

City Council Meeting Minutes  
October 26, 2015

**Call to Order**

Mayor Merrifield called the meeting to order at 7:01 p.m. in the Council Chambers, Franklin City Hall. Salute to the Flag was led by Councilor Wells.

**In Attendance**

Councilor Feener, Councilor Desrochers, Councilor Wells, Councilor Dzujna, Councilor Starkweather, Councilor Barton, City Manager Dragon and Mayor Merrifield.

**Agenda Item II.**

At this time, Agenda item II was moved up, as Agenda Item I was going to take an hour and this item would not take as long.

**City Council to consider approval of allowing the National Guard to connect to the Radio Tower located on Pleasant Street.**

City Manager Elizabeth Dragon stated all documents have been turned over to the City Attorney Paul Fitzgerald. She spoke with Chief Lachapelle about Lakes Region Dispatch locating on the tower and they were going to be in contact with the National Guard to make sure they both could locate on the tower without any interferences. Gary Lytle, of the New Hampshire National Guard, was present. He stated they have not heard from Lakes Region Dispatch as of this time. He stated neither should interfere with each other. City Manager Dragon stated they don't believe there will be an interference but that she is leaving this up to those qualified to determine this. A draft MOU was in the packet tonight, but it is not approved and some verbiage from Lakes Region Dispatch may be necessary.

After a discussion by the board, it was indicated that this item would remain on the agenda for the November 2<sup>nd</sup> meeting and hopefully all of this will get worked out over the next week.

**Agenda Item I.**

**City Council to meet with County Officials.**

Ross L. Cunningham, Superintendent for Merrimack County Department of Corrections, was present to give a presentation on the Community Corrections Center Facility Action Plan. This plan is an outpatient/work release type of program, for those offenders that are not considered high end offenders who are committed for a year or less, and until the incarcerated find a job and a place to live they would pay 1/3 of what they make during their work release back to the County. This is a program designed to keep the return rate of inmates down. The program would be an intervention program that consists of treatment, treatment groups and work release with monitoring afterwards. The treatment program for the high risk offenders would be at 200+ hours.

It was indicated it would be about 42 million to build a new building, but the fit up for the existing building would be about 9-10 million.

They are hoping to have the program up and running in a few weeks. It takes approximately 30 days to get someone into the program, and during this time they can set up their Medicaid so it is in place when they leave, depending on them having a job and a place to live, so that they will have a means to get their med's so they are not self-medicating as this is what leads to repeat offenders. The first 30-60 days are the most crucial for a newly released inmate and if they have their treatment underway and a job and a place to live then they are less

likely to re-offend. It was indicated without this program the recidivism rate is 52% and with this program the rate is around 18%.

(See attached powerpoint for all information covered in the presentation.)

Some questions after the presentation included:

1. How will the drug court affects this program? Mr. Cunningham stated that if you envision the program as a set of stairs, the drug court is the lowest step with diversion to help the low risk. The second step would be this program, and would be for those that did not do well on step one. This gives them incentive to do the right thing or go to the next step, ultimately being re-incarceration. Step three is when you have exhausted all other options, and now you will be incarcerated at the county jail or prison.
2. What is the cost for upgrading the facility and the cost for an inmate in the county jail for a year? Mr. Cunningham stated it would be 9-10 million to update the building and an RFP is out for persons to look at the old facilities. It was indicated that one inmate costs the state about \$35,000 a year, and this is an estimate. When you have an inmate with medical issues this number goes up substantially.
3. When will the program would be up and operational? It was stated in a few weeks they will be able to do the inpatient program.
4. Will Federal grants be available? Mr. Cunningham stated there are no grants for the Bricks and Morter, but for staffing of the facility there is grant availability.
5. Is the man-power estimated on the low end? Mr. Cunningham stated that new positions will be augmented from existing personnel and they will have to reallocate security supervisors.
6. Who pays for the Medicaid in this program, as when the persons are incarcerated the tax payers incur the expense? Mr. Cunningham stated they are hoping for reimbursement and if there is a hard release date then they can apply for the person 30 days in advance. Currently if something happens there is a 24 hour window where you need to apply to Medicaid for them to reimburse the cost of medical expenses for an incarcerated individual.
7. Has the increasing drug problem been factored in? Mr. Cunningham stated that it does. He stated the problem 4-5 years ago was opiates. Now the problem is heroin due to the cost and the person not recognizing what they are getting into. By getting the Medicaid in place prior to their release, there is no lapse in their medications and thus they are not looking to self-medicate which helps them to not re-offend.

