GRAFTON COUNTY COMMISSIONERS' MEETING Administration Building North Haverhill, NH 03774 July 22nd, 2025

PRESENT: Commissioners Piper, McLeod, Hedberg, Assistant County Administrator Elsholz and Administrative Assistant Norcross

OTHERS: County Attorney Hornick, Alternative Sentencing Director Mitchell, DoC Supt. Lethbridge, Treasurer Cryans, Register Monahan, Paul Varcek, Rep. Bjelobrk, Julie Steckbeck

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

County Attorney Hornick arrived

Atty. Hornick stated that she needed the Commissioners' signatures on the contract with the Upper Valley Prosecutorial Association. She explained that this contract pays for prosecutorial services for Enfield, Hanover and Canaan. She noted that an escape clause is clearly laid out in the contract. The Commissioners signed the contract.

<u>Department of Corrections Supt. Lethbridge arrived and gave the following report(* see attached)</u>

1. Inmate County – Supt. Lethbridge stated that Coos County DoC has asked Grafton County to hold an inmate due to a legal issue. He stated that he agreed to hold this inmate but he has already been released on bail and is not currently in the facility.

MOTION: Commissioner Piper moved to approve the transfer of inmate Donavan Aubin to the Grafton County DoC. Commissioner Hedberg seconded the motion and all were in favor.

2. Searches SOP – Supt. Lethbridge stated that they have worked on this policy for several months and noted that they combined several smaller policies together. He stated that these revisions reduce the amount of unclothed searches and restrict it to areas where it is most important to use them. He stated that he would like to utilize the body scanner more but it has some challenges itself because of the Prison Rape Elimination Act (PREA). He explained that the DoC has previously been PREA audited but it has been over three (3) years since the last one. They are working to be ready for an audit inspection this year. PREA requires body scans to be run by an officer of the same gender as the inmate, unless there is a filtering software in place that obscures primary and secondary sexual organs. He stated that it is not always possible to have both male and female officers available. Supt. Lethbridge explained that this request ties into his next request of the upgrade to their body scanner.

THEIA AI Body Scanner Upgrade – Supt. Lethbridge reported that the DoC currently owns the body scanner and they looking to make it PREA compliant. The company wants to charge them yearly for this software upgrade. He stated that one option has only the blurring filter and the second option includes the blurring filter as well as an AI algorithm that helps the officers identify contraband. He stated that would like to use the 2nd option with the algorithm at \$12,500 per year and explained that if this does not significantly help the officers, he would be back next year to only request the blurring filter.

MOTION: Commissioner Hedberg moved to approve spending \$12,5000 from Opiod Abatement funds to purchase the THEIA AI software on the Soder RS body scanner used in the Department of Corrections. Commissioner Piper seconded the motion and all were in favor.

MOTION: Commissioner Piper moved to approve the revision to the Searches SOP. Commissioner Hedberg seconded the motion and all were in favor.

Agenda Items:

- 1. Commissioner McLeod asked if everyone had a chance to read the minutes from the July 8th meeting. Asst. CA Elsholz stated that they received Commissioner Piper's requested change and felt the Commissioners should discuss it. Commissioner Piper stated that she had requested to add more detail to the Rules of Procedure discussion. She stated that she felt that was a long discussion and the public should be able to read more of the discussion. Commissioner Hedberg stated that there were many disagreements and she asked if it would make sense to put in a few points and have a more through discussion when the new revised policy is done. Commissioner Piper and Commissioner Hedberg agreed to add a few of the points from this discussion and will approve the minutes at their next meeting. Commissioner McLeod stated that she did not have any comments on it.
- 2. The Commissioners signed check registers 1005-1009, 1180-1182, 2025-07.18.2025

<u>Alternative Sentencing Director Mitchell arrived and gave the following report (* see attached)</u>

Treasurer Cryans arrived to discuss the Tax Anticipation Note.

Treasurer Cryans reviewed the attached letter and spreadsheet with the Commissioners. He stated that he would recommend the Commissioners select Bar Harbor as they had the lowest rate. He noted that Woodsville Guaranty Savings Bank declined to bid and he would think that this is because they are merging with Bar Harbor Bank. Asst. CA Elsholz stated that they received an email from Woodsville Guaranty Savings Bank stating that the \$12 million TAN request is above their legal lending limit and they would be required to participate with another financial institute and where Bar Harbor was included in the bidding process, they decided not to bid.

