

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

March 24, 2026

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

OTHERS: Bob Thompson – NCHC, Lauren Pierson - NCHC, Rob Akesson- NCHC, Alternative Sentencing Director Mitchell, Department of Corrections Superintendent Lethbridge, Register Monahan, Maintenance Superintendent Oakes, Nick De Mayo – via Teams, Janice Novak – via Teams, Terry Spahr – via Teams, Howard Hatch – via Teams.

Commissioner McLeod called the meeting to order at 9:10 AM.

Bob Thompson, Lauren Pearson, Rob Akesson– North Country Health Consortium – Opioid Abatement Request

Commissioner McLeod stated that this program sounds very important to this county. She stated that they currently do not have enough to fund even one (1) of the three (3) years, but explained that the county is looking into an upcoming RFP process to apply for more Opioid Abatement Funding through the state. She added that they do not know what the focus of those funds will be. Commissioner McLeod suggested that NCHC reach out about those funds as well. There are a number of county representatives on the Opioid Abatement Funds committee that they can reach out to as well.

Commissioner Hedberg stated that they all appreciate the work NCHC has done. The program is a great program, but the county currently does not have the funds for it. She explained they do not know when more funds will be available, but she would be in favor of keeping this request as a priority if the county were to receive a significant amount of funding in the future.

Commissioner Piper stated that this was a great presentation and she appreciates the work that has been done. She apologizes that the county does not have the funds and that they are unable to help today. They have been redirecting requests that come in, and the county is working to find out more information about the upcoming funds. Commissioner Piper explained that the state kept 85% of the Opioid Abatement funds, and 15% was then distributed to the local entities that were involved in the lawsuit.

B. Thompson stated that they understood prior to this meeting that the funds were not currently available, and the next step is raising awareness for the need of these funds to help those who need them.

Commissioner McLeod stated that she believes in distributing these funds to help save lives, but unfortunately, they do not have the amount NCHC is looking for. She noted that the Commissioners may be able to fund other smaller requests that come in, but are unable to fund

this request at this time. She agrees that spreading awareness about the needs of these funds is very important.

B. Thompson stated that he appreciates the Commissioners' understanding of the importance of this program. Commissioner McLeod stated that she does not want anyone to think that the Commissioners are denying this request, and that it is due to the lack of funding at this time.

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

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

Inmate Transfer – Supt. Lethbridge stated that a recent arrest that was brought into the facility had detailed information about the physical structure and security equipment used in the DoC. He requested that Coos County hold this inmate under an administrative transfer.

MOTION: Commissioner Hedberg moved to approve the transfer of inmate Darrell Dietlein to Coos County DoC and Grafton County will be responsible for any medical expenses this inmate incurs. Commissioner Piper seconded the motion, and all were in favor.

The Commissioners opened bids for an Inmate Communications System. Four (4) bids were received from the following vendors:

- Smart Communications
- ICSolutions Advanced Technology
- Viapath Technologies
- Securus Technologies

Supt. Lethbridge stated that he hopes to have a recommendation at his next monthly meeting once his evaluation committee has had time to review the proposals. He explained that they have a system in place if there is no clear vendor to select, to have the vendors come in for an interview.

FY2027 Register of Deeds Budget - Register Monahan

Revenue

She stated that the Register of Deeds is currently \$103,000 ahead of revenue, and she anticipates the same moving forward into the next fiscal year. She is projecting a \$150,000 increase in revenue for FY27.

Expenses

Internet – Register Monahan stated that this \$4,800 expense has been moved to the IT budget.

Microfilm Storage and Annual Production – July begins a new five (5) year renewal of their Fidlar contract.

Computer Software Contract – Register Monahan stated that they have not had an increase in this line in the last two (2) contracts they have had. There will be a modest increase, and she has increased this line by \$20,000.

Office Supplies – Register Monahan stated that this line is mostly spent at the end of the fiscal year.

Maintenance Supt. Oakes – FY2027 and Fuel Bids

CA Libby stated that Supt. Oakes had to rebid the fuel contract that was approved last week because the price from Dead River had changed when Supt. Oakes went to sign the contract. The Commissioners opened bids for off-road diesel. One (1) bid was received as follows:

- Dead River - \$3.8543

Supt. Oakes stated that he will call Dead River to confirm today's price, and he will return.

Agenda Items:

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the March 17th meeting. Commissioner Hedberg had a couple of grammatical edits.

MOTION: Commissioner Piper moved to approve the minutes from March 17th as amended. Commissioner Hedberg seconded the motion, and all were in favor.

2. The Commissioners signed the check registers 1138-1140.

Supt. Oakes returned

Supt. Oakes stated that Dead River will honor the bid of \$3.8543 per gallon for off-road diesel.

MOTION: Commissioner Hedberg moved to revoke Dead River's previous bid of \$3.6042 from last week and to accept the bid from Dead River today of \$3.8543 for the off-road diesel fixed price. Commissioner Piper seconded the motion, and all were in favor.

Supt. Oakes reviewed the attached budget summary document with the Commissioners. (* see attached)

Commissioner Piper noted that they are seeing many increases due to the rising costs of utilities. Supt. Oakes stated that they cannot negotiate those prices, but they can control things such as energy consumption, and they do their best at that.

Capital Outlay

Supt. Oakes noted that he has included a 10% contingency in each capital outlay request.

