



## COMMISSIONERS MEETING

### Minutes

Wednesday, December 13, 2023

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

County Hall Building  
Commissioners Conference Room  
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 Bob Englund, and Terry Clark.

**Staff:** County Administrator Coates, Finance Director Trombly, Director of Human Resources May, County Project Director Bouchard, Superintendent Iouse, and Director of Executive Services/Communications Bernstein

**Guest(s):** Attorney Kossayda

### **Public Comments**

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

County Administrator Coates asked for public comments, seeing none he moved on to the next section of the agenda.

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

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

### **II. Scheduled Items**

### **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 stating there will be an article written on the County Handyman project sometime soon.

Coates moved on to say he has been very impressed with the grant-writing courses put on by Grants Manager Bansley. He said that the course has around 15 community members at a time. While watching the course Coates said Bansley's programming was incredibly informative and you could see the attendees taking in every second of the course with a high

level of engagement. He said the County would be writing an article on the success of these courses soon.

Coates stated that the search for a new Cheshire EMS Chief continues, currently there is a pool of 10-12 candidates, this pool will be reduced by half, and interviews will begin in early January.

Coates said that last week Director of Executive Services Bernstein and himself attended the Winchester Economic Development Corporation (WEDC) annual meeting the prior week. Coates said it was great to hear what they are doing down in Winchester. At the meeting, the WEDC said they appreciate the support of Cheshire County through ARPA funds, and letters of support. The new Executive Director has a strong direction she wants WEDC to follow. Coates said it is exciting to see towns with strong economic development programs.

Coates said on Friday the 15<sup>th</sup>, the New Hampshire Association of Counties (NHAC) will be having an Executive Committee meeting. Following this, Coates said Bernstein and himself will be meeting with the Coos County officials to give advice and guidance as they begin planning for the 2024 NHAC Conference.

Coates said Swanzey will be hosting an economic development meeting on January 8 at 5:00PM.

**IV. Old Business**

**V. New Business**

Finance Director Trombly stated that the County Treasurer was not able to attend the December 11 Delegation meeting. Because of this the Commissioner's need to request the presence of the County Treasurer on January 8 instead.

**Commissioner Englund moved to approve the sending of a letter to the County Treasurer to request his presence on January 8, and was seconded by Commissioner Clark. Upon roll call vote, the motion passed unanimously.**

Trombly asked that the Commissioner's approve a list of rollovers for the 2024 budget seen below:

	<b>Original Budget</b>	<b>Balance to Rollover</b>	<b>Project #</b>	<b>Account</b>
County Hall Repair/ Replace main Lobby Elevator	150,000.00	82,440.00	<b>19-02-23</b>	4900.89.19
County Hall Generator Replacement	248,800.00	248,800.00	<b>19-03-23</b>	4900.89.19
County Hall Pod Cast Equipment and Setup	10,000.00	9,241.00	<b>19-04-23</b>	4900.97.19

Corrections Non-Lethal Launcher and Ammo	4,274.00	2,301.51	<b>12-01-23</b>	4900.97.12
Corrections Parking Lot Repairs(Driveway and Storm Drains)	250,000.00	250,000.00	<b>12-03-23</b>	4900.97.12
Corrections Radios and Mics (10 each)	5,687.00	5,687.00	<b>12-05-23</b>	4900.97.12
Corrections Camera-1 Replace/Repair Wiring	5,000.00	5,000.00	<b>12-07-23</b>	4900.97.12
IT Dispatch Station Replacement	4,000.00	4,000.00	<b>34-02-23</b>	4900.97.34
IT Server 2022 Upgrade, County Wide	76,930.00	76,930.00	<b>34-03-23</b>	4900.97.34
IT Server 2022 CALs (client access license), County Wide	11,400.00	11,400.00	<b>34-04-23</b>	4900.97.34
IT Laptop for Restorative Justice Director	2,000.00	2,000.00	<b>34-05-23</b>	4900.97.34
ALF Nursing Station Replacements	5,000.00	5,000.00	<b>50-01-23</b>	4900.89.50
ALF Window Blind Replacements	9,032.00	9,032.00	<b>50-02-23</b>	4900.89.50
Sheriff Taser Replacement	3,000.00	2,934.67	<b>91-01-23</b>	4900.97.91
Sheriff Ballistic Vest Purchases/Replacement (partial grant offset)	3,000.00	3,000.00	<b>91-02-23</b>	4900.97.91
Sheriff Dispatch Infrastructure Project	3,292,382.00	2,596,209.16	<b>93-01-23</b>	4900.97.93
MNH Replace Hallway Floor OT/PT & Patio Hallway	15,000.00	15,000.00	<b>11-02-23</b>	4900.89.11
MNH Dietary Replacement Dinex Lid Rack	2,000.00	2,000.00	<b>51-02-23</b>	4900.97.51
MNH Dietary Replacement Dinex Base Rack	3,200.00	3,200.00	<b>51-03-23</b>	4900.97.51
MNH Resident Replacement furniture	5,000.00	5,000.00	<b>52-01-23</b>	4900.97.52
MNH Mattress/Replacement Covers	2,000.00	2,000.00	<b>52-03-23</b>	4900.97.52
Maplewood Furniture Fixture & Equipment	136,000.00	102,403.95	<b>52-04-23</b>	4900.97.52
Connected Families Wiring	18,000.00	18,000.00		4464.81.00
Human Resources Scanning Project	20,000.00	15,000.00		4153.29.00
Regional Chamber Match Funding	100,000.00	100,000.00		4130.29.00
Timber Harvesting for Cemetery in Westmoreland				4194.80.15

15,000.00      8,000.00

Total:  
3,584,579.29

**Commissioner Englund moved to approve the 2024 rollovers, and was seconded by Commissioner Clark. Upon roll call vote, the motion passed unanimously.**

Director of Executive Services Bernstein stated that Ryan Hyde of Congresswoman Kuster's office wanted to inform the Commissioner's that Congresswoman Kuster introduced the Bicameral Legislation to Repeal Medicaid Inmate Exclusion Policy for Substance Use Disorder Treatment bill in the House of Representatives.

Attorney Adam Kossayada said the back-up and paramedic intercept contract with the City of Keene was ready to be approved by the County Commissioner's and signed by the County Administrator if approved.

County Administrator Coates stated our goal has and will always be delivering the highest level of care and service to those in need, after the contract is signed, Cheshire EMS will service 17 towns and the City of Keene with either, primary service, back-up services, or paramedic intercept.

Commissioner Wozmak stated we look forward to working collaboratively with the City of Keene to ensure residents of Keene and its contracted towns are receiving the highest quality of care.

Commissioner Clark said we are thankful to have this deal approved and signed to fulfill the back-up and paramedic intercept needs of the City of Keene.

**Following discussion, Commissioner Englund moved to authorize the County Administrator to sign a contract with the City of Keene to provide back-up EMS services and paramedic intercept services, and was seconded by Commissioner Clark. Upon roll call vote, the motion passed unanimously.**

**VI. Consent Agenda Items:**

Vote to accept the Weekly Manifests and the meeting minutes of December 6, 2023.

**Commissioner Englund moved to approve the manifests and minutes, and was seconded by Commissioner Clark. Upon 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**

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

**IX. Nonpublic Sessions:**

A nonpublic session to discuss RSA 91-A:3, II(b) *Negotiations with the City*. C. Coates

**X. Adjournment**

**At 10:34 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 & Communications

Reviewed by:

T. Clark

Clerk, Board of Commissioners