

# GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

May 27<sup>th</sup>, 2025

PRESENT: Commissioners Piper – via Teams, McLeod, Hedberg, County Administrator Libby, and Administrative Assistant Norcross

OTHERS: Director of Communications Paronto, DoC Superintendent Lethbridge, Alternative Sentencing Director Mitchell, Kylee Emerson – SNS, via Teams, Attorney Tom Closson, via Teams, Rep. Bjelobrk, Lorainne Prescott, Joe Longacre

Commissioner McLeod called the meeting to order at 9:00AM

Commissioner Piper participated electronically, according to RSA 91-A: 2, with the reason being she was unable to attend the meeting in person. Electronic participation was at her request. It was noted that a roll call must take all votes.

## **Director of Communications Paronto arrived to discuss FY26 Dispatch Billing**

Director Paronto stated that he is looking for Commissioner approval for the FY26 Dispatch billing. He explained that the contracts with the towns are with the Board of Commissioners, and therefore, they need to approve the billing for the fiscal year. Director Paronto stated that there is a 20% cap, and the max increase is 19.3%. Historically, it has been capped at 30%, but this year there was no increase above 19.3%. Director Paronto noted that the County has historically waived the Town of Carroll's dispatch bill because they house the County's Mobile Communication Unit. Therefore, for rent purposes, the County has waived its dispatch invoice.

CA Libby asked Director Paronto to give an overview of how dispatch billing is done for Commissioner Hedberg. Director Paronto explained that the Dispatch Center allocates a percentage of its dispatch budget, \$1.2 million, which is then broken down by the percentage of use for each entity that it provides services to. There are some towns that receive very few calls, and therefore, a minimum payment is set. There are two (2) fire mutual aids that Grafton County provides services for. One (1) is majority Grafton County, and the other is majority Coos County. The Grafton County minimum is \$2,250.00, and the Coos County Minimum is \$2,500.00. Director Paronto noted that he intends to bring both of those to \$2,500 for the ease of billing for the FY27 budget. Director Paronto stated that they will take the percentage of use and all calls for services for each town and will then assign a percentage of use for each town. The town pays that percentage on the \$1.2 million. He noted that he does take into account the need for his staff to take calls for the Sheriff's Office itself. For the upcoming fiscal year, Director Paronto accounted for 39% of their operations to services and non-billable entities, and the remaining 60% is billed out to entities.

**MOTION:** Commissioner Hedberg moved to approve the Dispatch billing schedule as outlined for FY26. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper “yes”, Commissioner Hedberg “yes”, Commissioner McLeod “yes”. With the vote being three in favor and none opposed, the motion passes.

**Agenda Items:**

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the May 20<sup>th</sup> public hearing and May 20<sup>th</sup> Commissioner meeting.

**MOTION:** Commissioner Hedberg moved to approve the minutes from the May 20<sup>th</sup> public hearing. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper “yes”, Commissioner Hedberg “yes”, Commissioner McLeod “yes”. With the vote being three in favor and none opposed, the motion passes.

Commissioner Piper had a few edits to clarify who was speaking in the May 20<sup>th</sup> Commissioner meeting minutes. She then had the following edit:

Page 1, Paragraph 4: Commissioner Piper changed the sentence “Register Monahan was present for the meeting and asked to address this issue, Supt. Oakes discussed in his report” to read “Register Monahan was present for the meeting and asked to address the issue, Supt. Oakes discussed in his report regarding the Register of Deeds archive room.”

**MOTION:** Commissioner Hedberg moved to approve the minutes from the May 20<sup>th</sup> meeting as amended. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper “yes”, Commissioner Hedberg “yes”, Commissioner McLeod “yes”. With the vote being three in favor and none opposed, the motion passes.

3. The Commissioners signed check registers 1159-1162; 2025-05.23.2025.

3. The Commissioners opened bids for the sale of a 2015 Ford Taurus. One (1) bid was received as follows:

Bay Ridge Motors - \$1855.00

**MOTION:** Commissioner Hedberg moved to accept the bid from Bay Ridge Motors for \$1,855.00 for the 2015 Ford Taurus. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper “yes”, Commissioner Hedberg “yes”, Commissioner McLeod “yes”. With the vote being three in favor and none opposed, the motion passes.

4. CA Libby reminded the Commissioners that the Executive Committee Budget Meetings start next week on June 2<sup>nd</sup>.

5. Commissioner McLeod requested that next week's meeting start at 10:00 instead of 9:00. Commissioner Piper and Commissioner Hedberg agreed to move the start of the June 3rd meeting to 10:00.

**DoC Superintendent Lethbridge arrived and gave the following report (\*see attached)**

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

**Kylee Emerson – SNS arrived and gave the following report (\*see attached)**

**Agenda Items:**

1. Commissioner McLeod signed a CDBG Drawdown for GRDC in the amount of \$10,195.02.

**Commissioner Issues**

1. Commissioner Hedberg stated that last week, she offered to help work on a policy for their meetings. She wanted to report that at the end of last week, she received information from the Town Manager in Campton on their bylaws. Commissioner McLeod noted that she is waiting to hear back on Sugar Hill's meeting policies or bylaws. CA Libby stated that their best bet is to gather information from other towns. She spoke with Rick Alpers from Primex, and he stated that he could reach out to some towns on the seacoast who he thinks have good sets of policies. Commissioner Hedberg stated that she will forward the information she has to CA Libby.