Underground Storage Tank (UST) Sump Repair – Supt. Oakes explained that the sump cover and concrete skirt ring are compromised by corrosion. Ice buildup pushed the cover and ring proud of the pavement. A snowplow caught the edge and destroyed the skirt ring. He has budgeted \$7,645.00.

Engineering of HVAC & Refrigeration Systems Upgrade – Supt. Oakes stated that all of the HVAC and refrigeration equipment in the Nursing Home and Administration Buildings are at or past life expectancy per ASHRAE standards. He noted that most of the equipment needing replacement currently uses R22 refrigerant, which is exponentially scarce and very expensive to purchase. He has budgeted \$18,020.00.

Asphalt Crack Sealing – Supt. Oakes stated that if this is not addressed, it will accelerate the breakdown of the asphalt. He has budgeted \$25,818.00.

Restripe Pavement Markings – Various pavement markings are faded, and once all paved surfaces are crack sealed, the existing pavement markings will be defaced. Supt. Oakes budgeted \$13,212.10.

Agenda Items:

1. Other Funding Sources Monthly Update – CA Libby reviewed the attached sheet with the Commissioners.

2. Opioid Requests – The Commissioners discussed two (2) new requests for Opioid Abatement funds. CA Libby stated that Littleton Fire Rescue requested \$64,000 in funding to support targeted, evidence-based initiatives that address the ongoing impacts of substance use disorder on our emergency response system and the communities they serve. The three (3) specific initiatives these funds would support are as follows:

1. Mobile Integrated Healthcare (MIH) Program Support.
2. Community CPR and AED (Heart Safe Community) Initiative.
3. First Responder Mental Health and Wellness.

CA Libby stated that the Lisbon Fire Department has requested roughly \$50,000 in Opioid Abatement Funds to purchase a Zoll cardiac monitor for their second ambulance that would be an essential piece of equipment in opioid related emergency responses. Commissioner Piper stated that she supports one-time expenses from communities. Commissioner Hedberg stated that if they fund equipment, they can look at funding, but it is hard to fund something with a small amount of money because they want to make sure it will be sustainable in the future. She noted that their goal is to give this money away, but she feels the Commissioners need to see the various requests that have been submitted in their social services budget that may be able to be funded through Opioid Abatement Funding. Commissioner Piper stated that when it comes to

funding equipment purchases, it does not obligate the county in the future. Commissioner Hedberg noted that she is in support of spending these funds, but she would like to not spend them this week until they have a couple of weeks to look through the budget. She stated that she does not want to say no to these agencies, but that they would look at their requests in a couple of weeks. The social service agencies have done their part in submitting an application, and she would like to see if any of them can be funded through the Opioid Abatement funds. Commissioner McLeod stated that she is in favor of zeroing this account out and making sure they are not hanging on to funds. Commissioner Piper stated that she is reluctant to wait to look at the social services budget before deciding what to do with these funds. The Commissioners discussed funding part of Littleton Fire Rescue's request for their initiatives through the LATCF funds and funding their request for equipment through the Opioid Abatement funds. The Commissioners also agreed that they would like an estimate from the Lisbon Fire Department for the cardiac monitor.

MOTION: Commissioner Piper moved to provide the Lisbon Fire Department up to \$50,000 from Opioid Abatement Funds for the purchase of a Zoll cardiac monitor, pending receiving an estimate for the monitor. Commissioner Hedberg seconded the motion, and all were in favor.

MOTION: Commissioner Piper moved to provide Littleton Fire Rescue \$15,000 from Opioid Abatement Funds for Community AED/CPR Initiative, \$34,000 from LATCF Funds to Littleton Fire Rescue for Mobile Integrated Healthcare (MIH) Program Support, and \$15,000 from LATCF funds for First Responder Mental Health and Wellness.

Discussion: Commissioner Hedberg noted that the Community AED/CPR Initiative includes Narcan, which is an important piece of their approval of the funding through Opioid Abatement funds.

Commissioner Hedberg seconded the motion, and all were in favor.

3. Commissioner McLeod stated that April 6th at 1 pm is the New Hampshire Opioid Abatement Funds meeting, and she would encourage people to contact their local members who sit on that committee.

4. CA Libby stated that the municipal certification that was signed as part of the NHARDC public hearing by Commissioner Piper needs to be signed by Commissioner McLeod.

4. CA Libby presented a contract from Livermore to do the 2026-2028 Cyclical Revaluation for the Commissioners to sign.

Public Comment:

1. Nick De Mayo stated that when the Commissioners were talking about Supt. Oakes, Commissioner Piper mentioned step increases and merit pay. He stated that the employee who caused the mishap with the polishing of the fuel should not be entitled to a step increase because he cost the county \$5,000. N. De Mayo asked how inmate accounts are handled and how much

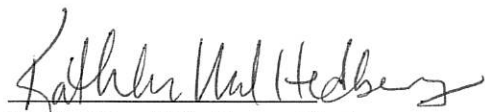
they accrue. He noted that the NCHC Opioid funding request is not taxpayer money, so they do not have a funding issue with that request.

2. Rep. Spahr stated that yesterday, Mr. De Mayo had mentioned issues with the audio, and he wanted to note that the audio sounds great today. He stated that it will be interesting for the Executive Committee to get an idea of the social services and what percentage of other county budgets are going towards social services. It would be good to see if Grafton County is higher or lower than other counties based on our budget. Rep. Spahr stated that, in regard to some of the nonprofits that the county is funding and the discussion regarding casinos, there are fourteen (14) casinos that the State of New Hampshire licensing allows for eighteen (18) casinos. Rep. Spahr reported that there is a substantial increase in revenue that is going to the charitable portion of gaming. He has introduced it to a number of nonprofits. He suggested that the Commissioners ask these nonprofits that are applying for funding through the county if they have looked into the casinos as a possible revenue stream. Rep. Spahr noted that the casino in Lebanon, in January alone, gave \$300,000 to charities. These are unrestricted funds that can be used for anything. He stated that he is on the Charitable Gaming Commission and would be happy to speak to these agencies.