### **Agenda Item III.**

#### **Other Business**

Chief Lachapelle was present. He stated the Council was given a handout this evening on their desk, as well as the CAR and the Resolution in their packet. He stated this project has been in conceptual discussion for the past few years. The project is to construct a storage barn for the Special Operations trailer and the two Emergency Preparedness trailers. This will keep them out of the elements for 365 days a year, as they currently sit outside now, except for the Technical Rescue Trailer that was housed in Tilton, as that was the only place they found with no rent. The building will be hanger style and all three trailers will fit inside, as well as having storage room for tires and other items. Originally it was going to be built where the fuel island was, but now they are looking at doing it on the other side of the Fire Department where the dirt parking lot is, as it will be easier for putting the footings in.

\$3,500 of the money was a grant from 3M Corporation, \$3,500 from Lakes Region Hospital and the other \$11,000 will come from the Raymond and Betty Turcotte Memorial Rescue Squad Trust Fund.

The RFP was sent to four contractors, and they heard back from two. They have missed the window to get on the agenda for the Public hearing, so they are asking for some feedback from the Council this evening.

Mayor Merrifield indicated the project is supplementally funded by the trust. Deteriorating weather is coming and they need to proceed with the groundwork. The legal notice time frame was not being met, so this will not be on the Council agenda until December. In December the Council will have a public hearing and the vote will be taken, but concrete needs to be put into the ground before it freezes.

Councilor Feener asked if this would just be a consensus as a motion cannot be made at this time. Mayor Merrifield indicated he is looking for an okay from the council. Councilor Feener stated he doesn't have any problems with this, as it will protect the trailers and not cost the tax payers anything.

Councilor Desrochers asked about the cost to construct a concrete slab to park on, as the trailers will rust and deteriorate on their under carriages being parked on the dirt. Chief Lachapelle stated they are going to lay stone down.

Councilor Wells asked if the \$7,000 that is from the grant and LRGH could be utilized for the ground work, and then once the \$11,000 is voted on then this would be used to build the actual structure. Chief Lachapelle stated that was the plan and they wanted to be able to move ahead with the contractor. Finance Director Milner stated this money can be spent as it is in the contingency grant line.

Mayor Merrifield asked the council if they were okay with setting a public hearing for December and allowing them to proceed with the ground work prior to the December meeting and the Council unanimously agreed. Councilor Feener thanked Chief Lachapelle for finding \$7,000 of the almost \$18,000 in grant money.

**City Council to enter into non-public session under RSA 91-a, II a, the Dismissal, promotion or compensation of any public employee.**

**MOTION:** *Councilor Feener moved and Councilor Desrochers seconded that the Franklin City Council enter into non-public session under RSA 91-A:3, II a, The Dismissal, promotion or compensation of any public employee, by a roll call vote.*

**Roll Call:**

<i>Councilor Wells</i>	<i>- Yes</i>	<i>Councilor Desrochers</i>	<i>- Yes</i>
<i>Councilor Barton</i>	<i>- Yes</i>	<i>Councilor Dzijna</i>	<i>- Yes</i>
<i>Councilor Feener</i>	<i>- Yes</i>	<i>Councilor Clarenbach</i>	<i>- Absent</i>
<i>Councilor Starkweather</i>	<i>- Yes</i>	<i>Councilor Boyd</i>	<i>- Absent</i>
<i>Councilor Giunta</i>	<i>- Absent</i>		

*All were in favor; motion passed.*

**MOTION:** *Councilor Feener moved and Councilor Desrochers seconded to come out of the non-public session. All were in favor and the motion passed.*

**MOTION:** *Councilor Dzijuna moved and Councilor Feener seconded that the Franklin City Council approve the regrade of one (1) Financial Assistant, grade 8, position to Accountant, Grade 14. All were in favor and the motion passed.*

Mayor Merrifield stated that he received all evaluation for the City Manager after the last meeting and the calculations have been done. He indicated they will wait till Monday to go through them as there are three councilors that are absent this evening.

City Manager Dragon stated that she also would like to discuss with the council the renewal of her contract. Her four year contract ends in June and there is a six month window for her buy out. She would like to extend the current terms of her contract and renew for another four (4) years.