**Atty. Closson arrived via Teams**

10:00AM Commissioner Hedberg moved to temporarily adjourn the meeting for the purpose of consulting with legal counsel. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper "yes", Commissioner Hedberg "yes", Commissioner McLeod "yes". With the vote being three in favor and none opposed, the motion passes. Commissioner McLeod stated that they will now adjourn the meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

10:16 AM Commissioner McLeod reconvened the meeting.

**MOTION:** Commissioner Hedberg moved to ratify a tentative agreement with the Grafton County Sheriff's Department Employees Teamsters Local 633 Union. Commissioner Piper seconded the motion. Commissioner McLeod called the roll. Commissioner Piper "yes", Commissioner Hedberg "yes", Commissioner McLeod "yes". With the vote being three in favor and none opposed, the motion passes.

**Agenda Items:**



7. ICE 287(g) Agreement – Commissioner McLeod stated that they wanted to discuss the ICE Agreement again, as there were issues regarding whether the Commissioners wanted to take any legal action. She asked CA Libby if they had heard from Sheriff Myers regarding the letter that was sent. CA Libby stated that she has not heard back from Sheriff Myers. Commissioner Hedberg printed out the final version of HB511 and SB62. She said that she has already discussed her disagreements with these bills. Although they do not take effect until January 1, 2026, she is concerned that if the County were to take legal action as a small entity, the County's pockets are not deep, and its budget is small. Commissioner Hedberg further stated that she is concerned that the County may spend money and then be unable to take action, as the new law will take effect. She does not know if it is money well spent unless the County can join a group of other entities. She has many questions that she wants to ask Sheriff Myers now that one of the deputies has gone through the training, noting that Sheriff Myers was previously unable to answer many of their questions before a deputy received the training.

Commissioner Piper stated that she agrees with Commissioner Hedberg. Commissioner Piper stated that she trusts the Sheriff's representation for the reasons she has outlined, which are based on the safety and well-being of all Grafton County residents. Commissioner Piper added that she thinks it would not be a good use of taxpayer money, for the reasons Commissioner Hedberg stated, to launch legal action, especially since she feels there is a significant number of taxpayers who would support the Sheriff. She does not think it would be effective. Commissioner Piper stated that it would possibly be a statement on behalf of the majority of the Commissioners, and she would not support it.

Commissioner McLeod stated that she found Commissioner Piper's comment on using taxpayer money interesting. She said that what is going on right now is that they are using their government as a weapon against our people. Americans across all races and backgrounds value their freedoms, and the current regime is using military and law enforcement on American families and turning their government into a weapon. Commissioner McLeod stated that she feels the need to determine what legal action can be taken. The taxpayers are paying for this, and the County has heard about that overwhelmingly. She noted that 707 people have signed a petition. Commissioner McLeod stated that she thinks they should consider legal action, even if it involves using county funds to pay for this. She is aware of the concern about reducing the Sheriff's budget by the amount they estimate will be used on this contract. She stated that the Sheriff's Department is already spending that money, as people have been trained and are now participating in this task force. Commissioner McLeod stated that this is the only means they have to hold the Sheriff accountable. The Sheriff will not respond to the Commissioners or the petitioners.

Commissioner Piper stated that she does not think they should spend taxpayer money on seeking legal action when a state law is about to take effect regarding this matter. She stated that the Commissioners have heard from a total of roughly thirty residents who either attended a Commissioner meeting online or in person, and 700 petitioners. However, she wanted to remind everyone that there are 88,000 people in Grafton County. Commissioner Piper stated that she does not think that number is representative. As a steward of taxpayer money, she is not comfortable spending money on something that to her would be a statement that the majority of

the Board would be making for the sake of the constituency that signed the petition. Commissioner McLeod stated that Commissioner Piper's assumption is that the total number of residents minus those who have signed the petition are against the Commissioners seeking legal action, and she feels that is false logic. Commissioner Piper stated that she does not want a disagreement between her and Commissioner McLeod, and a quizzing of each other on this issue. Commissioner McLeod stated that she does not believe the assumption that only 800 people cannot represent a view of the people in the County.

Commissioner Hedberg stated that since Commissioner McLeod's suggestion is a financial one and the Commissioners have already voted on the budget, that at 9:00 am on Monday is the Sheriff presents to the Executive Committee, which would be the time when finances could be discussed. Commissioner Hedberg stated that there are three (3) Commissioners looking at this issue from three (3) slightly different ways. At this point, the Commissioners cannot make any financial decisions, as they have passed the budget to the Executive Committee. Commissioner Hedberg agreed that if money had already been spent on this, she would like to know what the trainings were, because many questions raised during their previous meeting could not be answered.

Commissioner Piper stated that she appreciates Commissioner Hedberg's desire to know more information now that someone has undergone the training. Commissioner Piper added that she thinks it is fair to say that the nature and tone of the questioning of the Sheriff during their meeting may have been perceived as alienating to her. She has had conversations with Sheriff Myers and constituents, noting that even if they agree on the issue, they do not agree with what they perceive as hostility on the part of at least one Commissioner towards the Sheriff. Commissioner McLeod noted that she takes offense to Commissioner Piper's comment. She stated that they all have the right to question the use of taxpayer dollars, liability, and the impact on Grafton County. It is her right to make these statements, as does Commissioner Piper. If the Sheriff found that hostile, then she is somewhat naïve. This is the Sheriff's first elected position, and it would have been helpful for the Sheriff to attend a Commissioner meeting and discuss this with them. Commissioner McLeod stated that in the future, when Commissioner Piper speaks with the Sheriff, it might be beneficial to advise the Sheriff to consult with the Commissioners, as they have oversight of the budget. She noted that she has heard several times in the past, prior to this issue, that the Sheriff's Department is overfunded. She is responding to her constituents who have reached out to her. Commissioner McLeod added that they can continue this conversation now, but they have a meeting with the Executive Committee and have had some discussions with that group regarding the budget and whether changes need to be made. Commissioner Piper stated that it is in the Executive Committee's hands now, and she does not see the need to continue this conversation.