Commissioner McLeod closed the public comment part of the meeting. She stated that they would address a few concerns and misunderstandings. Commissioner McLeod stated that the county is not paying inmates. Inmate Accounts refers to each individual inmate's account that they fund and use to purchase commissary or make phone calls. Commissioner McLeod noted that the NCHC request was for over \$500,000, and the county does not have enough Opioid Abatement Funds left to fund that request. Commissioner McLeod thanked Rep. Spahr for the information. CA Libby asked to clarify the disbursement of Opioid Abatement Funds. She explained that counties do not get 1/10th of 15% of Opioid funds. 23 entities receive a portion of that 15%, and it is based on population. This is why Grafton County receives a smaller portion.

11:50 AM with no further business, the meeting adjourned.

Respectfully Submitted,



Katie Wood Hedberg, Clerk

Directors Report:

No updates in the month of February. The Alternative Sentencing Department is running at status quo. All new staff continue to receive training and support as they navigate their positions in the AS Department and at the Department of Corrections.

Census:

Alternative Sentencing programs census of active participants totaled fourteen in February. There were no completions this month.

Mental Health court had a census of active participants totaling twenty-three in February. There were two completions this month.

The Sequential Intercept Model Transitional Housing Program holds five individuals that have not yet been placed in long term housing. Two individuals have been successfully placed.

The CRSW re-entry support services have assisted seven individuals in February and have successfully set up support for two by the end of the month.