**MOTION:** *Councilor Feener moved and Councilor Desrochers seconded to seal the minutes of the non-public session because releasing them would make the action taken ineffectual, by a roll call vote.*

**Roll Call:**

<i>Councilor Dzujna</i>	<i>– Yes</i>	<i>Councilor Wells</i>	<i>– Yes</i>
<i>Councilor Desrochers</i>	<i>– Yes</i>	<i>Councilor Boyd</i>	<i>– Absent</i>
<i>Councilor Barton</i>	<i>– Yes</i>	<i>Councilor Feener</i>	<i>– Yes</i>
<i>Councilor Giunta</i>	<i>– Absent</i>	<i>Councilor Clarenbach</i>	<i>– Absent</i>
<i>Councilor Starkweather</i>	<i>– Yes</i>		

*Motion to seal the minutes passed unanimously.*

**Adjournment**

*Motion to adjourn made by Councilor Feener and seconded by Councilor Starkweather. All in favor; meeting adjourned at 8:19 p.m.*

Respectfully Submitted,

Angela M. Carey

Attachment: PowerPoint Presentation from Merrimack County Department of Corrections.

## Merrimack County Department of Corrections



### Community Corrections Center Facility Action Plan

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## Overview

- Review of best practice models
- Discussion of flow model system
- Review of program schedules
- Review of building options
- Review of staffing recommendations
- Benefits of the CCC moving forward

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## Community Corrections Center Planning Goals

- 1 Increase the number of inmate beds at the lowest possible costs
- 2 Reduce the inmate recidivism (return) rate in the County
- 3 Renovate the Edna McKenna facility to provide for a community corrections facility
- 4 Coordinate the efforts of various organizations to one approach of a criminal justice continuum
- 5 Develop a system integration approach to provide for a recidivism reduction program model for inmates at the Merrimack County DOC

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### What is Criminogenic Risk and Need?

Criminogenic Need	Risk
History of antisocial behavior	Early and continuing involvement in a number and variety of antisocial acts and a variety of settings
Antisocial personality pattern	Adventurous pleasure seeking, weak self-control, restlessly aggressive
Antisocial cognition	Attitudes, values, beliefs, and rationalizations supportive of crime; cognitive emotional states of anger, resentment, and defiance
Antisocial associates	Close association with criminal others and relative isolation from antirriminal others; immediate social support for crime
Family and/or marital	Two key elements are (lack of) nurturance and/or caring and monitoring and/or supervision
School and/or work	Low levels of performance and satisfaction in school and/or work
Leisure and/or recreation	Low levels of involvement and satisfaction in antirriminal leisure pursuits
Substance/Alcohol abuse	Abuse of alcohol and/or other drugs

Adapted from Andrews, Bonta and Wormith (2006), *The Recent Past and Near Future of Risk and/or Need Assessment*.

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- ### Provide the Most Intensive Interventions to Higher Risk Offenders
- Higher risk offenders will require much higher dosages of treatment
    - Rule of thumb: 100 hours for moderate risk
    - 200+ hours for high risk
    - 100 hours for high risk may have little effect
    - Does not include work / school and other activities that are not directly addressing criminogenic risk factors

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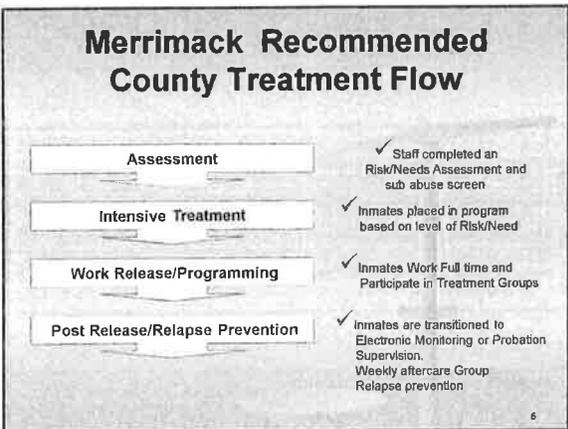
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**Merrimack County Data**

- 55% of the population has co-occurring disorder
- 93% have an identified substance abuse disorder
- 54% of the total sentenced population returned to incarceration in the last 12 months
- 90% are either high or high medium risk to reoffend
- 86% of total sentenced population is sentenced over 60 days

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**Staffing Needed to Support Community Corrections**

- 6 Correctional Officers
- 1 Administrative Assistant
- 7 Additional Staff
- Utilization of existing of supervisory and support staff for support
- Contract with outside community provider

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**Estimated Staffing Costs**

• Salary & benefits for 6 staff / Officers	\$294,944.82
• Administrative Assistant	\$45,655.40
• Contract provider (estimated)	\$150,000.00
• <b>Total Cost</b>	<b>\$490,600.22</b>

