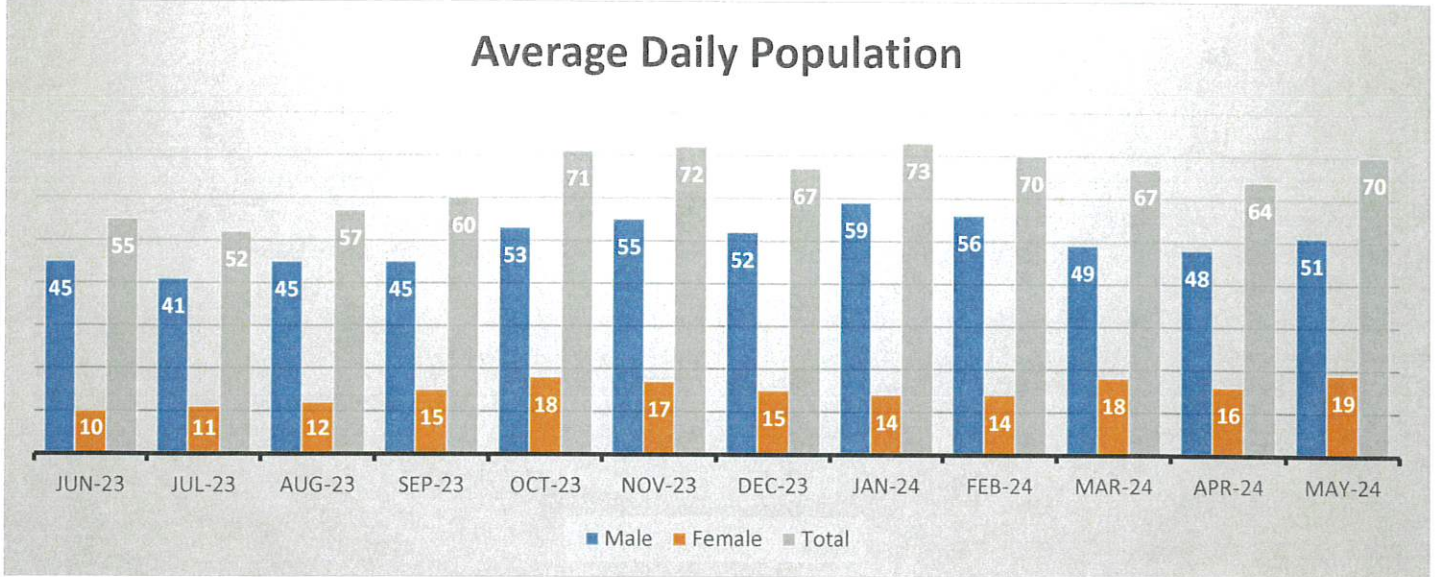
There were no issues at the DOC with either the arrested protestors or their supporters. The DOC requested to be included in future large event planning and coordination to avoid similar surprises in the future.

Population Data:

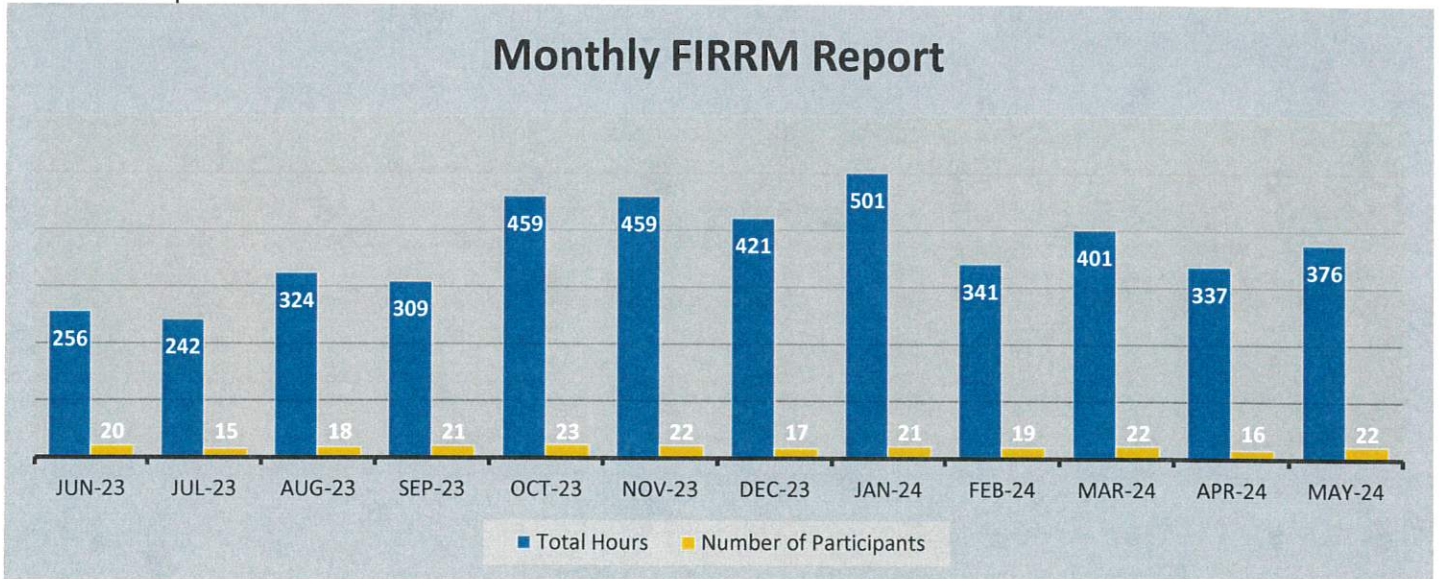
Total Intakes for the Month: **81** (Coos County Females:9)
Total Releases for the Month: **74**



In House Average Daily Population for the Month: **70**
 Male: **51** Female: **19**

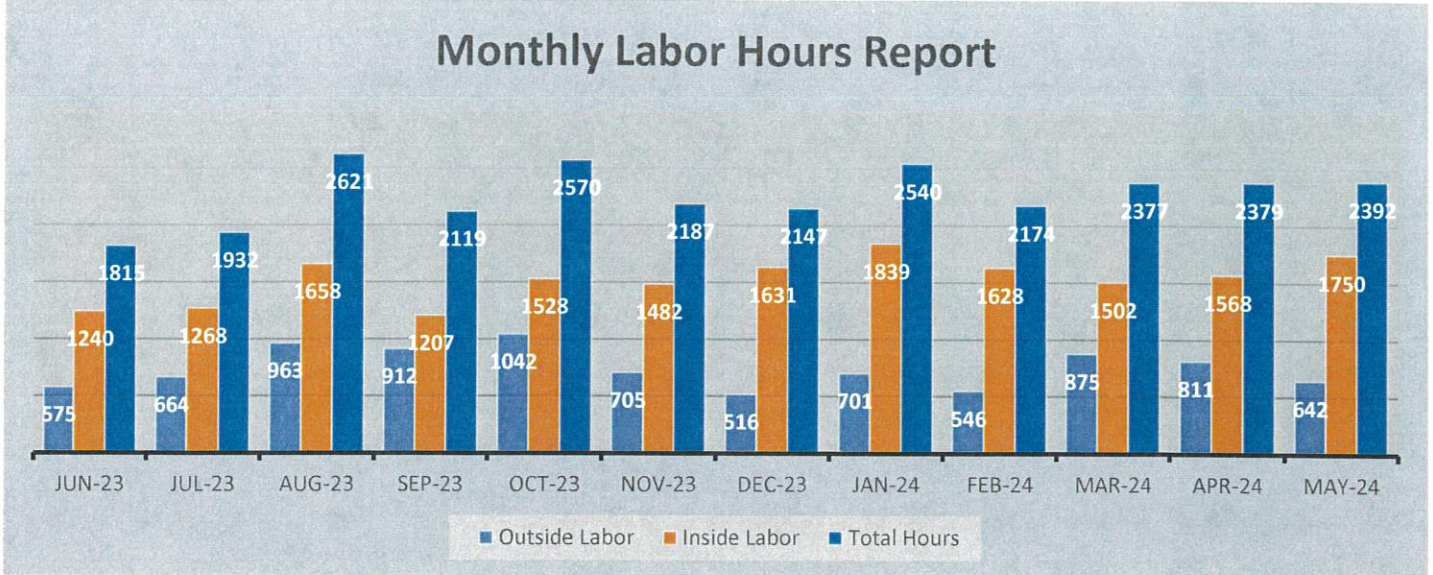


Inmates participating in FIRR program during the month: **22**
 Total Participation Hours: **376**



Hours of inmate labor outside the facility: **642**

Hours of inmate labor inside the facility: **1750**



Food Service:

Average per meal cost to feed each inmate: \$1.70, up four cents from April.