***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

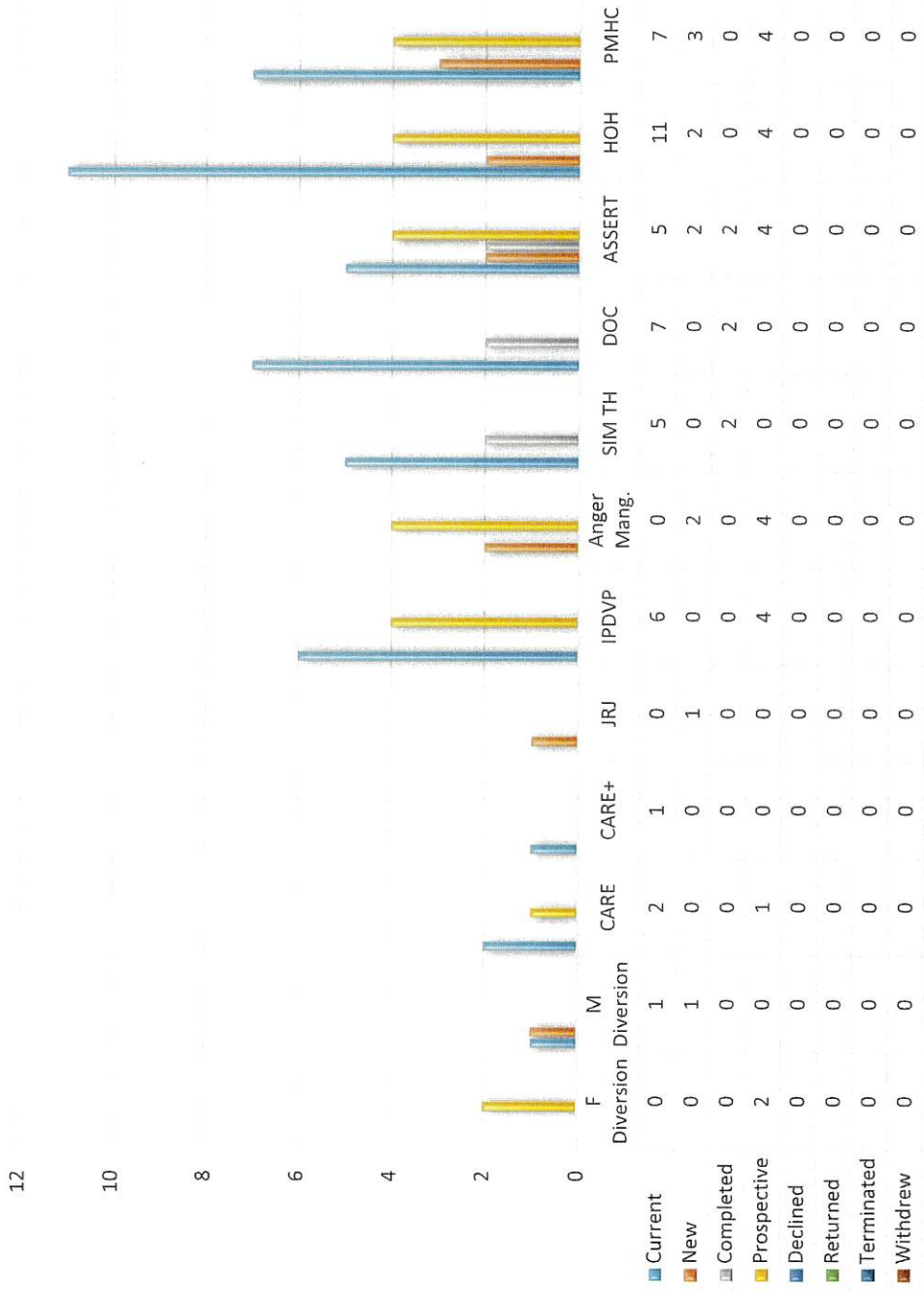
Mental Health Court

Anger Management Assessment and Programming

Life Skills Group

Alternative Sentencing Programs

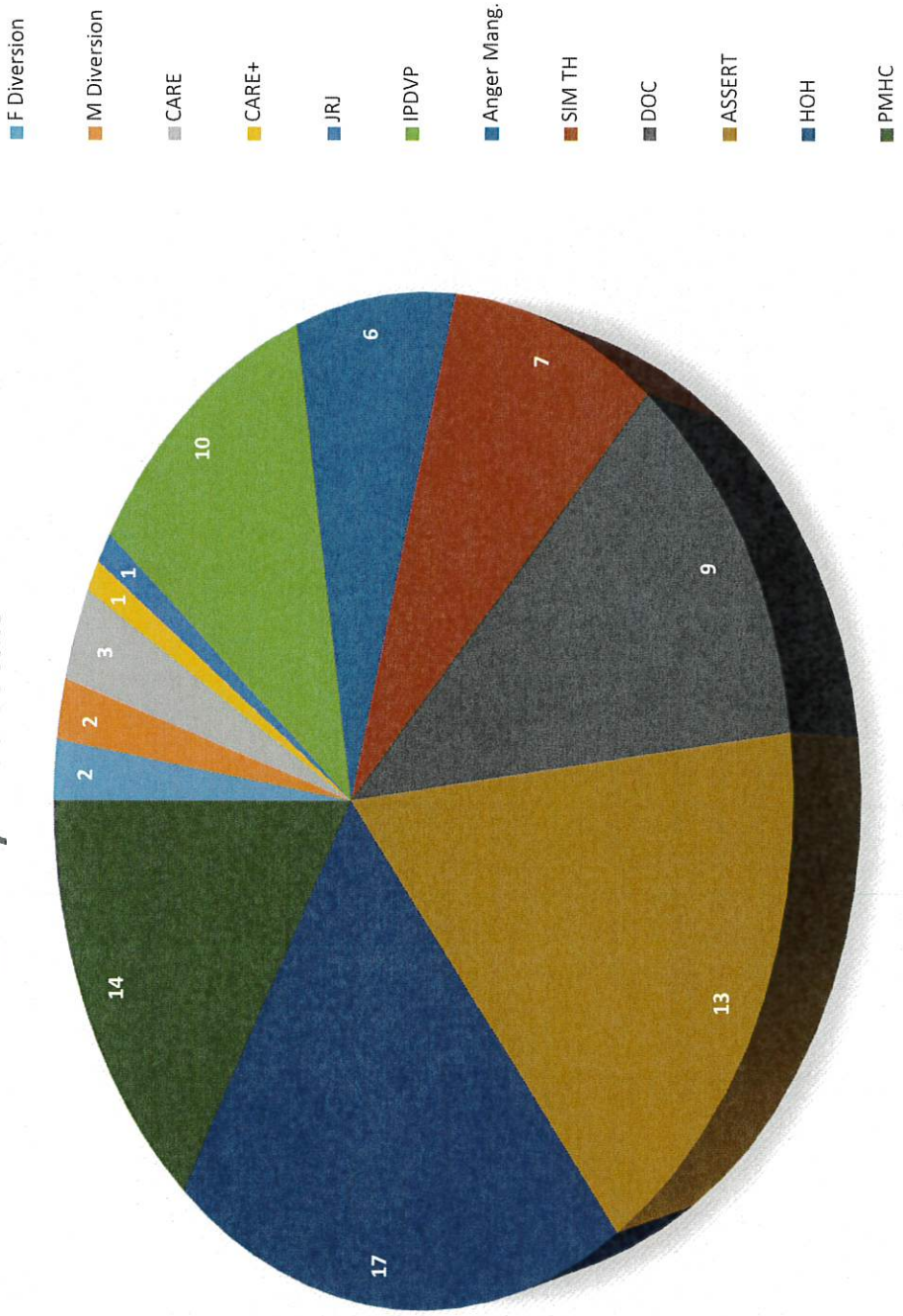
FEBRUARY 2026



GRAFTON COUNTY ALTERNATIVE SENTENCING REPORT: FEBRUARY 2026

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
JRJ												
AD	\$175.00	\$80										
MISSED												
LATE												
+ UA's												
Anger Management	\$80	45										
Emerge	\$600	\$175										
CARE												
MISSED												
+ UA's												
BDAS	\$1,751.08	\$2,084.57										
Totals	\$2,606.08	\$2,384.57										
Grand Total	<u>\$2,606.08</u>	<u>\$4,990.65</u>	-	-	-	-	-	-	-	-	-	-