MOTION: Commissioner Hedberg moved to accept the Bar Habor proposal for the Tax Anticipation Note with a 4.65% interest rate. Commissioner Piper seconded the motion and all were in favor.

Agenda Items:

1. FY2025 Encumbrances – The Commissioners reviewed a list of encumbrance requests totaling \$153,670.00

MOTION: Commissioner Hedberg moved to approve the requests for encumbrances of \$153,670.00. Commissioner Piper seconded the motion and all were in favor.

2. FY2025 Appropriation Transfers – The Commissioners reviewed a list of appropriation transfers totaling \$216,379.00. Asst. CA Elsholz noted that these were all standard transfers.

MOTION: Commissioner Piper moved to approve the appropriation transfers for FY2025 in the amount of \$216,379.00. Commissioner Hedberg seconded the motion and all were in favor.

- 3. The Commissioners signed off on the US Forest Service Agreement for Livermore.
- 4. Commissioner McLeod signed the following year end drawdown requests from CDBG:
 - a. LRPC \$20,556.61
 - b. NHARDC \$86,966.24
 - c. WEDCO \$16,700.69
 - d. CEDC \$32,375.43
 - e. BEDC \$915.49
 - f. GRDC \$16,915.56
 - g. WREN \$15,888.64
- 5. Commissioner McLeod signed the following CDBG Micro TA 25-26 Agreements
 - a. BEDC \$\$278,265
 - b. CEDC \$60,060
 - c. GRDC \$249,810
 - d. WREN \$161,865
 - e. North Country Council Professional Services Agreement
- 6. Letter re: 287(g) The Commissioners received a letter regarding the 287:g agreement (* see attached). Commissioner McLeod stated that the letter came from North Country residents who

are concerned about NH Towns and Municipalities assisting in ICE activities. Commissioner Hedberg stated that she agrees with the letter and they have discussed this previously. They looked at it from the potential financial risks. The Commissioners have had the conversations on how they address it and with the current laws going in, none of them came up with a way to revoke the contract, as they did not sign it. There could be potential liability with this agreement, regardless of how one feels about deportations. Commissioner Piper stated that under the current legal framework, she is reassured by Sheriff Myers' comments that her department does not participate in racial profiling and anyone they would detain would have a judicial warrant. Commissioner McLeod stated that this has been her concern all along, legal and financial impacts and the fact that the Sheriff did not have authority to sign the agreement, which uses county funds. Commissioner Hedberg stated that she does not see that there would be a response to this, she feels this was an informational letter to the Commissioners. Commissioner Piper agreed. Commissioner McLeod asked that this letter be forwarded to the Sheriff. Commissioner Hedberg asked that it be forwarded to Rep. Sykes, as the chair of the Delegation.

Commissioner's Issues:

- 1. Commissioner Hedberg stated that Commissioner Piper and herself attended the NACO Conference in Philadelphia. She stated that she felt it was an excellent conference. She noted that the hard part is that every state does counties very differently but there was a lot of good information.
- 2. Commissioner Hedberg reported that Warren Wentworth Ambulance Services went out of business on July 9th. She stated that Commissioner McLeod was able to get to an emergency meeting they held that she was unable to attend. Commissioner Hedberg noted that she was able to meet with the Plymouth Fire Chief on Wednesday. Chief Pierce from Plymouth will be coming to meet with the Commissioners next week to discuss what has been done and what will be happening in the future. Commissioner McLeod stated that she talked with Don Bliss from MRI. They have run into a few roadblocks with the EMS study. They sent the surveys to all services and had some responses but there was a sense that this was an effort to create a county wide service and he has had to address that. The other roadblock is that MRI has been unable to get information from the Bureau of EMS at the State Safety Department because they said it was identifiable data. MRI is working with the state to get the unidentifiable data that they need.
- 2. Commissioner Piper brought back information from the NACO Conference that she felt would be helpful for Grafton County. She stated that she attended the Rural Action Caucus meeting. There were three (3) presenters and there was a presentation by a nonprofit who is offering to work with counties to increase prosperity in the new knowledge economy. She stated that she also went to an all day learning forum on economy and workers. Much of it had to do with housing and childcare, both of which are issues in Grafton County. She noted that Grafton County, with Cheshire County and Sullivan County, as the recipient of a grant, are investigating using county owned land for affordable housing. Commissioner Piper noted the importance of diversity in housing. Commissioner Hedberg noted that brought some information from that caucus as well and stated that the nonprofit is based out of Hartland VT.

