

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

August 20<sup>th</sup>, 2024

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

OTHERS: Sheriff Stiegler, Lt. Hamilton, Nick De Mayo – via Teams

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

Commissioner Piper began the meeting by reminding everyone to speak up when guests are online via Teams so those in attendance can hear. She then explained that there is a public comment section at the end and asked anyone who is online to please respect that and know that they will be asked for comments.

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

Sheriff Stiegler stated that he and Lt. Hamilton reviewed the bids received last week for the equipment to upfit their three (3) new cruisers. He stated that the Sheriff's Department was very pleased with Global Public Safety last time they did work with them, and their bid was in the middle of the three (3). The difference between them and the low bidder in Ossipee Mountain Electronics was \$342.98 per vehicle or \$1,028.94. Sheriff Stiegler stated that his recommendation would be to continue with Global Public Safety because of the work product that they produce for Grafton County. He noted that there is not a big enough price difference between Global Public Safety and Ossipee Mountain Electronics for him to select the lowest bid, as they are very pleased with how their last rebuilds went with Global Public Safety. Commissioner Ahern stated that he has to look at every dollar unless there is something wrong with that other bid; he cannot approve the request not to select the lowest bid. Commissioner McLeod asked for more information regarding this request. Sheriff Stiegler stated that he tasked Lt. Hamilton with looking at this in-depth, as they have had trouble with other vendors regarding up fitting the cruisers. He stated that multiple law enforcement agencies with which the Sheriff's Department has connections have used and recommended Global Public Safety. Global Public Safety was selected because their bid was lowest with the last group of vehicles that were upfitted and due to the recommendations. Sheriff Stiegler stated that he cannot say enough good things about the product Grafton County received. Lt. Hamilton said he respects the financial piece but recommends selecting Global Public Safety, as their working relationship has been flawless, and their craftsmanship has been phenomenal. He noted that the Sheriff's Department is still paying for other repairs from issues on their other builds done by other vendors. The \$342.98 additional cost per build is within reason for him to accept. The working relationship with Global Public Safety has been very good, and he cannot speak more highly of them. He noted that they have not been able to put a monetary value on the time their cruisers have been offline due to issues with the other builds. Sheriff Stiegler stated that with the increased quality of the work, it is not unreasonable to spend the additional \$1,028.94. Commissioner Ahern stated

that he wants to do what is the best and safest thing for their deputies, and therefore, he will vote in favor of the request. Sheriff Stiegler stated that he appreciated that. Commissioner Piper stated that it is a reasonable amount of money and she has learned over the years that they want to be careful of the craftsmanship, not only the lower price because they will end up paying more in the long run.

**MOTION:** Commissioner McLeod moved to accept Global Public Safety's bid of \$55,593.00. Commissioner Ahern seconded the motion, and all were in favor.

**Agenda Items:**

1. Commissioner Piper asked if everyone had a chance to read the minutes from the August 13<sup>th</sup> meeting.

**MOTION:** Commissioner McLeod moved to approve the minutes from the August 13<sup>th</sup> meeting. Commissioner Ahern seconded the motion, and all were in favor.

2. The Commissioners signed check registers: 1019-1020; 1022-1023; 2024-08.16.2024

3. The Commissioners reviewed the DoC Superior Court Report for the month of July.

4. Solicitation Policy Update – CA Libby stated that when the Commissioners updated the handbook in July, there was a change in the Solicitation policy that added wording for nonprofit fundraisers. The Home Association at the Nursing Home was concerned about what impact that would have on them as they are a nonprofit agency that does fundraising efforts directly for the residents of the Nursing Home. HR Director Clough reached out to legal counsel, and they suggested a revision for the policy to read, “Generally, soliciting is forbidden (including Avon, Tupperware, non-profit fundraisers that are not directly affiliated with Grafton County, etc).” Legal counsel also suggested that the following sentence be added at the end: “Nothing in this Policy is intended to infringe upon rights within New Hampshire RSA 273-A.”

**MOTION:** Commissioner McLeod moved to approve the Solicitation policy update in the handbook. Commissioner Ahern seconded the motion, and all were in favor.