Monthly Case Totals



Monthly Department of Corrections Activity Report

February 2026



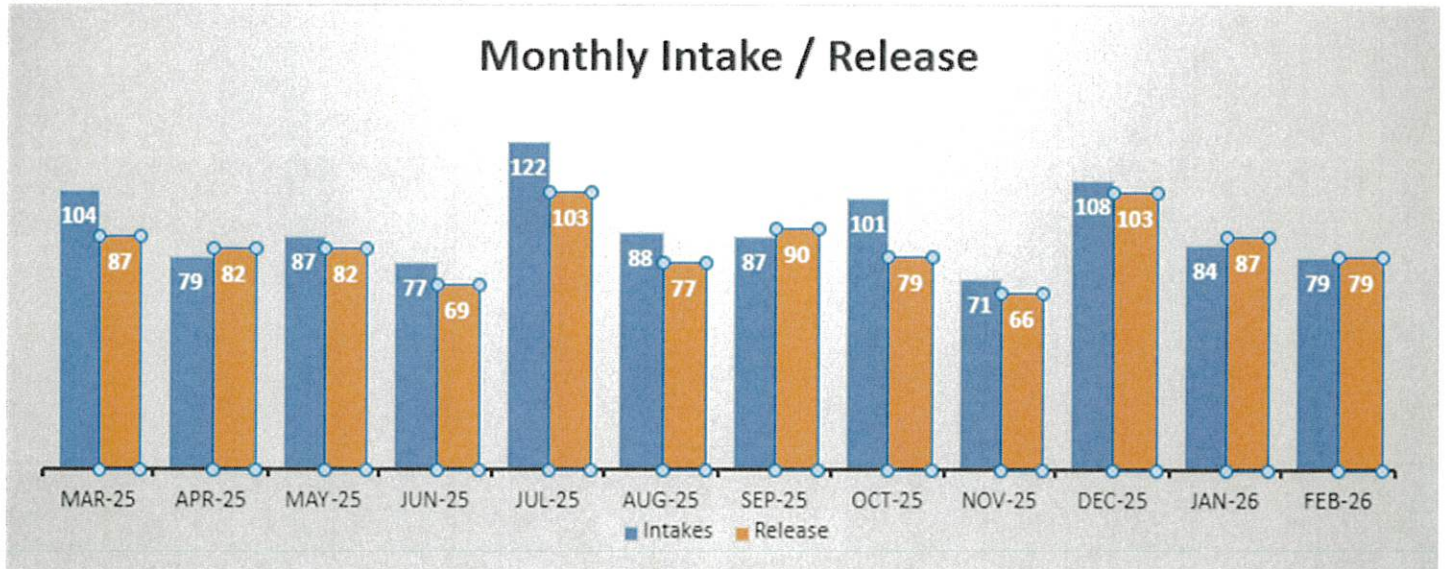
Major Incidents:

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

Population Data:

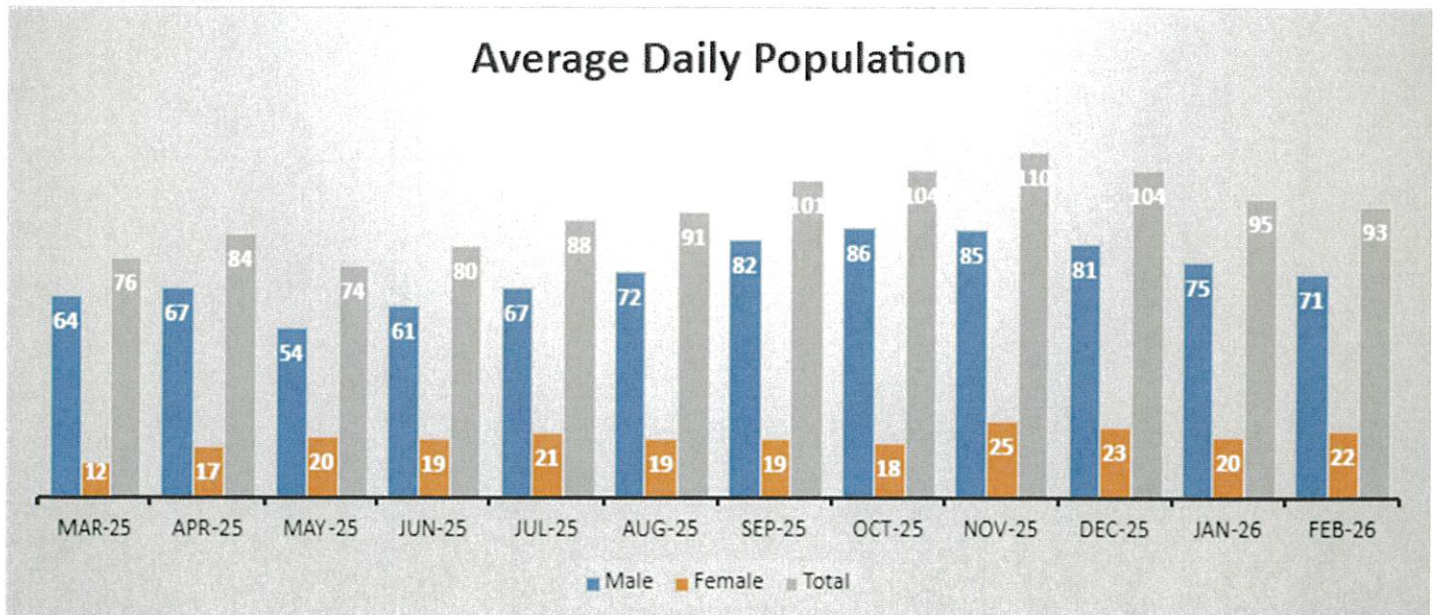
Total Intakes for the Month: **79** (Coos County Females:9)