Register Monahan was present at the meeting and noted that she attended the Lebanon Affordable Housing BEA lunch and learn. She stated that it was very well done and discussed the meeting with the Commissioners.

Public Comment:

1. Register Monahan read the attached letter into the minutes.

Agenda Items:

1. Non-Public Session per RSA 91-A:3, II (c)

MOTION: * 10:15 AM Commissioner Hedberg moved to enter into a non-public session for the purpose 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 according to RSA 91-A: 3, II (c). Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner McLeod called the roll. Commissioner Piper said, "Yes", Commissioner Hedberg said, "Yes," and Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the board voted "yes" and would now go into non-public session.

- * 10:25 AM Commissioner McLeod declared the meeting back in public session.
- 2. Non-Public Session per RSA 91-A:3, II (a)

MOTION: * 10:26 AM Commissioner Hedberg moved to enter into a non-public session for the purpose 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 according to RSA 91-A: 3, II (a). Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner McLeod called the roll. Commissioner Piper said, "Yes", Commissioner Hedberg said, "Yes," and Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the board voted "yes" and would now go into non-public session.

* 10:55 AM Commissioner McLeod declared the meeting back in public session.

10:55 AM With no further business, the meeting adjourned.

Respectfully Submitted.

Katie Wood Hedberg, Clerk

Grafton County Commissioners' Meeting July 22nd, 2025

Page 5 of 5

Monthly Department of Corrections Activity Report June 2025



Major Incidents:

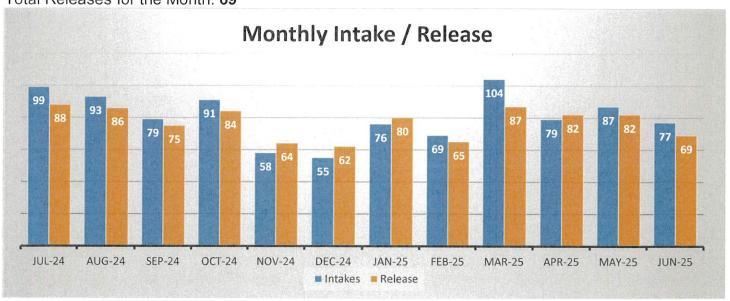
There were no major incidents in the GCDOC in June; a significant medical event is detailed below.

Population Data:

Total Intakes for the Month: 77

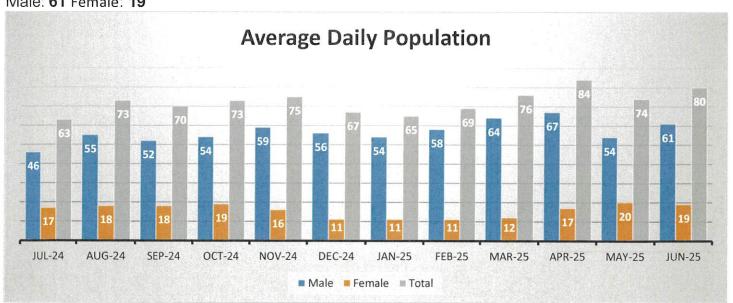
(Coos County Females:5)

Total Releases for the Month: 69



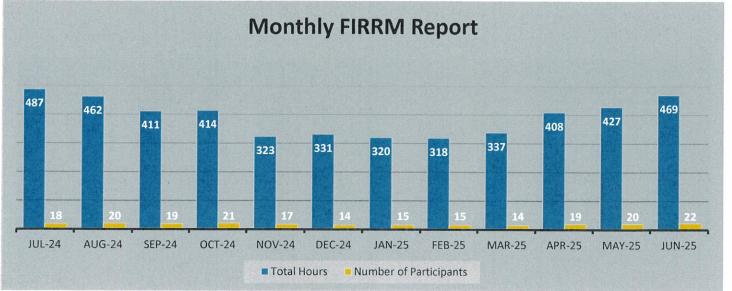
In House Average Daily Population for the Month: 80