### **Public Comment:**

Joe Longacre – North Haverhill. J. Longacre stated that he is a Haverhill Selectboard member and his purpose of coming is to learn about the Commissioners' issues and concerns. The Town of Haverhill just sent out tax bills, and the County is a portion of that tax bill. He stated that he is here to listen to the Commissioners' issues and concerns, and how they address those issues.



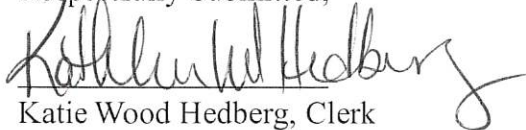
Loraine Prescott, Haverhill – L. Prescott stated that regarding the Sheriff, this is a woman who was just elected in November, sworn in January, and now they have a problem with her. L. Prescott stated that in her experience, usually when someone new comes on and does a good job, there are a lot of issues. L. Prescott stated that this woman came in with two (2) strikes against her; she is a woman, and she took a man's job. She is probably doing a good job, which does not sit well with some people. L. Prescott stated that they need to get off Sheriff Myers' back and let her do her job. The Commissioners are worried about the Sheriff's budget, but are willing to shove a \$36 million Courthouse at the taxpayers. She asked how that makes sense.

Rep. Bjelobrk asked if she could ask a question about the past budget meeting. Commissioner McLeod stated that they do not normally allow questions. CA Libby stated that Rep. Bjelobrk can email her or come see her after the meeting.

L. Prescott asked if the audio from these meetings is available. Commissioner McLeod stated that the recordings are available, and they are in the process of getting the recordings on the County's website to make it easier for people to access them. L. Prescott asked if there is any progress on the Zoom meeting. CA Libby stated that tomorrow's Courthouse meeting will be available via Teams and noted that the link is on the website.

10:40 AM, With no further business, the meeting adjourned.

Respectfully Submitted,

  
Katie Wood Hedberg, Clerk

# Monthly Department of Corrections Activity Report

## April 2025



### Major Incidents:

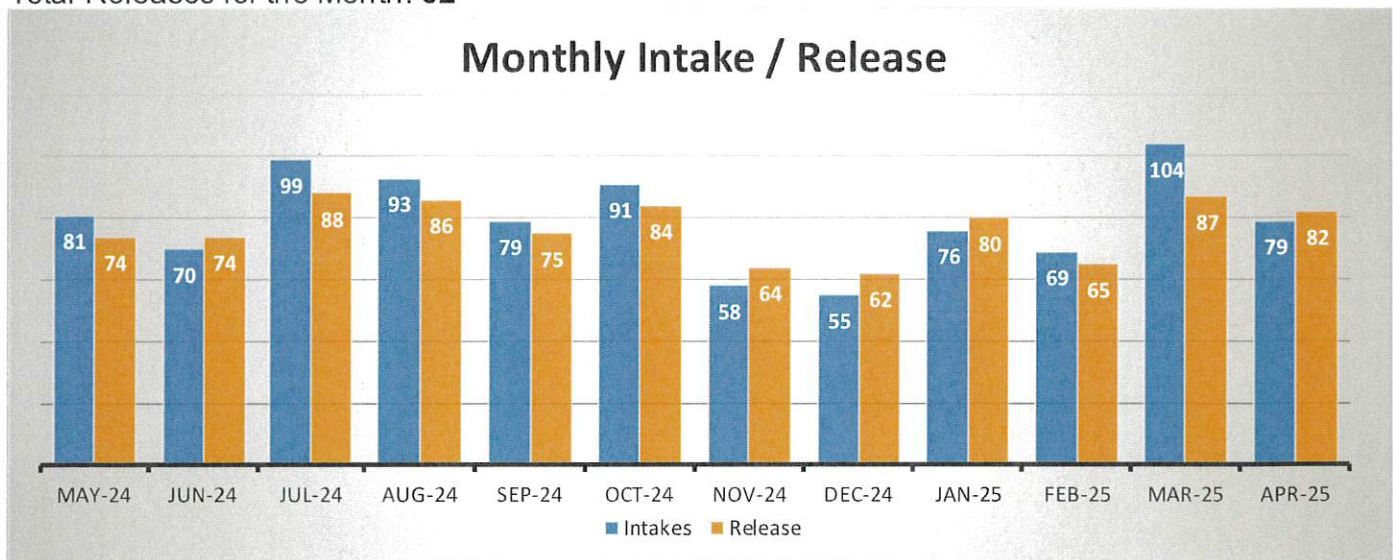
There were no major incidents in the Grafton County Dept of Corrections in April.

