

MINUTES
Cheshire County Commissioners Meeting
Wednesday March 22, 2017 09:30AM
Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

PRESENT: Commissioners Peter Graves, Joseph Cartwright, and Charles Weed

STAFF: County Administrator Coates, Finance Director Trombly, Grants Manager Bansley, and Assistant County Administrator (ACA) Bouchard.

GUESTS: Jack Pratt, Former Chairman of the County of Cheshire Board of Commissioners

At 9:30AM the meeting opened and Chairman Graves took-up Master Agenda #471: Bereavement Policy Request – D. Morey. A discussion of the request from Captain Morey of the Department of Corrections to modify the current County Bereavement Policy to include nieces and nephews in the County policy was covered. The current policy was reviewed and it was agreed to further investigate the modification of the policy and to consider the ramifications of changing the policy. An investigation into the policies of other County's and private employers will be completed for comparison purposes.

Administrator Coates then discussed a press release from the Sheriff's department concerning the Sheriff's interaction with the Federal Immigration and Customs Enforcement Agency (ICE) regarding the enforcement of immigration laws. A rousing discussion concerning the enforcement of immigration laws began among the Commissioners.

Jack Pratt was then recognized and reported that he wished to present a check for \$19,256.50 to the nursing home from the estate of his sister Suzanne R. Flesher who was a recent resident of Maplewood and was previously an active volunteer for many years at the facility.

Pratt discussed that his sister among her many other activities, was a book cart volunteer for the Maplewood Nursing Home in years past, and he suggested that a portion of the funds could be used to purchase new books, a book cart, and book plates with a dedication honoring his sisters work and philanthropy. A discussion of investing the money to be able to realize a yearly return from the funds and to enable the funds to be sustainable over a period of years was covered.

Coates then reported that the design program to create hiking trails on County forest lands will be underway shortly. The project is budgeted at \$1,750.00 and will commence once the snow is completely melted. A further discussion around the use of some of the land for cross county-skiing was had.

Coates then discussed that the Community Block Grant Coalition has issued a Community Development Block Grant (CDBG) Support Letter form asking for support of the CDBG program to help to continue to develop and redevelop community resources. A discussion of the content of the letter support and the ramifications of deep cuts to the CDBG program were covered.

At 10:37AM Commissioner Weed left the meeting to attend a previously scheduled appointment.

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Trombly discussed the program elements and responsibilities of administrating a community development block grant program and covered the funds management and administration.

Coates then discussed the updating of the Employee handbook and further discussed the creation of a formal County Policy Manual. He reviewed he concept of instituting a formal County Policy Manual and provided the Commissioners a sample of suggested policy.

Coates then covered the topic of funding of outside agencies through the County budget process and the review / application processes in place under the current procedures. An extended discussion of how various programs are funded and how the towns allocate funds directly to agencies or rely on the County for the disbursements was had.

Nursing Home Administrator Kindopp then joined the meeting and discussed Master Agenda Item #472: Capital Equipment Acquisition Request. Kindopp provided a spreadsheet with four (4) purchase options to acquire bed frames and suggested purchasing the equipment from Direct Supply. Kindopp said that if she is authorized to purchase thirteen (13) bed frames for \$19,694.87 that are current on sale, she can save significantly on the total purchase price.

Following discussion, Commissioner Cartwright moves to authorize the purchase of thirteen (13) bedframes for the total price of \$19,694.87 from Direct Supply and was seconded by Commissioner Graves. Upon vote the motion passed with two Yea's.

A discussion of the size and configuration of the new resident rooms in the proposed new wing of the nursing home for the reconstruction project was covered. The Maplewood Reconstruction committee will discuss some potential changes with the Owners Representative and Architect to determine if some savings could be realized if the rooms were made slightly smaller or re-configured.

Kindopp then reviewed the Sheppard Program that provides durable medical equipment to the community from the nursing home. It was agreed that the program is very helpful and that it is very well received by the community.

The Census was reviewed and accepted.

The Weekly Manifest was then reviewed and Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Graves. Upon vote the motion passed with two Yea's.

The minutes of March 15, 2017 were then reviewed and Commissioner Graves moved to accept the minutes as amended and was seconded by Commissioner Cartwright. Upon vote the motion passed with two Yea's.

The Commissioners calendar was reviewed.

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At 11:58AM there being no further business to discuss, Commissioner Cartwright moved to adjourn the meeting. The motion to adjourn was then seconded by Commissioner Graves and upon vote the motion passed unanimously.

Respectfully Submitted,
C. Weed, Clerk and
R. Bouchard, Clerk Pro Tempore