Male: 61 Female: 19

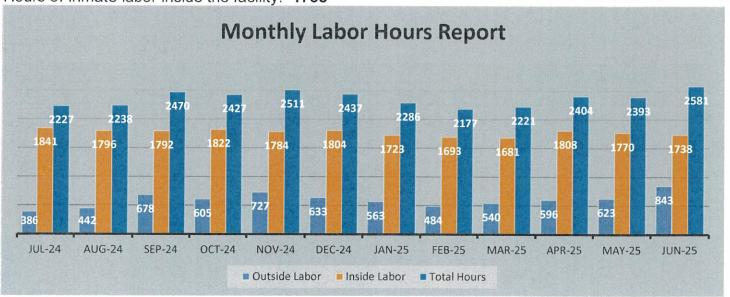


Inmates participating in FIRRM program during the month: 22

Total Participation Hours: 469



Hours of inmate labor outside the facility: **843** Hours of inmate labor inside the facility: **1738**



Food Service:

The average cost per meal was \$1.86 in June. That is a .05 cent increase from May. The DOC served 6959 inmate meals for a total cost of \$12920.

Medical:

One newly hired RN began work in June and a second nurse was hired for the other day shift position and will begin in July. All full-time nursing positions are now filled in jail medical.

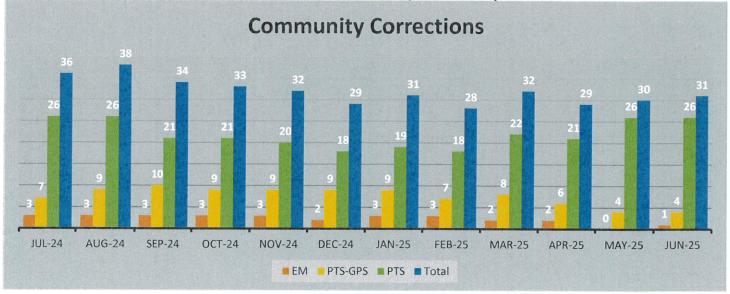
There was one significant medical event in the DOC in June. A woman was brought in for Treatment and Service (no criminal charge) and experienced an overdose event in Intake. Officer Daigle was checking on the woman and asking if she needed anything to eat when she collapsed. Officer Daigle and other staff quickly administered Narcan, summoned jail medical, and the detainee was transported to Cottage Hospital by ambulance and released to family after treatment. Feigned seizures and fainting are common in jails, but this incident appeared to be a legitimate opioid overdose and the Narcan was highly effective.

The incident shows the high liability inherent in holding persons intoxicated on unknown substances in a jail while the individual sobers up vs holding the person in a medical facility. The jail does not have vital sign telemetry equipment and does not have the staff to be 1:1 with T&S detainees.

Community Corrections:

Inmates supervised on Electronic Monitoring: 1 Inmates on Pre-Trial Services with GPS: 4

Inmates on Pre-Trial Services supervised and checked by Community Corrections: 31



Staff:

New officer hires during the month: 4

New officer/supervisor vacancies during the month: 0

Total vacant officer positions at the end of the month (including supervisory rank): 0

Promotions during the month: 0

The jail reached full staffing in June, based on accepted conditional offers. Four new officers accepted conditional offers with July start dates and all officer positions were filled. With the second

RN also starting in July, and an applicant accepting the part time chef position, the DOC had no vacant positions at the end of June.

Significant Developments and Achievements:

Achieving zero vacant positions was a significant achievement. Sgt. Buxton held another Transport and Custody Officer training class in June and most certified officers have now been trained to be Transport and Custody Officers under NH statute.

Significant Problems:

There were no significant problems at the GCDOC in June.

Directors Report:

Grafton County Alternative Sentencing has partnered with the Department of Corrections to submit a request for the hiring of two part-time Certified Recovery Support Workers. These workers will assist individuals in early recovery by helping them access community services.

Director Mitchell actively participates in several key committees and boards, including the North Country Alcohol, Tobacco, and Other Drug Committee, the Upper Valley Sexual Assault Resource Team, the White Mountain Sexual Assault Resource Team, the Haverhill Area Substance Misuse and Prevention Coalition, and the NH Juvenile Court Diversion Network Board.

The Substance Use Treatment Team is committed to biweekly training sessions through the "Treating Addiction in Rural Areas" program, part of Project ECHO (Extension for Community Healthcare Outcomes). This initiative, which will continue for the next year and a half, focuses on interdisciplinary education on topics related to substance use and mental health.