5. Director of Emergency Preparedness/Campus Security Position – CA Libby stated that she was asked what the next steps are with this position. The County did not directly fund this position in the budget, but they discussed possibly repurposing the nightwatchmen positions to help fund this position. Commissioner Piper stated that she has been unclear about the need for this position. Her understanding of the Safety Committee was that it was for general safety items such as slips and falls. She does not see the need for them to hire an individual for this general oversight task. Commissioner Piper stated that she thinks they have to separate needs from wants, but she has not heard evidence that it is a need. She stated that given the issue of inflation, increased demands, and a courthouse up for consideration, she does not know if they should repurpose money rather than save money for taxpayers when they can. Commissioner McLeod felt that Nursing Home Administrator Labore made a good case as to why this is needed for Nursing Home compliance, and that is why she asked for the number of employees, residents, and inmates on the complex. She thinks it would be good to hear from NHA Labore again and what those compliance issues are. Commissioner Piper agreed to meet with NHA Labore again



to discuss this further. Commissioner Ahern requested to go into nonpublic discussion to discuss his concerns regarding this position and what it entails.

**MOTION:** \* 9:42 AM Commissioner Ahern moved to enter into a non-public session for the purpose of consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life according to RSA 91-A: 3, II (i). 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.” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\*10:15 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 passed.

6. ARPA Obligation Discussion—CA Libby reported that the County has an estimated unobligated ARPA balance of \$1,827,000 but noted that projects still need to be completed. Of that money, \$1,052,000 has to be spent on public health or infrastructure, including water, sewer, and broadband; the remaining \$776,000 is lost revenue.

CA Libby stated that the Commissioners have discussed affordable housing and direct funding to housing projects in New Hampshire. She noted this would be an easy and efficient way to spend the ARPA money and help with affordable housing. The County is not in the housing industry, but there are agencies within Grafton County that are, and the County can partner with them by being the funding source rather than being the ones who construct and put the projects together. She suggested bringing in the New Hampshire Housing Finance Authority and having a discussion with them. She noted that NHFA is working on projects with AHEAD and Lakes Region Developers, among others. Commissioner McLeod stated New Hampshire Housing does great work, but they will take 10% of the funding off the top, and she asked why the County wouldn't talk directly with the agencies or non-profits and ask them how this funding would impact them and their projects. CA Libby stated that the Commissioners could discuss directly giving money to nonprofits such as AHEAD, Lakes Region Developers, or Twin Pines Housing and noted that she was unaware of the 10% being taken. The Commissioners further discussed different possibilities for housing through various agencies in Grafton County and how they could use ARPA funding to help them. Commissioner McLeod stated that she feels the County should fund projects rather than agencies, as the money would go directly to the projects rather than the administration.

Commissioner Ahern noted that he has been approached by towns that would like more funding. The Commissioners agreed to follow up with AHEAD, Twin Pines, and Lakes Region Developers.

CA Libby stated that the Commissioners received a request from the Town of Dorchester for another round of ARPA funding. She explained that there are also internal items from various departments that department heads would like to request, but there is money available in other areas, such as LATCF funds or ARPA interest. CA Libby stated that the funds need to be obligated by the end of the year, and it makes sense to try and have all funds obligated by December 1<sup>st</sup> before a new Delegation is sworn in rather than having to educate a new group for a last round of funding. She asked the Commissioners to continue to think about how they would like to obligate the remaining ARPA funds.

8. Annual Report Dedication—CA Libby noted that the Annual Report is due by the end of September and asked the Commissioners to start thinking about who they would like to dedicate the report to.

9. Commissioner Piper said they should schedule a follow-up discussion with Robie Farm. The Commissioners agreed to have a discussion next week before meeting with Robie Farm and the department heads.

**Commissioners Issues:**

1. Commissioner McLeod reported that she attended the Long-Term Care Submit in Portsmouth, NH, and discussed details with the Commissioners. She stated that she would share the PowerPoint presentation with them when she received it.

**Public Comment**

N. De Mayo asked if the County has a master price agreement with the state to service the county vehicles. CA Libby stated that there is a state bid to purchase police vehicles but the County is not involved in a cooperative with the State for servicing vehicles. N. De Mayo suggested they look into it. N. De Mayo then asked if there was any way to lower the debt to the taxpayer by reincorporating ARPA funds into the budget. CA Libby stated that is a prohibited use of ARPA funds. Commissioner Piper noted that the County has used ARPA funding for capital projects to save taxpayer money. N. De Mayo then suggested that the County look at the possibility of distributing Robie Farm products with a Grafton County logo and the County gets profit to help reduce the tax burden.

