

MINUTES
Cheshire County Commissioners Meeting
Wednesday June 28, 2017 09:30AM
Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

PRESENT: Commissioners Peter Graves, and Joseph Cartwright, and Commissioner Weed
STAFF: County Administrator Coates, Finance Director Trombly, Maplewood Administrator Kindopp, Maplewood Facilities Director Harrison, Department of Corrections Director of Maintenance Bob Barlow, and Assistant County Administrator (ACA) Bouchard.
GUESTS:

At 9:32AM the meeting opened and Chairman Graves recognized Department of Corrections Director of Maintenance Bob Barlow who discussed the failure of the main freezer at the Department of Corrections. Barlow said that the State EMS was able to provide a freezer truck to temporarily store a week of food items. A discussion of the work done to deal with the emergency was covered and Barlow said that the repairs to the freezer are anticipated to be completed by Friday June 30th

Sheryl Trombly then discussed the signature of the MS-45 New Hampshire Annual County Financial Report for submission to the State of NH Department of Revenue Administration. Commissioner Weed then signed the document.

Coates discussed that a number of staff will be out parts or all of next week and suggested that the July 5th meeting be cancelled. Following a short discussion, the Commissioners authorized the cancellation of the July 5th meeting and the staff will ensure that the cancellation will be posted as required by RSA.

At 9:43AM Pursuant to RSA 91-A:3, II (a) Commissioner Weed moved to enter non-public session to discuss the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Commissioner Cartwright seconded the motion and upon vote the motion passed unanimously.

T. L.'s hiring rate was reviewed and it was discussed that he was brought in at lower rate than was warranted. It was discussed that the Finance department will need to perform a review of the staff and position and will report back to the Commissioners. The Commissioners set a not-to-exceed rate based on the mid-point of the position of \$15.33.

At 9:54AM The Commissioners voted unanimously to return to public session.

At 10:56AM At 9:43AM Pursuant to RSA 91-A:3, II (a) Commissioner Cartwright moved to enter non-public session to discuss the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

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The HR Manager presented a request to involuntarily terminate an existing employee and provided documentation and back-up material for the termination.

Following discussion Commissioner Weed moved to suspend the employee for ten (10) days to be followed by formal termination under RSA 28:10a. Commissioner Graves seconded the motion. Upon vote the motion passed unanimously.

At 10:16am the Commissioners voted unanimously to return to public session.

Administrator Coates was then recognized and presented the Weekly Operations report:

Coates reported that the County Workers Compensation claims status has returned to the “Green” level indicating a rate that is lower than the average insurance pool rate and contributes to keeping the County’s insurance rates low.

Coates then discussed that the Federal Marshals from New Hampshire will be visiting the jail tomorrow for a tour and discussion of how the facility operates.

Coates then discussed the Wage and Salary review project that is underway and reviewed the process that is being used to re-grade all positions.

Coates said that the new Summer Concert Series began last week with a duo from Apple Hill. A follow-on discussion with the players and the public began after the concert.

It was reported that the CDFA will be in Keene to discuss the CDBG program with the County on July 13th prior to the County submitting a grant request for the reconstruction of the Maplewood Nursing Home.

Coates said that he has met with the Monadnock radio media group to discuss advertising for Maplewood employees and to create a new approach to the hiring process. Coates discussed using new approaches beyond the local newspaper for recruiting purposes.

Coates then discussed the Blood Farm sale purchase and said that the inspections are complete and that a reduced offer has been forwarded for review and discussion. The Commissioners moved to counter the request with a fixed offer to be presented through the County’s real estate agent.

Commissioner Weed discussed a meeting with the City and professor Bromberg from UNH regarding shared governance. He said that the meeting went very well and a number of shared governance issues were covered including EMS, Fire, and Police services throughout the County. Further follow-up meetings will be taking place in the coming weeks with the Director of Emergency Services at the hospital and fire chiefs from County towns.

Trombly was then recognized and discussed that the State rate for Bailiffs that provide court room has

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increased and it is anticipated that bailiffs that transport jail prisoners the new rate will be \$13.34 over four (4) hours per day. It was discussed that the County has in the past covered increases for the non-court bailiffs from the proceeds of the Sheriff's department. Trombly will discuss the issue with the Sheriff and report back to the Commissioners in the next few weeks.

10:58am Commissioner Graves moved to recess the meeting in order to attend an event at the Nursing Home. Commissioner Cartwright seconded the motion and upon vote the motion passed unanimously.

At 11:20am the meeting resumed.

The Weekly Manifest was then reviewed and Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.

The minutes of June 21, 2017 were then reviewed and Commissioner Weed moved to accept the minutes as amended and was seconded by Commissioner Cartwright. Upon vote the motion passed unanimously.

The Commissioners then reviewed the weekly Census.

The Commissioners calendar was then reviewed.

Coates provided a further overview of the shared governance meeting held yesterday at the City Manager's office. It was discussed that the best path forward to assist the growth of the shared governance initiative would be to approach the towns in the County for small joint projects such as the joint purchasing of fuels and electric services. Coates reviewed the options to move the project forward and discussed how involved the County should be beyond the facilitation of meetings.

At 11:30AM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion to adjourn was then seconded by Commissioner Cartwright and upon vote the motion passed unanimously.

Respectfully Submitted,
C. Weed