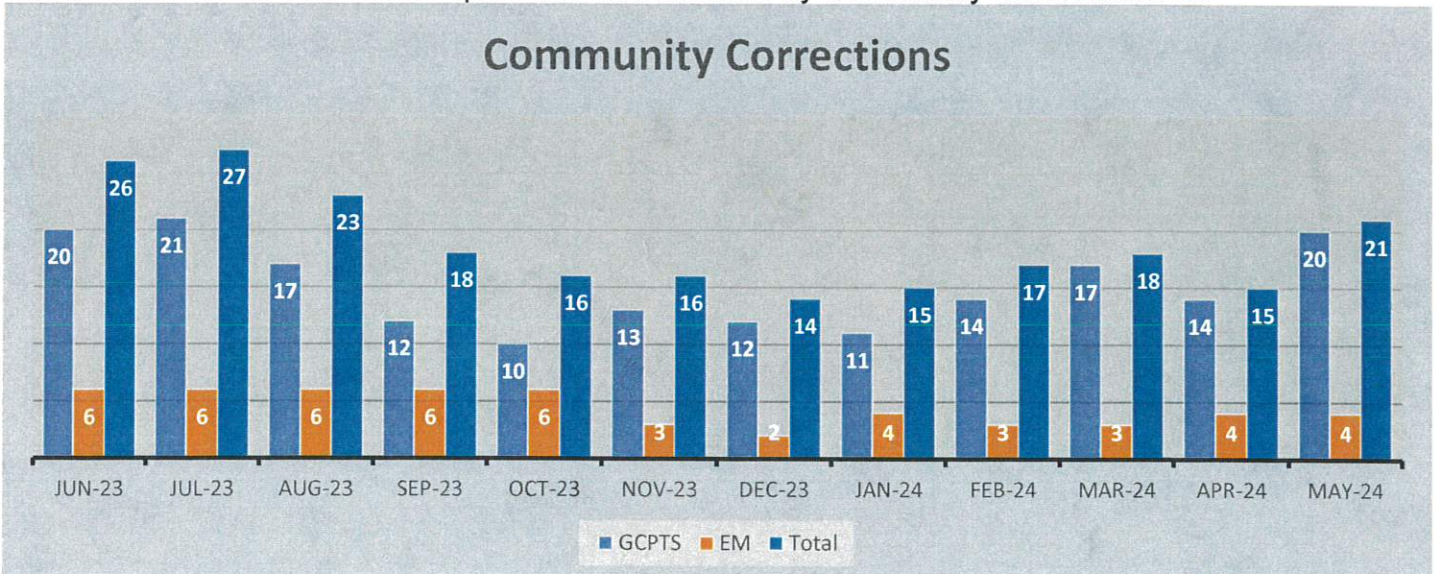
Medical:

The DOC medical team is still short two nurses with no applications coming in. The DOC is working with the traveling agency to replace the current travel nurse covering some of the day shift vacancies.

Community Corrections:

Inmates supervised on Electronic Monitoring (including EM Pretrial Services): **4**

Inmates on Pre-Trial Services supervised and checked by Community Corrections: **20**



Staff:

New officer hires during the month: 1

New officer/supervisor vacancies during the month: 1

Total vacant officer positions at the end of the month (including supervisory rank): 5

Promotions during the month: None

Other hiring/vacancies during the month: None

Significant Developments and Achievements:

The DOC began developing the firearms training program and policies needed prior to instituting an armory and armed transports. The goal is to have these completed for Commissioner review in July.

Significant Problems:

IC Solutions, the jail's inmate phone provider, had a weeklong local outage in their service in May, due to a change with their internet service provider. In response, the DOC moved inmates to use administrative lines for legal or urgent phone calls, distributed additional free stamps, envelopes, and paper during the outage, and negotiated additional free phone calls for all inmates for two weeks following restoration of service. These remediation efforts successfully reduced inmate frustration with the outage and there were no significant discipline issues due to the phones being down.