In June, \$79.03 from the Opioid Abatement Funds and \$0.00 from the Local Assistance and Tribal Consistency Fund were used to support participants.

The SIM Transitional Housing Initiative is currently supporting nine individuals. Five rooms are used in Littleton. One room is used in Plymouth and two rooms in Lebanon, with one individual working through the intake process. \$15,535.02 of ARPA funding was used in June.

Census:

Alternative Sentencing and Mental Health Court had 36 active participants, 2 successful completions from MHC, and graduation in July for Diversion participants. There are 13 referrals pending for Alternative Sentencing programs, 13 referrals for Mental Health Court, plus 8 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+

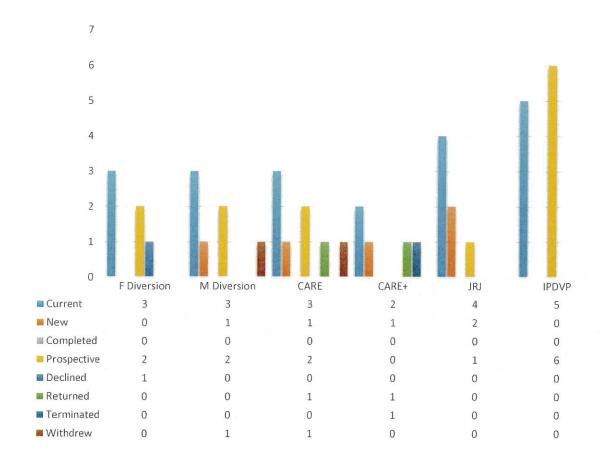
Intimate Partner Domestic Violence Program: Emerge

Mental Health Court Anger Management Assessment and Programming

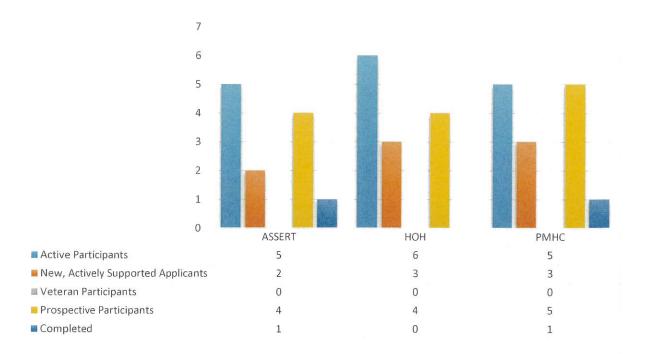
Life Skills Group

Alternative Sentencing Programs

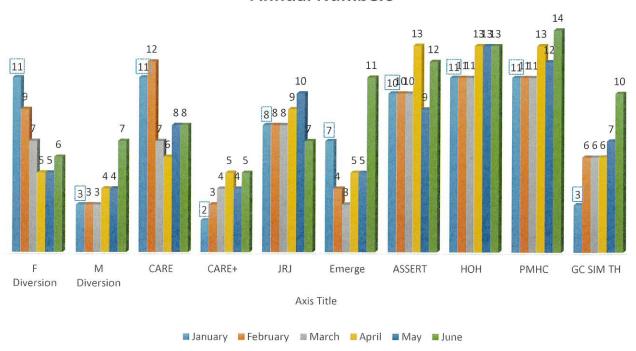
JUNE 2025



Mental Health Court JUNE 2025



Annual Numbers



DEC												
NON												
OCT					¥							
SEP												
AUG												
Jul nul												<u>-</u>
NOI	\$363					\$525	\$75			\$3676.78	\$4639.78	\$16,424.60
MAY	\$288					\$575.25				\$3184.34	\$4047.59	\$12239.58
APR	\$230				\$110	\$575				\$3270.02	\$4,185.02	\$10357.27
MAR	\$100				\$50	\$100				\$1682.31	\$2394.92 \$1882.31	\$7962.35
FEB	\$90					\$403				\$1901.42	\$2394.92	\$5993.04
JAN	\$90.50				\$35	\$250				\$1628.81	\$1969.31	\$3598.12
	AD AD	MISSED	LATE	+ UA's	Anger Manag ement	Emerge	CARE	MISSED	+ UA's	BDAS	Totals	Grand Total

GRAFTON COUNTY TREASURER Michael J. Cryans

Michael J. Cryans 3855 Dartmouth College Highway, Box 1 North Haverhill, NH 03774

603 787-6941 603 443-1901- cell

July 22, 2025

Commissioners:

Requests for bids for Tax Anticipation Notes were sent to all banks on the attached spreadsheet on July 7, 2025, with bids due back by the close of business on Friday, July 18, 2025.