### Population Data:

Total Intakes for the Month: **79** (Coos County Females:9)

Total Releases for the Month: **82**

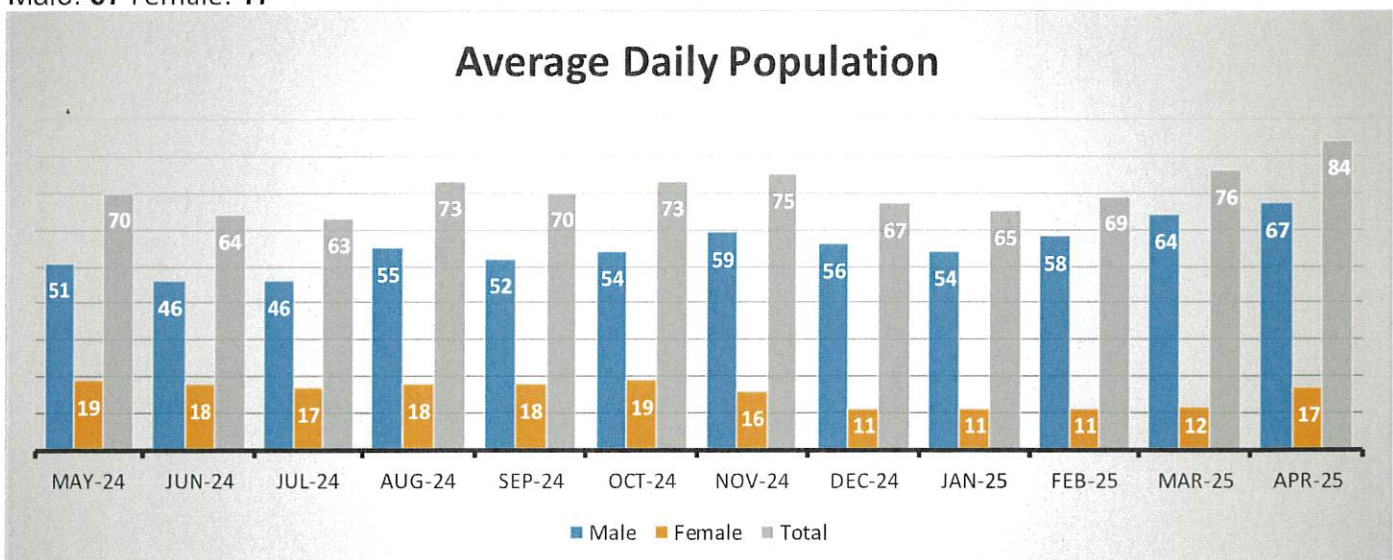
### Monthly Intake / Release



In House Average Daily Population for the Month: **84**

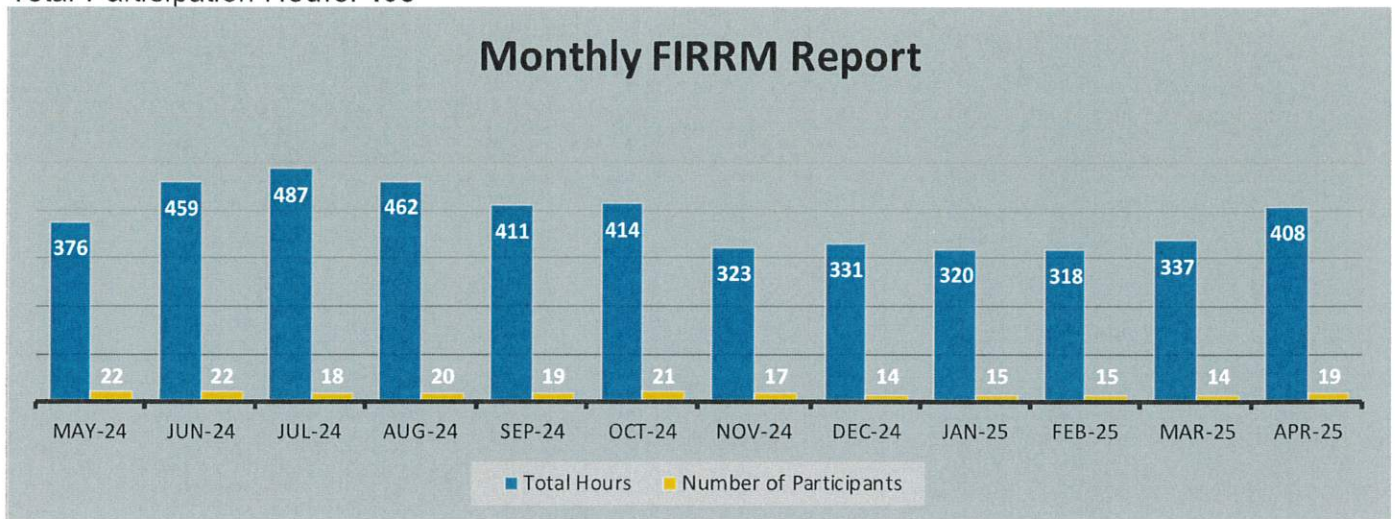
Male: **67** Female: **17**

### Average Daily Population

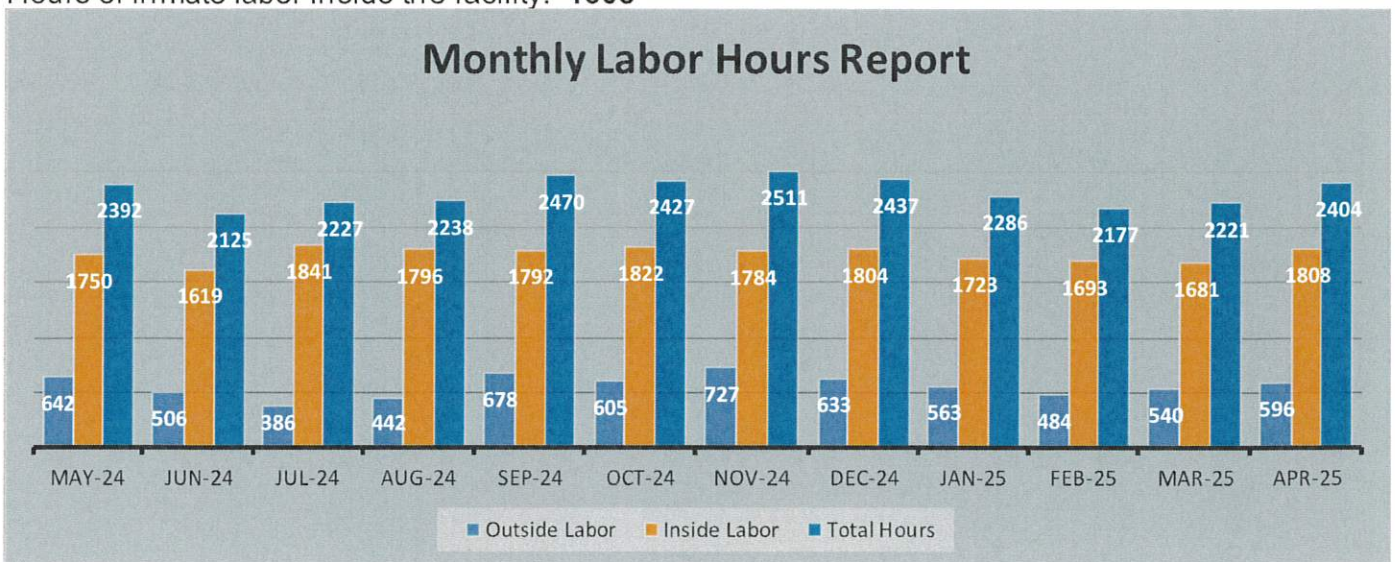




Inmates participating in FIRRM program during the month: **19**  
 Total Participation Hours: **408**



Hours of inmate labor outside the facility: **596**  
 Hours of inmate labor inside the facility: **1808**



### Food Service:

Average per meal cost to feed each inmate: \$1.80

The cost per meal was up \$.02 compared to March. 7,271 inmate meals were served during the month of March, for a total food expenditure of \$13,067. The DOC used 150 eggs from the County Farm in April.



