



## COMMISSIONERS MEETING

### Minutes

Wednesday, April 17, 2024

This meeting will be conducted in person and electronically (via Zoom) at

County Hall  
12 Court Street  
Keene, NH 03431

**Zoom Call-in Number: +1 646 558 8656**

**Meeting ID: 409 748 8803**

**Pin #: 6031233**

**Start Time 08:30 AM**

**Present:** Commissioners Jack Wozmak, Robert Englund, and Terry Clark

**Staff:** County Administrator Coates, Finance Director Trombly, HR Director May, Superintendent Iosue, CCEMS Chief McMurrer, Sheriff Rivera, and Director of Executive Services/Communications Bernstein

**Guest(s):**

### **Public Comments**

Upon recognition from the Vice-Chair, a Public Comment on topics of interest may be made, at most three (3) minutes in length.

County Administrator Coates opened the meeting at 8:41AM. Seeing no public comment, he moved forward.

### **I. Elected Officials & Department Head Updates**

To receive, as informational, departmental updates requiring Commissioner review, participation, approval, and impactful departmental and operational issues.

-Superintendent Iosue said we have reached a four-month milestone of having no correctional officers voluntarily leave. In 2023 there was a 40-50% turnover rate, at the current rate of 0% turnover for 2024, the year is starting out far more positive.

-HR Director May requested a non-FMLA leave of absence for a correctional officer who suffered an injury. The employee will be able to return to light duty. May said we want to do everything we can to keep him.

Commissioner Englund asked for the timeline on his return.

Iosue said they would have more information on this in the coming days.

**Commissioner Englund made a motion to approve the non-FMLA leave of absence and was seconded by Commissioner Clark. Upon a roll call vote the motion passed unanimously.**

-CCEMS Chief McMurrer stated that Ed Atkins has been promoted to the new Deputy Chief of Operations which will entail direct oversight of CCEMS Captains.

Commissioner Wozmak asked how staffing looked.

Chief McMurrer said that he had asked HR Director May to reopen the application for paramedics, EMTs, and AEMTs to fill in a few additional positions.

## **II. Scheduled Items**

Master Agenda Item #1171: Authorization to Approve Vehicle Lease Paperwork for the Sheriff and the Department of Corrections - S. Trombly

**Action Expected: Vote to approve the execution of lease paperwork for three additional County vehicles.**

-Finance Director Trombly said that in the 2023 budget, the three aforementioned vehicles were budgeted.

**Commissioner Clark made a motion to approve the execution of lease paperwork for the County vehicles and was seconded by Commissioner Englund. Upon a roll call vote the motion passed unanimously.**

~~Master Agenda Item #1172: UNH Cooperative Extension Semi Annual Report — C. Majewski~~

~~**Action Expected: To receive an as informational as possible report on UNH Cooperative Extension's last six months of operations.**~~

Item tabled for one to two weeks.

Master Agenda Item #1173: Town Meeting Schedule and Discussion – C. Coates

**Action Expected: To discuss and plan for meetings with town Selectboard(s) to discuss the County and local issues.**

-County Administrator Coates told the Commissioners Director of Communications Bernstein and himself are working on setting up meetings at regularly scheduled Select-board meetings. This will be to discuss what the County does, as well as highlight the newly passed budget.

Master Agenda Item #1174: Disposal of Firearms - D. Iosue

**Action Expected: To discuss the process and procedures for the disposal of County asset.**

-Superintendent Iosue said that the Department of Corrections is replacing their Glocks for different models with greater sized ammunition. Iosue said the manufacturer will purchase

each gun back for \$275, but he wanted to ensure this would follow County policy first and foremost.

The Commissioners were in favor of selling the guns back to the manufacturer.

**Commissioner Wozmak made a motion to amend County policy to not include firearms in the County asset disposal process. This was seconded by Commissioner Clark. Upon a roll call vote the motion passed unanimously.**

### III. County Administrator

Weekly Operations Report - The County Administrator will update the Commissioners on activities that have taken place since the previous meeting.

-County Administrator Coates began his report by telling the Commissioners this week is dispatch week. Coates thanked the hardworking dispatchers within the Sheriff's Department as well as Southwestern NH District Fire Mutual Aid.

-Coates said this Friday, April 19<sup>th</sup> is the monthly New Hampshire Association of Counties meeting in Concord.

-Tonight Commissioner Clark and Coates will be attending the Monadnock Economic Development Corporation's annual meeting.

-Coates said next week's Commissioners meeting will be starting at 9:30AM for the quarterly compliance meeting. He said that the volunteer's dinner at Maplewood will take place on the same day as the Commissioners meeting at 4:30PM.

-Coates said negotiations pertaining to the CCEMS Union will begin today.

-Coates said that County officials, including any department head that have vehicles in their department, met with Enterprise Fleet Management. Coates said we are doing our due diligence to ensure we are efficiently and effectively maintaining our vehicular fleet of more than 30 vehicles, not including ambulances.

-Coates said direct billing for ambulances will be discussed next week (week of April 22<sup>nd</sup>) in the State House. Coates said he will likely testify in favor of the bill sometime next week.

### IV. Old Business

### V. New Business

### VI. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of April 03, 2024.

**Commissioner Englund made a motion to approve the manifest and minutes of April 3<sup>rd</sup>, and Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.**

### VII. Calendar

Action Expected: To accept the calendar as informational and to make necessary changes/additions.

**VIII. General Discussion for Commissioners**

**IX. Nonpublic Sessions:**

*A nonpublic session pursuant to RSA 91-A:3, II (a) 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.*

- E. Rivera

**At 09:41AM, Commissioner Englund moved to enter non-public to discuss RSA 91-A:3, II (a) 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.**

**As a result of discussions in nonpublic sessions, no decisions were made, and no votes were taken.**

**At 10:15 AM, the Commissioners moved to re-enter the public session.**

**X. Adjournment**

**At 11:01 AM, Commissioner Englund moved to adjourn the meeting, which Commissioner Clark seconded. Upon roll call vote, the motion passed unanimously.**

Minutes recorded by:

D. Bernstein

Director, Executive Services and Communications

Reviewed and approved by:

T. Clark, Clerk

Board of Commissioners