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## Building Needs

- Women's Units Locations
- Women's worker unit
- Men's Units Locations
- Men's Worker Unit
- Total Staff Offices
- Total number of group rooms needed
- Officer Post Area
- Check In Station

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## Men's Units / Upper Floor

- Single bunks
- Work Release unit 8 beds
- Treatment Unit 16 beds
- Over Flow Unit 12 beds
- **Total = 36**
  
- Mechanical two rooms
- Learning Center and Storage
- Office Space
- Storage
- Add door halfway down hallway to control movement of offenders

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## Upper Corridor

- Library
- Group Room
- Family Area (could be used for visiting)
- Education Lab with computers
- Mechanical two rooms
- Storage
- Door halfway down the hallway to control movement

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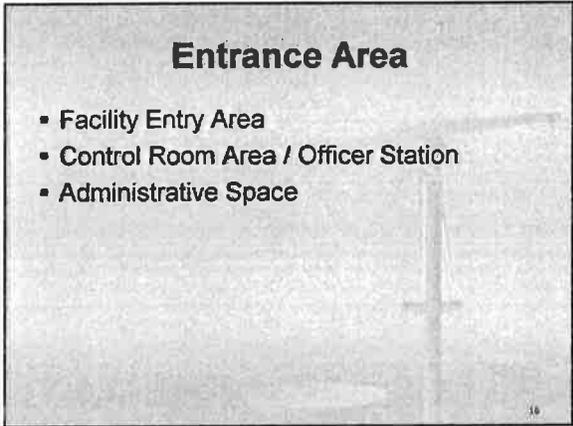
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**Entrance Area**

- Facility Entry Area
- Control Room Area / Officer Station
- Administrative Space



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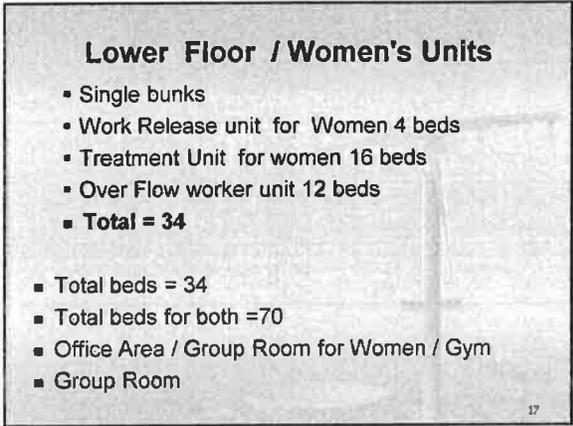
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**Lower Floor / Women's Units**

- Single bunks
- Work Release unit for Women 4 beds
- Treatment Unit for women 16 beds
- Over Flow worker unit 12 beds
- **Total = 34**

- Total beds = 34
- Total beds for both =70
- Office Area / Group Room for Women / Gym
- Group Room



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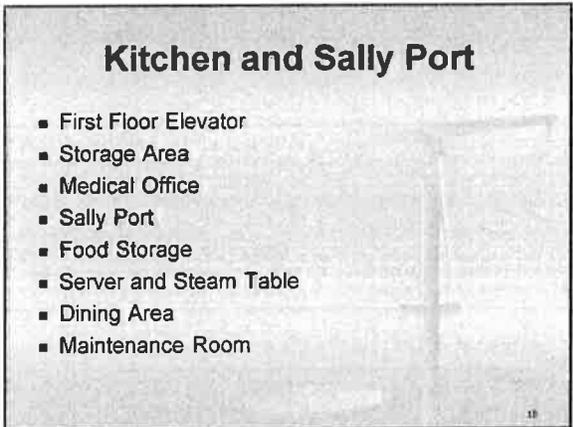
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**Kitchen and Sally Port**

- First Floor Elevator
- Storage Area
- Medical Office
- Sally Port
- Food Storage
- Server and Steam Table
- Dining Area
- Maintenance Room



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### Why Now?

- Limited jail operational capacity
- Growing Co-Occurring crises throughout the County
- Based on the national *best practice model*
- Allows for low risk sentenced offenders to be separate from pre-trial and inmates not eligible for community corrections
- Improved options for female offenders to participate in programs

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### Benefits to County

- To limit the future need of expensive high security beds in Merrimack County, this is the part of the long term solution
- The most cost effective method for inmate management by addressing the co-occurring disorder problem in the County
- This program address the serious co-occurring disorder problem in Merrimack County
- Inmates go back to work and become productive citizens and taxpayers
- Comprehensive plan integrating community stakeholders, Judges, County Attorneys Office, Public Defenders Office, Sheriff's Office & MCDOC

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