11:05 AM With no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk



# Grafton County Sheriff's Department Operations Division

Monthly Report

July 2024

## Statistics

### -Transport:

- Court Transports: 27 Prisoner Transports: 72
- CSO movements from jail to court: 19
- Juvenile Transports: 2
- Involuntary Emergency Admissions (IEA): 9

### -Arrest:

-Arrest on warrant, Superior or Civil Warrant, Instate Warrant, EBW, GCSO cases and on view arrest(claimant generated by this agency)

Total Arrest: 18

### -Civil:

(CSI inforserv cannot differentiate types of civil service, In Hand, Abode or Non Est)

Total Monthly Civil Service: 200

### -Warrants:

-Total # of Active Warrants: Criminal= 410  
Civil = 24  
Total 434

### -Motor Vehicle Activity

-Motor Vehicle Stops: 14

### -Fleet Mileage

- Total Miles Driven: 28,176



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



### July 2024

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Units had the following activity for the month of July 2024. The Investigative Services Division is feeling the impact of staffing shortages resulting in having to limit the services as a regional resource to support the Operation's Division in extraditions, warrant services, and other responsibilities. The majority of investigative work conducted was on active and previously reported matters. We hope as vacant positions may be filled, we are able to once again offer extended investigative services to the agencies and communities in our region.

As the Part-Time Internet Crimes Against Children Task Force Investigator, I have had a chance to try and dispose of, or refer to other jurisdictions a number of cases that otherwise have back-logged while triaging cases as they are referred for investigation. In the month of July, four (4) investigative search warrants were sought on behalf of these ICAC investigations, these investigations still open. Each of these search warrants in reference to the possession, distribution, or manufacture of child sexual abuse material (CSAM) or sexual assault on a minor child. The tedious examination of evidence collected continues in a number of these cases. One arrest was made for Possession and Distribution of Child Sexual Abuse Images.

#### New Investigations:

Cyber Tips – Possession / Distribution of Child Sexual Abuse Material (2)

Fugitive From Justice - (2)

Drugs / Narcotic Offenses (1)

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

Communication Devices (Cell Phone): (9)

Computer Console (2)

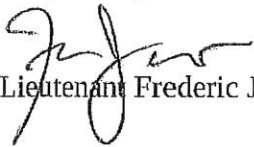
Hard Disk (1)

Electronic Equipment (USB): (6)

Electronic Equipment No Sub Category: (2)

The Investigative Services Division continues to struggle with CSI, unable to submit complaints through the electronic portal to the Court and having to re-write in Word format for submittal, this being far from efficient for criminal case management and reporting of events. CSI has advised that they have since fixed the problem but still routinely identify lapses in capabilities. We continue to try and remain patient with this technology but often feel the frustration like many agencies who have adopted this platform.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Frederic James', written in a cursive style.

Lieutenant Frederic James

# United States Senate

WASHINGTON, DC 20510-2906

July 29, 2024

Mr. Thomas Andross  
Grafton County Sheriff's Department  
108 Woolson Road  
Lisbon, NH 03585

Dear Mr. Andross,

On behalf of Senator Hassan and Representatives Kuster and Pappas, I would like to congratulate you on being selected for the New Hampshire Congressional Law Enforcement Award, in the category of **Career Service**.

The Career Service Award is rarely presented and reserved for those who, over the course of his or her career, have shown an outstanding dedication to law enforcement in the Granite State.

Your nomination for this award was forwarded by Grafton County Sheriff Jeff Stiegler to a committee comprised of current and retired law enforcement personnel who represent a cross-section of the New Hampshire law enforcement community. After review, your nomination was unanimously approved for receipt of this award.

Throughout your career with the New Hampshire State Police and the Grafton County Sheriff's Department, your service to the citizens of New Hampshire has been an exceptional example of dedication, professionalism, sacrifice and valor.

The awards ceremony will take place at **6:00PM on Friday, October 4, 2024, at the New Hampshire Police Standards and Training Council facility in Concord**. If you have any questions, please feel free to call Chief Vincent Baiocchetti of the awards committee at (603) 387-0779 or Chris Scott in my Manchester office at (603) 657-0213.

Sincerely,



Jeanne Shaheen  
United States Senator

CC: Sheriff Jeff Stiegler