We received proposals from five (5) banks. I have attached the spreadsheet detailing the banks that were sent the RFP and the response received, if any. This spreadsheet shows the various proposals and requirements the different financial institutions provided.

Based on the bids received, I recommend we accept the proposal from Bar Harbor Bank & Trust at 4.65% for our FY 2026 Tax Anticipation needs. Bar Harbor's bid is far below any other financial institution's bid. The overall borrowing costs are equivalent across all the banks.

Thank you for your consideration of this recommendation. I welcome your questions and thoughts.

Respectfully Submitted,

Well flycon

Michael J. Cryans

Treasurer

Tax Anticipation Notes Fiscal Year 2026

Bank	Bid Received	Rate	Opinion Letter Loan Fee	Loan Fee
Passumpsic Savings	7/18/2025	See Below	Yes	Yes
Woodsville Guaranty Savings	Declined to Bid			
Mascoma Savings	7/9/2025	5.75%	Yes	Yes
Northway Bank	No Repsonse			
Bar Harbor	7/18/2025	4.65%	Yes	Yes
TD Bank	No Response			
Franklin Savings	No Response			
Claremont Savings	7/17/2025	2.00%	Yes	No
Bank of NH	7/11/2025	5.25%	Yes	

Passumpsic Savings Options 1-3 Require the County to invest money at Passumpsic Savings.

Option 1 Option 2 Option 3 Option 4

\$250,000 Investment Required

\$500,000 Investment Required \$1,000,000 Investment Required

If the unused committement exceeds \$9,000,000 a commitment fee of .10% will be added. 5.49% 5.35% 5.20% 5.93%

Julie Libby Grafton County Administrator 3855 Dartmouth College Hywy. N. Haverhill, NH 03774

Dear Ms. Libby:

We are North Country residents, including retired attorneys, who are concerned that New Hampshire towns and municipalities assisting in U.S. Immigration and Customs Enforcement ("ICE") activities are exposing themselves—and local taxpayers—to potentially exorbitant costs, including legal costs and fees, judgments and settlements, if ICE "authorizations" and directed activities turn out to violate existing law and the Constitution. You have little control or authority over ICE directed activities, yet ICE takes no legal responsibility for your employees' activities while they are acting under the control or authority of ICE.

Through a program known as 287(g), ICE asks state and local law enforcement agencies to assist it in enforcing federal immigration laws. Some N.H. agencies have agreed to work with ICE, and others, like Manchester, have declined after reviewing the possible downsides of doing so. We believe the potential perils of such assistance should be considered by you, your attorneys and your insurers.

Current Legal Framework

The Supreme Court has ruled that every person in the U.S., whether they are a citizen or not, who is detained for deportation or violation of any law is entitled to certain Constitutionally guaranteed protections including the right to be informed of the charges against them, the due process of law, the right to contact an attorney, the right to be free from cruel and unusual punishment, and the right to equal protection under the law (citing the 4th, 5th, 6th, 8th and 14th Amendments)

It is reasonable for you and other local law enforcement officials to assist federal agencies in serious crime cases, whether by immigrants or U.S. citizens. But the status of being "undocumented" is *not* a crime. In numerous court cases ICE has been accused of ignoring Constitutional rights, racial profiling, detaining people without judicial warrants, and isolating them from families and attorneys. Some, including U.S. citizens, have been deported to other countries.

Legal and Financial Jeopardy in Assisting ICE

Your municipality is exposed to risk if you knowingly and willfully assist ICE in actions that courts later rule violate the rights of lawful immigrants. This risk includes you, your staff and any local officers cooperating with ICE. Municipalities electing to be part of ICE activities under 287(g), whose actions courts later find to be illegal, expose you to serious tort liability for damages under U.S.C. chapter 24, section 1983, and other federal laws. Any such adverse judgments could impact you personally, your staff, and local taxpayers in your community. This is because the federal government is not required to indemnify state and local law-enforcement agencies regarding financial awards resulting from illegal ICE detainments. The cost burden will be borne locally.