Total Releases for the Month: **79**

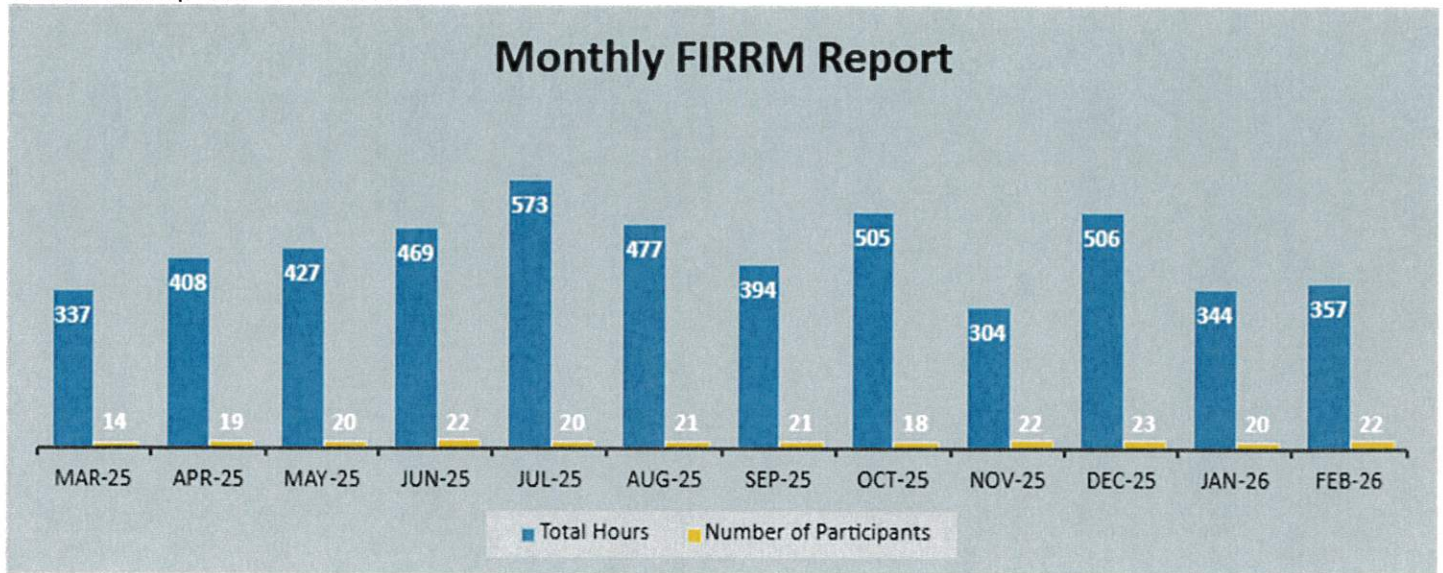


In House Average Daily Population for the Month: **93**

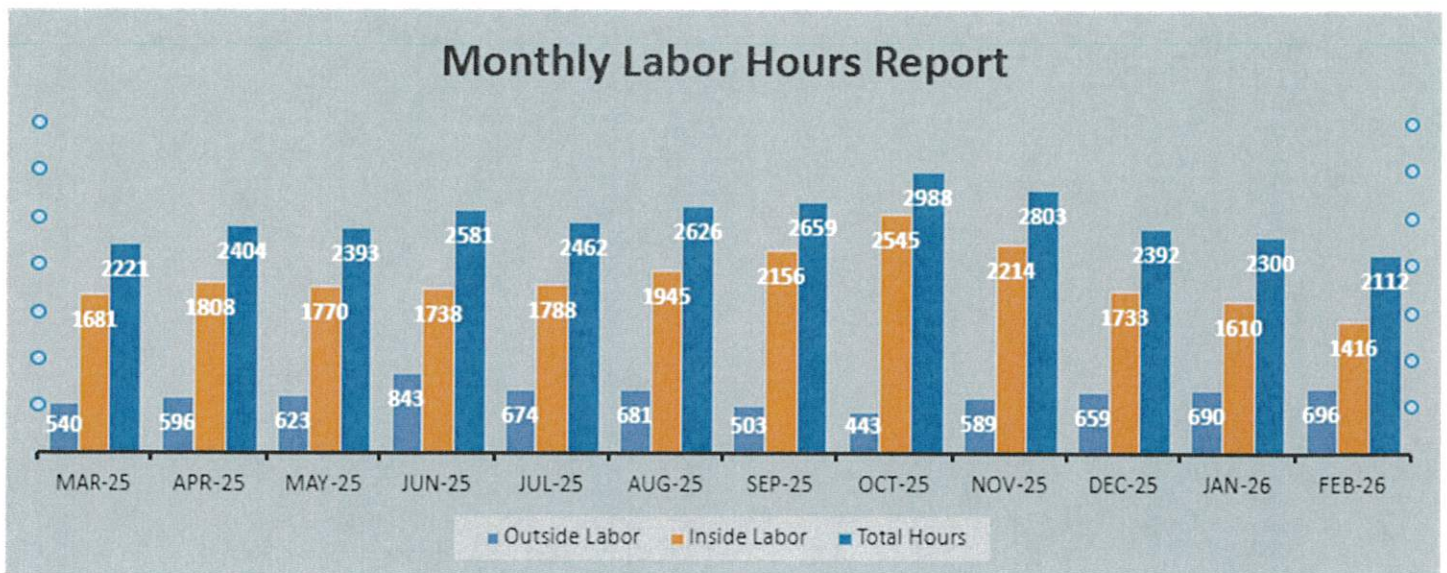
Male: **71** Female: **22**



Inmates participating in FIRR program during the month: **22**
 Total Participation Hours: **357**



Hours of inmate labor outside the facility: **696**
 Hours of inmate labor inside the facility: **1416**



Food Service:

Average per meal cost to feed each inmate: \$1.88

The cost per meal held steady from January. 7353 inmate meals were served during the month of February, for a total food expenditure of \$13793. The jail kitchen benefited from 350 pounds of potatoes from the County Farm in February.