### Medical:

One of the full-time nurses stepped down to per diem part time, leaving Medical at 50% of full time staff nursing positions filled. Nursing Director Allbee has expanded the per diem pool, which has helped with covering vacant shifts, but this will not be enough to cover two full time vacancies. HR has pushed advertising out and the DOC is attempting to find replacement as quickly as possible.

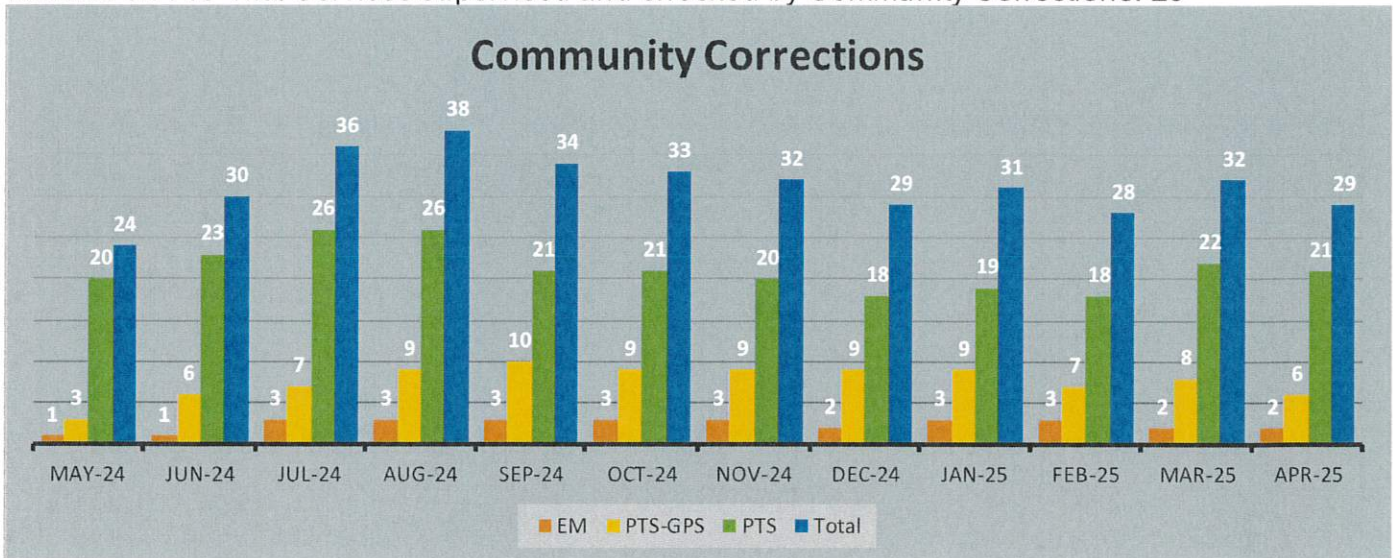
An inmate was transported to Dartmouth-Hitchcock, transferred to New Londonderry hospital, and remained in-patient for just over a week in April.

### Community Corrections:

Inmates supervised on Electronic Monitoring: **2**

Inmates on Pre-Trial Services with GPS: **6**

Inmates on Pre-Trial Services supervised and checked by Community Corrections: **29**



### Staff:

New officer hires during the month: 0

New officer/supervisor vacancies during the month: 0

Total vacant officer positions at the end of the month (including supervisory rank): 2

Promotions during the month: Officer Alex Marcy was promoted to Field Training Officer and Corporal Andre Sanders was promoted to Sergeant in April.