While Governor Ayotte has signed legislation declaring it unlawful to impede ICE activities, this creates no obligation for municipalities in the state to actually assist ICE. The decision is yours to make after carefully analyzing the potential financial risks

Our allegiance is to the U.S. Constitution and to protecting New Hampshire municipalities and residents. We urge you to share these concerns with other town officials, legal counsel and insurers. You do not have to incur these risks.

Sincerely

Theodore Bosen, J.D., MBA

Berlin

603/631-7081

tlbosen@gmail.com

Bob Baker, J.D.

Columbia

860/836-6094

abobbaker@aol.com

J. Larry Brown, Ph.D

Lancaster

603/788-3845

brown.jlarry@gmail.com

ATTACHMENT

Asylum and Legal Rights

Asylum is a form of protection granted to individuals who have demonstrated their inability to return to their country of origin due to credible fear of persecution. Once their asylum application is accepted, they are in the U.S. legally and cannot be detained for being here without a judicial warrant. Their legal standing was established by a unanimous Supreme Court order affording them due process under the 5th amendment. ICE is now facing multiple lawsuits alleging violation of this order by detaining people with its own administrative (not judicial) warrants. ICE—and municipalities that assist ICE—are being charged with unconstitutional detention of law-abiding citizens and non-citizens, placing in overcrowded facilities here and in foreign countries, denying medical care and the right to consult an attorney, and even illegal deportation. If courts rule against ICE, and awards financial damages in such cases, municipalities assisting ICE are exposing themselves to significant financial burdens as well.

Municipal Risks for Assisting ICE

A number of U.S. citizens and non-citizens detained by ICE have already filed suit for their trauma and losses (U.S.C. ch.42, section 1983). *Any person* illegally detained by ICE has three years after their release to file for damages, and any state or municipal law enforcement agency cooperating with ICE exposes local officers and taxpayers to civil liability and expensive litigation, including possible damages in the hundreds of thousands or more. ICE does not indemnify municipalities for expensive litigation or subsequent awards for damages.

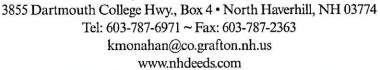
- ICE does not reimburse cooperating local agencies for salaries, benefits and administrative costs. In Harris County, Texas the sheriff terminated his ICE agreement due to at least \$675,000 in local cost to taxpayers.
- ICE does not immunize you from litigation. Local law enforcement agencies can be sued for detaining a person based on an ICE (administrative) warrant. There already are numerous examples of municipalities paying upwards of \$50,000 in settlements for unlawfully jailing someone while assisting ICE.
- Money damages may be awarded against both the municipality and individual officers, posing high-risk financial exposure for assisting in ICE detentions. Even deputized officers remain individually vulnerable for personal money damages.
- Cooperation with ICE also exposes local municipalities and individual officers to liability for civil rights violations such as racial profiling, resulting in monetary claims under tort law.
- People have many different views regarding immigration, but pragmatism suggests careful consideration by each municipality of the substantial financial risks for assisting ICE. There is no cost to municipalities if they decline to participate in ICE enforcement activities.

NOTE: Source citations are available upon request.



Grafton County New Hampshire Register of Deeds

Kelley J. Monahan/Register





July 22, 2025

Dear Commissioners,

I am respectfully requesting that the Grafton County Board of Commissioners pause on a decision to move ahead this year with the proposed courthouse project.

As the Constitutional Officer with the authority over protection of the records, I have made my position clear to you regarding my opposition to this forced move of the Grafton County Registry of Deeds.

I am requesting that you reach out to the United States Treasury Department and inquire if the ARPA funds that were approved for the design and engineering studies on this project be expanded and broadened to incorporate a third party, professional, independent analysis of all departments on this complex and the projected needs over the next 20-30 years.

The principal planners of this project have tunnel vision and a track record of self-serving whims over actual needs.

The timing of this project is in itself a poor decision with the uncertainty of building costs and interest rates.

In a race against time to spend the \$750,000 in ARPA funds by December 31, you are moving ahead with deception and at a reckless pace to waste \$48,000,000 based on the opinion of very few unelected people.

I have spent my fifteen years of service to this county requesting an independent master plan for this county complex.

Partisans want vs need makes the taxpayer of Grafton County the victim.

Kelley J. Monahak