Medical:

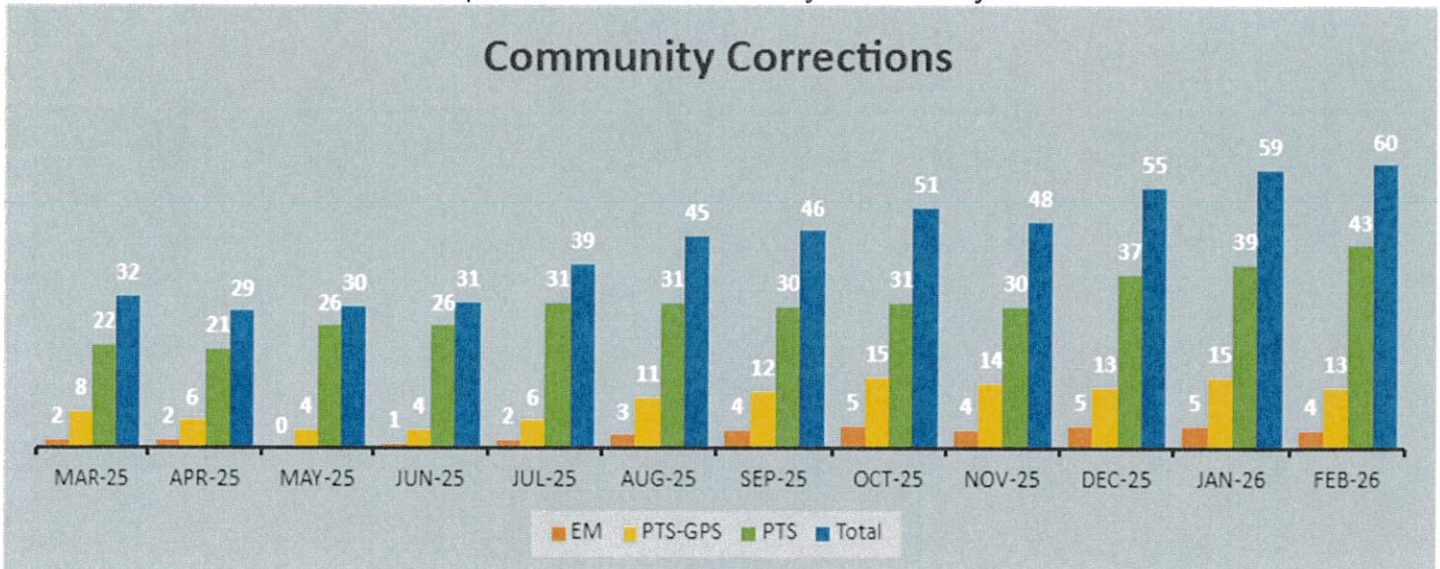
Medical conducted interviews and identified two LPN traveling nurse candidates to assist in jail medical. Both candidates accepted contracts to begin at the start of March 2026. This will provide 24 hour nursing coverage in the jail and relieve pressure on the full time nursing staff.

Community Corrections:

Inmates supervised on Electronic Monitoring: 4

Inmates on Pre-Trial Services with GPS: 13

Inmates on Pre-Trial Services supervised and checked by Community Corrections: 60



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): 0

Promotions during the month: None.

Significant Developments and Achievements:

The DOC completed a Request for Proposals for a consolidated inmate communications contract, including phone service, video visitation, and a tablet-based education platform. Four vendors expressed interest in the RFP; all four companies sent representatives for the walkthrough and tour of the facility. The due date for the vendors to submit proposals is 3/23/26. The DOC has a scoring instrument prepared to evaluate these proposals and will be using an evaluation committee to do the scoring. The RFP allows the evaluation committee to request presentations and demonstrations of the vendor's systems.

Significant Problems:

There were no significant problems in the Dept of Corrections during February.

FY27 MAINT. DEPT. REPAIR & MAINTENANCE BUDGET – SUMMARY

The following comparison will change once a diesel fuel contract is signed.

FY26 Budget Request (before allocations) - **\$3,278,169**

FY27 Budget Request - **\$3,507,133**

(Difference: **\$228,964** / Increase: **6.98%**)

Wages & Benefits (accounts 001 – 130)

- Salary increases:
 - (001) COLA increase
 - (002) COLA & merit increases for some / Electrician grade change (G13/S11 to G14/S10 \$0.70 per hour raise effective July 26) based on HR position review & recommendation
 - (004) New, lower paid employees who will receive COLA & merit increases
 - (005) COLA & merit increases for some
- Wages in Lieu of Health Insurance (010) Increased 1 new employee
- Health Insurance (120) Increased premiums

Education & Conferences (170) - Encumbrance of \$2,000 from FY26 budget is cause for 53.3% reduction in FY27 request

Contract Services (accounts 291 – 299)