### Significant Developments and Achievements:

The Dept of Corrections hosted the April meeting of the Grafton County Chief's of Police. Sgt. Sanders explained the training day being developed at the DOC to assist new police officers learning the required paperwork and procedures to deliver an arrest to the jail and several Chiefs indicated they will utilize the DOC for this training. Following the meeting, the Chiefs participated in a tour of the facility and discussion of the resources and limitations of the DOC.

Officer Stephen Lehoe, Officer Juan Hernandez, and Cpl Karen Lombardo completed the NHAC Corrections Academy and graduated in April.

Superintendent Lethbridge represented the DOC Superintendent Affiliate by testifying at a Senate Hearing concerning SB 62 and the challenges of requiring all jails in New Hampshire to accept ICE detainees without state criminal charges. Some jails in the state have vacant housing units and are in the process of contracting with ICE to hold detainees. As written, the bill would expose jails without a contract to paying medical expenses, OT costs, and potential significant liability while holding detainees with no state criminal charges.

Lucille Buteau stepped up to cover supervision of a Certified Recovery Support Worker for Drug Court as well as the part time CRSW employed by Littleton Police Department. The person providing supervision left the area before these two people achieved full certification. I am grateful to Lucille for taking on additional responsibilities to help our Criminal Justice System partner agencies as well as the citizens who benefit from this support. Lucille will provide supervision for about one year until both CRSWs complete their required supervised time.

### **Significant Problems:**

There were no significant problems inside the DOC. Changes at the Federal level have begun to impact jails, including Grafton County. The PREA Resource Center has assisted agencies in preparing for PREA Audits. They are no longer providing this assistance due to changes in funding. The National Institute of Corrections website is also reporting certain documents and resources are being removed to comply with Executive Orders.

The Council for State Government had been assisting with developing and implementing the Sequential Intercept Model in New Hampshire. The Grafton County DOC has been active in this effort, which effort was intended to redirect persons with low level criminal justice involvement primarily caused by mental health issues away from jails into more appropriate treatment. The funding for this initiative has also been cut.



## Alternative Sentencing Commissioners Report April 2025

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### **Directors Report:**

Grafton County Alternative Sentencing experienced a successful April wrapping up the pilot of our Anger Management Program. The group extends for 12 weeks and is cognitive behavioral therapy based and created by the Substance Abuse and Mental Health Services Administration (SAMHSA). The Juvenile Restorative Justice (JRJ) program also piloted a prevention and intervention group that includes healthy communication, healthy risk-taking, and substance abuse intervention skills. The JRJ team continues to engage in education of restorative justice practices as provided by the NH Juvenile Court Diversion Network. Director Mitchell serves on the Board for the Network and is part of the Network's Summit Planning Team. The Summit is scheduled for June 9-10, 2025. Director Mitchell is presenting at this summit.

Director Mitchell attended a full-day training on Recovery-based Transformational Leadership to bolster supervisory skills. Director Mitchell continues to serve on both the White Mountain Sexual Assault Response Team (The Littleton area and Plymouth area SARTs, have combined) and the Upper Valley SART. Alternative Sentencing continues to offer the Intimate Partner Domestic Violence Program using the Emerge model.

Alternative Sentencing staff are participating in enrichment trainings. The AS Case Manager is taking classes to become a Certified Recovery Support Worker. The AS LADC has completed the training and is a certified Community Health Worker (CHW). The AS Case Manager and the Mental Health Court Case Manager will take the CHW program in the fall. Our Mental Health Court Case Manager has completed the training to become a Certified Recovery Support Worker and is completing his application before the end of June. We are very proud of our team and the skills we are building. Alternative Sentencing is in the process of becoming an Apprentice Works Site for the CHW program so that our agency and the staff in training can receive stipends for the time we have put into the courses and to provide important grant data.

In January, \$0 from the Opioid Abatement Funds and \$150 from the Local Assistance and Tribal Consistency Fund were used to support participants.

The SIM Transitional Housing Initiative is currently supporting one family and six individuals. Four rooms are used in Littleton, and a waitlist has started. One room is used in Plymouth and two rooms in Lebanon, with one individual working through the intake process. \$56,142.05 of ARPA funding has been used toward this initiative.

# Alternative Sentencing Commissioners Report April 2025

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## **Census:**

Alternative Sentencing and Mental Health Court had 35 active participants, 4 successful completions, 15 referrals pending for Alternative Sentencing programs, 14 referrals for Mental Health Court, plus 5 *actively supported* applicants for Mental Health Court.

*\*Actively supported meaning, the applicant is being provided intensive case management by the Mental Health Court team before pleading into the program. This is often a necessary step to stabilize the individual enough to move to the next step.*

