



County of Cheshire

12 Court Street, Keene, NH 03431
www.co.cheshire.nh.us

COMMISSIONERS MEETING MINUTES

Wednesday, July 26, 2023

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

Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

Start Time 09:30 AM

Present: Commissioners Jack Wozmak, Bob Englund, and Terry Clark

Staff: County Administrator Coates, Finance Director Trombly, Superintendent Iosue, Project Manager Bouchard, Sheriff Rivera, Maplewood Administrator Kindopp, Human Resources Director May, EMS Chief Spain, Behavioral Health Court Coordinator Welsh, and Executive Assistant Gouger

Guest(s):

At 9:30 AM, Commissioners Englund and Clark responded as “present,”
Commissioner Wozmak served prior notice that he would be a few minutes late.

Public Comments

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

I. Elected Officials & Department Head Updates

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

Sheriff Rivera said that the Kiwanis Club donated \$15,000 to the Sheriff’s department for an ice cream trailer to use as community outreach throughout the summers to interact with the community. He said they hope it will be completed by the end of the summer. He said the ice cream will be purchased with monies from donations.

Sheriff Rivera said they were given the green light to move forward with the public safety radio infrastructure program. The manufacturer has announced an equipment pricing increase of just under \$200,000 due to the added costs from the initial application approximately eighteen months ago to the time of purchasing the equipment. He said that he would keep Director Trombly updated on the costs.

At 9:37 AM, Commissioner Wozmak entered the meeting.



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Rivera said that a new radio site had been identified in Harrisville on Cobb Hill Road, allowing them to build the tower for radio coverage in that part of the County, which has been an ongoing problem for many years. He said there is a one-time cost to the Sheriff's Department for the building and equipment.

Trombly said that in 2022 when the project came up, there were monies budgeted, and in 2023 project funds were increased by \$300,000 to cover the anticipated increase.

Coates said that this increase in cost was caused by the extended grant process experienced when going through the Northern Borders application process.

Maplewood Administrator Kindopp was recognized and said they had their annual state site survey last week, which her team managed while she was on leave. A few minor issues were found on the life safety portion and the patient care side, such as a temporarily unlocked med fridge that was in use and a short list of other issues that Kindopp has already worked to rectify.

Kindopp said they will get the full survey deficiency report by the end of this week or next.

Kindopp said that a year ago, she had mentioned that she wanted to take an employee through the Nursing Home Administrator training program. She is now working with Sabrina Priest, proctoring her through the training to become a nursing home administrator.

Chief Spain gave an update on call volume for EMS calls. He said Great Brook handled four interfacility transfers, and they have also come down ten times to do station coverage.

Chief Spain said they are getting an add-on to their system for more insights on trends.

There is a discussion on projected calls from current contracts and billing for different towns. Chief Spain discusses adding towns that Cheshire EMS would be back up for, and Trombly said that taking on towns as a backup will not cause the staffing for EMS to either decrease or increase.

Chief Spain said that the new ambulance will be there on Friday, and the bariatric ambulance will be ready fourth quarter of 2024. Chief Spain said the original quote for the bariatric ambulance was for the first quarter of 2024, and he is working on determining the cause of delay.

Lastly, Spain said the new EMT training class will begin on September 5.

II. Scheduled Items



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Master Agenda Item #1106: Behavioral Health Court Semi-Annual Report – A. Welsh
Action Expected: To serve as a six-month informational report from Behavioral Health Court Coordinator Alison Welsh.

Welsh said that the relationship between Treatment Court and the Doorway will be terminated, and they will continue their counseling services through Blue Heron Counseling. Welsh said the Behavioral Health Court program hired a clinical case manager, and she is working out very well.

Welsh said that last Wednesday was the first ever-statewide Judge and program Coordinator meeting, and there was a conversation trying to create more uniformity between Behavioral Health Courts, resulting in the new guidelines. The guidelines are recommendations with no money attached to them from grant programs. A grant is in process for electronic medical records within the court system and will hopefully be made available state-wide.

Welsh said that their census had been kept lower since they only had one case manager, and now they can bring on more clients that they have hired someone. She said there have been eight program graduates so far this year.

Commissioner Clark asked about the overdoses, and Welsh said there had been three in the last few weeks. She said more information regarding overdoses would be available in her next semi-annual report.

Commissioner Wozmak asked what the new partnership with Blue Heron means for the future clients of the Doorway. Welsh said they will still provide some services, but no longer for groups.

III. County Administrator

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

Coates said the Great Brook memorandum of understanding (MOU) and the lease had been completed. The Richmond EMS contract has also been signed.

Coates said that regarding the NHAC conference, there are already nearly 70 people registered for the October event.

Coates asked Commissioner Clark for an update on the Community Power Coalition of NH (CPCNH) and the Cheshire Community Power (CCP) programs. Clark said he presented to Harrisville and will present to Roxbury and Dublin this week.

Coates asked Bouchard to give an update on the cooling system in County Hall. The cooling system in the building has been having equipment errors, and they are sending reports to the manufacturer to get it fixed.



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Bouchard said that the key card swipe for the Center St entrance has been fixed and is now working.

Bouchard said they are also getting ready to clean up the Maplewood Garden in the coming weeks, Wilcox Tree Service will remove the trees, and Matt Kelly from the UNH Extension will work with them.

Coates said that ReVision Energy reached out about a visit, and a meeting is scheduled for Thursday of next week.

Coates said that August 7th at 10:00 AM is the executive committee meeting, and August 14th at 7:00 PM is the delegation meeting.

IV. Old Business

V. New Business

VI. Consent Agenda Items:

Vote to accept the Weekly Manifests for July 26, 2023, and the meeting minutes of July 12, 2023, as presented.

Commissioner Englund moved to accept the Weekly Manifests for July 26, 2023, and the meeting minutes of July 12, 2023, as presented. Commissioner Clark seconded the motion, and upon roll call vote, the motion passed unanimously.

VII. Calendar

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

No changes.

VIII. General Discussion for Commissioners

Master Agenda Item #673: Commissioners - State Cost Shifting Letter and Restorative Justice Program

IX. Nonpublic Sessions:

At 9:55 AM, Commissioner Englund moved to enter a nonpublic session under 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.



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As a result of deliberations in a nonpublic session, there was a unanimous vote to adopt the recommendations of Sheriff Rivera and Finance Director Trombly to increase the salary for employee D.D.

At 10:05 AM, the Commissioners voted unanimously to return to public session.

X. Adjournment

At 11:22 AM, Commissioner Englund moved to adjourn the meeting. Commissioner Clark seconded the motion, and upon roll call vote, the motion passed unanimously.

Minutes recorded by:
C. Gouger, Executive Assistant

Reviewed and approved by:
T. Clark, Clerk
Board of Commissioners