- Complex (290) Hydrant fee increases / biennial cleaning of 44 storm drains / NHDES increased emissions fee
- Nursing home (291) 66% price increase on trash & recycling / 75% of \$12,564 generator repair that includes rental of temp generator / Rate increases on UST inspection/test, ozone preventative maintenance & elevator and sprinkler inspection/test
- Courthouse (292) 66% price increase on Trash & recycling
- Administration Building (293) 66% price increase on Trash & recycling / other rate increases on UST inspection/test, elevator preventative maintenance and sprinkler inspection/test
- DOC (297) 66% Trash & recycling price increase / Sprinkler system 5-year internal pipe inspection / 5-year renewal of JACE software maintenance agreement

- Biomass Plant (299) 25% of \$12,564 generator repair that includes rental of temp generator / Sprinkler 5-year internal pipe inspection / 5-year renewal of JACE software maintenance agreement - all offset by

Electricity (accounts 619 – 628)

On 1/30/26 Woodsville Water & Light Department Superintendent Kevin Shelton said, “The supply contract for electricity will renew in Q4 this year (November timeframe), and I cannot anticipate at this time where the pricing will be as that process has not begun yet and what that may do to rates. We are investing over a million dollars in the system, including substation upgrade and stepdown transformers to convert two remaining circuits.” I budgeted a 15% increase as a hedge against the unknown costs we will incur starting November of 2026. Additional costs will be incurred for increased consumption at the locations mentioned below.

- Courthouse (620) 12,000 KWh increase
- DOC (627) 90,000 KWh demand increase

Water (accounts 629 – 638)

On 1/30/26 Woodsville Water & Light Department Superintendent Kevin Shelton said, “I would anticipate increases of at least 10% for water rates as there are state mandated expenditures at the water plant being planned to include service line inventory work, water treatment lab equipment and the probable addition of UV light disinfection treatment at the water plant.” Meter fees will increase from 4% to 10% dependent upon meter sizes. All changes become effective in January 2027. Additional costs will be incurred for increased consumption at the locations mentioned below.

- Nursing home (632) 8,000-gallon increase
- DOC (637) 300,000-gallon increase (increased census)

Sewage (accounts 639 – 648)

On 3/18/26 Woodsville Water & Light Department Superintendent Kevin Shelton said there would be a 22% sewer increase to help cover rising operational costs and to start defraying the cost of a \$6.5 million upgrade to the wastewater plant, which was approved by voters on 3/17/26. This 22% rate increase becomes effective in January 2027. Additional costs will be incurred for increased consumption at the locations mentioned below.

- Nursing home (642) 8,000-gallon increase
- Farm (644) 210,000-gallon increase (under-budgeted in FY26)
- DOC (647) 300,000-gallon increase (increased census)

Fuels (accounts 649 – 658)

I had to rebid the FY27 diesel fuel because the contract Dead River provided did not match the approved proposal from last week. They said the price changed in the short time they submitted the bid and the time needed to execute a contract. With this said, the diesel price for FY27 is ambiguous now and will be updated accordingly once we sign a contract.

Fiscal Year →	FY26	FY27	Change
Woodchips	\$71.8 per ton	\$71.80 per ton	\$0
Propane	\$1.6449 per gallon	\$1.6449 per gallon	\$0
Diesel	\$2.977 per gallon	?	?
Heating Oil	\$2.829 per gallon	Won't procure	N/A

Additionally, some accounts have significant changes due to the reasons stated below.

- Nursing Home (649) Reduced heating oil 4,000-gallons / increased propane usage 4,000-gallons (increased census)
- Admin. Building (650) Reduced heating oil 1,000-gallons
- Courthouse (651) Reduced heating oil 2,000-gallons / increased propane 50-gallons
- Alt Sentencing (652) Increased propane 200-gallons
- Maint/Farm Bldg. (653) Increased propane 300-gallons
- DOC (657) Increased diesel 750-gallons

Vehicle Maintenance (730) Encumbrance of \$5,000 from FY26 budget is cause for 41.8% reduction in FY27 request

Repair & Maintenance (accounts 805 – 838)

The accounts listed below

- Care of Grounds (805) Bollards to protect fire hydrant / refurbish footbridge to gazebo / Generator shed and switch gear shed steel doors and frames rotted out & need replacement
- Farm (810) Rewire pulsators throughout main barn and replace 5,000 lineal feet of siding on South elevation of South section of dairy barn.
- Alternative Sentencing (812) Add snow rails to protect generator and AC condensing units

- Nursing Home (830) Proliferation of bed & tub repairs and increased cost for parts / 15 replacement windows / Need to replace a couple air handler heat coils / Can reduce \$1,000 if NH replaces dish machine (carried in Craig's Capital Reserve account)
- Administration Building (831) 18 window replacements

Structure insurance (accounts 930 -938) All are up approximately 34% on average.

New Equipment & Small Tools (accounts 970 -971)

- New Equipment (970) Hydro seeder for restoration of grounds in springtime, sheetrock dust collection tool, a dedicated floor stripping vacuum and two replacement carpet vacuums.
- Small Tools & Misc. (971) Increased cost for office supplies, PPE & water nitrate test kit replacement needed

Grafton County Funding

2/28/2026

Program	Balance Received	Funds Obligated	Funds Spent	Balance Available
LATCF	\$ 577,330.50	\$ 164,387.91	\$ 97,212.09	\$ 315,730.50
Interest Earned - ARPA	\$ 771,154.42	\$ 272,234.64	\$ 291,098.43	\$ 207,821.35
Opioid Abatement Funds	\$ 1,105,613.29	\$ 468,531.50	\$ 388,576.75	\$ 248,505.04