## **\*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

Anger Management Assessment and Programming

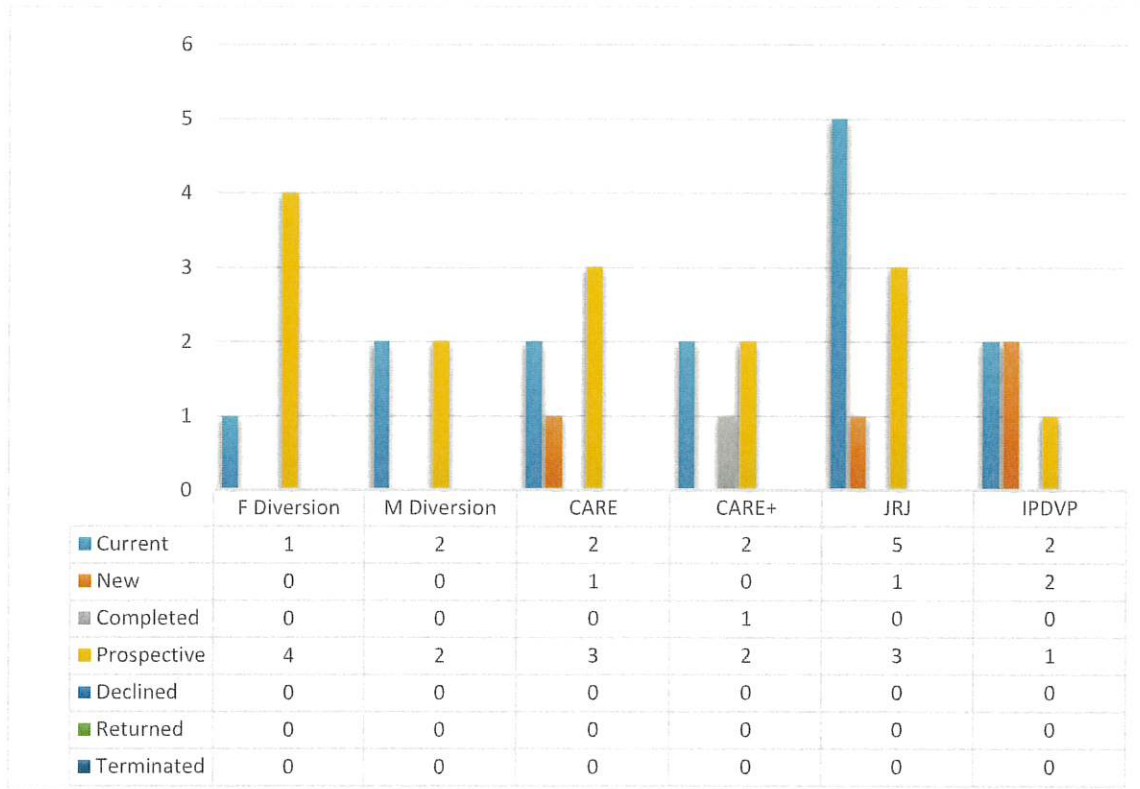
Life Skills Group



# Alternative Sentencing Commissioners Report April 2025

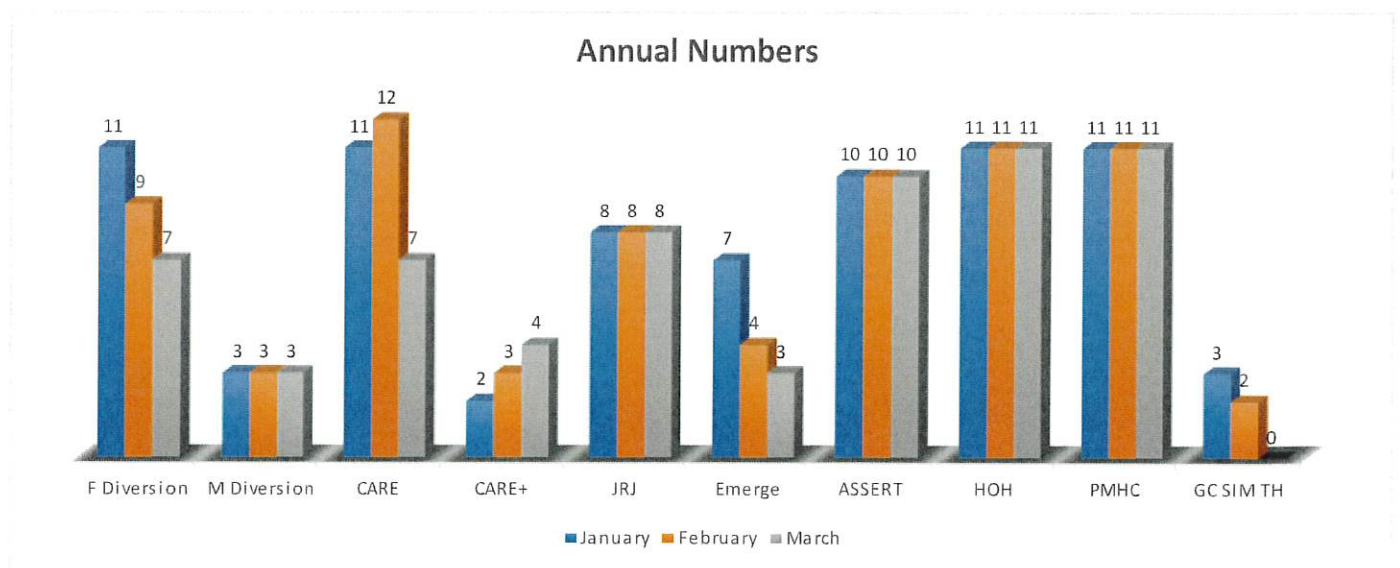
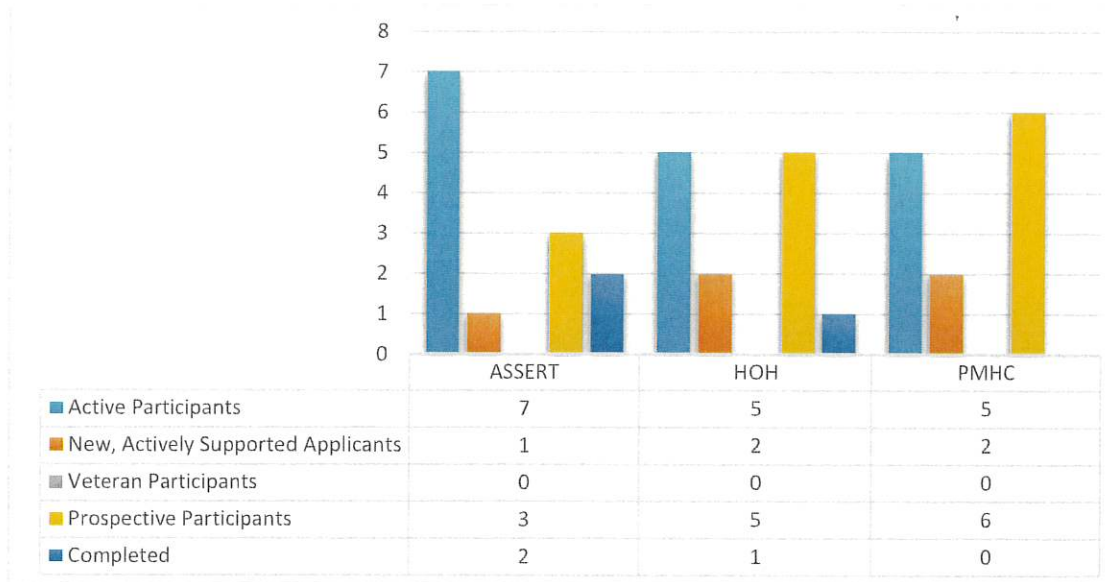
## Alternative Sentencing Programs

APRIL 2025



# Alternative Sentencing Commissioners Report April 2025

## Mental Health Court APRIL 2025





# Alternative Sentencing Commissioners Report April 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
JRJ												
AD	\$90.50	\$90	\$100	\$230								
MISSED												
LATE												
+ UA's												
Anger Manag ement	\$35		\$50	\$110								
Emerge	\$250	\$403	\$100	\$575								
CARE												
MISSED												
+ UA's												
BDAS	\$1628.81	\$1901.42	\$1682.31	\$3270.02								
Totals	\$1969.31	\$2394.92	\$1882.31	\$4,185.02								
Grand Total	<u>\$3598.12</u>	<u>\$5993.04</u>	<u>\$7962.35</u>	<u>\$10357.27</u>								



## IT Department Commissioner's Update

Meeting Date: Tuesday, May 27, 2025

### April and May Ticket Summary:

Over the two-month period from April 1 to May 26, a total of **331 tickets** were processed across various service categories for Grafton County - NH. The tickets reflect a broad range of IT support activities with a strong emphasis on workstation support, user account management, security, and hardware troubleshooting.

- **Total Tickets:** 331
- **Billable Hours:** 471.75 hours
- **Non-Billable Hours:** 0 hours
- **Actual Hours Logged:** Approximately 424 hours

### Key Service Areas:

- **Workstation Support:** 83 tickets accounted for over 234 hours of billable and actual time, indicating a significant focus on desktop, laptop, and workstation hardware and software support.
- **User Account/Profile Management:** 42 tickets involving new user setups, password resets, permissions, and terminations, totaling over 27 billable hours.
- **Security:** 47 tickets relating to antivirus alerts, Arctic Wolf monitoring, reports, and maintenance, consuming roughly 26.5 billable hours.
- **Hardware and Peripheral Support:** Including monitors, printers/copiers, and network equipment, with 20+ tickets and nearly 20 billable hours.
- **Applications and Email:** Support included Office365, spam filtering, and application installs, contributing to 25+ tickets and about 20 billable hours.
- **On-Site Visits:** 18 visits with approximately 61.75 billable hours, highlighting the need for hands-on technical support.





#### General Updates:

- **LaserFiche Updates:** SNS has assisted with the LaserFiche upgrades to the new version. LaserFiche did all of the upgrades, SNS assistance was needed for them to access the server remotely. Rusty also assisted staff with any updates that were required on their computers.
- **802.1X Project:** The networking team has been notified that this project has been approved by Grafton. I was provided with an update last week that this has been assigned a resource to begin the project. A lot of the project is completed behind the scenes initially. I have ensure that I am on the project ticket as well so if there is any communication that needs to go out to staff, either Joey or I will send out the communication. Julie is also on the project ticket and will receive communication from the networking team.

#### Artic Wolf Report:

- Artic Wolf report was reviewed with Dan Cullen, Director of Security for SNS. Everything looks normal and consistent with previous weekly reporting.
- There were no incidences that required our attention.

#### SNS Team Updates and Goals:

1. The ticket count stays relatively consistent; however, I would like the help desk and onsite team to be labeling tickets that come in more specifically. Ensuring things are labeled correctly will increase resolution rate and allow for more accurate reporting on certain issues. Specifically, if it is a recurring user or problem, we will be able to take further action  
Top four categories that are "generic" labels.
  - a. Monitor
  - b. Maintenance
  - c. Must Change
  - d. Undefined
2. Decrease average resolution rate. This statistic rages between 40-65 days. Tickets that remain open when we are waiting on a response drive this time up. However, since I took over consistently, I am seeing this number grow. I would like the team to keep the average around 30 days. This is typical amongst other larger clients and factors in outlier tickets that we are either waiting on responses from or working with vendors.
3. CSM has scheduled recurring meetings prior to department head and commissioner meetings to review account.