

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, October 7, 2015 09:30AM**  
**Department of Corrections**  
**825 Marlboro Road**  
**Keene, NH 03431**

**PRESENT:** Commissioners Stillman Rogers, and Charles Weed, (Commissioners Graves absent with notice)

**STAFF:** Finance Director Trombly, Superintendent Van Wickler, County Administrator Coates, and Assistant County Administrator (ACA) Bouchard

**GUESTS:** Members of the Public

Chairman Rogers opened the meeting at 09:30 and recognized County Administrator Coates for the purpose of presenting the Weekly County Operations report. Coates reported the following items:

Coates thanked Finance Director Trombly and ACA Bouchard for their extra work over the past ten (10) months while the County Administrator position was vacant and said both were to be commended for their work in keeping everything in the County running smoothly.

Coates said the Commissioners Holiday lunch at Maplewood on December 16<sup>th</sup> this year and runs from 11:30 – 1:30 which is immediately following the scheduled Commissioners meeting.

Coates then said that the price of gas for heating the 33 West Street building was locked in at .8988 per thermal unit as compared to an average of \$1.47 for the 2014-2015 heating season.

Coates then provided an update on the progress of the parking lot reconstruction and said that work was progressing but the curb setting company was running about a week behind. In the interim the site contractor has moved forward and will begin setting-up the sidewalks and ramps so that concrete can be poured by the end of the month. ACA Bouchard also said that the Melanson Company should be on-site by the 19<sup>th</sup> to begin work on the roof and gutters for the front portico.

Coates then discussed the National Association of Counties annual dues invoice that has been received and asked if the Commissioners wished to renew the County's membership. **Following discussion Commissioner Weed moved to renew the membership but to hold the payment until the new calendar year. Commissioner Rogers seconded the motion and upon vote the motion passed with two (2) Yea's.**

Master Agenda Item #298: Sheriff Rivera was then recognized for the purpose of providing the Sheriff's department semi-annual report to the Commissioners.

Rivera discussed the following items;

He said that from the beginning of the year to date, approximately 45,000 calls for service in the Dispatch Center have been completed. In comparison approximately 50,000 calls for service were handled in the same period last year.

Rivera said that he is running approximately 5% under budget thus far and does not anticipate a budget variance barring any unforeseen changes.

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He said that the department is at full staff with a headcount of forty (40) employees.

Rivera then discussed that the Drug Take Back drop box being received from CVS on a grant and said that the box was due to arrive late October or early November and will be installed in the lobby area of the County Hall building.

He then said that C&S has approved a grant for \$500.00 that will provide 200 Sharps Disposal containers that will be distributed throughout the community.

He also said that Mascoma Savings Bank has given the Sheriff department a grant for approximately \$6,000.00 that will be used to purchase Automated External Defibrillator's (AED's) that will be placed in the Sheriff's cruisers for emergency use.

Rivera then discussed the completion of the NARCAN training by the Sheriff's Deputies. (Naloxone, also known as Narcan among other names, is a medication used to reverse the effects of opioids especially in overdose. – Source: Wikipedia - <https://en.wikipedia.org/wiki/Naloxone>) He said that Cheshire Medical Center will supply the NARCAN and the Sheriff's department is now a licensed unit for the administration of NARCAN for the emergency use in treating a drug overdose.

The infiltration of water into the dispatch area was then discussed and Sheriff Rivera and ACA Bouchard reviewed the work that was done to find the problem. Bouchard said that the source of the water was found to be an incompletely poured footing area around one of the wall structural beams from the original construction of the building in 1979. Bouchard then said that staff from MacMillin had been on-site to discuss remediation and that a specialty company that deals in water proofing of industrial and commercial buildings has been contacted to examine the problem and to recommend a permanent fix.

Rivera then discussed a hearing that is to take place tomorrow at the State Homeland Security office in Concord at which a grant request for new consoles for the dispatch center will be discussed. He said that if the grant is not awarded he will most likely have to include the cost of the units in the 2016 budget request for the department as the existing units have reached end-of-life.

Rivera then said that the Sheriff's department, Keene Police, and many other police and fire departments that participated in last year's Pumpkin Feast riots at Keene State are slated to be awarded certificates of recognition for their professionalism and actions at the Police Standards and Training facility in Concord on Friday the 9<sup>th</sup>.

Master Agenda Item #299: DRA 2015 Tax Apportionment and Equalized Property Valuation.

Director Trombly presented and discussed the 2015 Tax Apportionment and Equalized Property Valuation that was recently received from the DRA and gave the Commissioners the following document showing the changes from 2014 to 2015 in the tax apportionments by town:

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CHESHIRE COUNTY - County Tax Apportionment				
	2014	2015	Increase/ Decrease \$	Increase/ Decrease %
	Apportionment of County Budget	Apportionment of County Budget	Prior Year	Prior Year
ALSTEAD	538,692.00	544,830.00	6,138.00	1.14%
CHESTERFIELD	1,712,676.00	1,827,607.00	114,931.00	6.71%
DUBLIN	866,483.00	777,610.00	(88,873.00)	-10.26%
FITZWILLIAM	816,592.00	928,917.00	112,325.00	13.76%
GILSUM	208,212.00	202,979.00	(5,233.00)	-2.51%
HARRISVILLE	647,485.00	634,882.00	(12,603.00)	-1.95%
HINSDALE	1,115,561.00	1,092,553.00	(23,008.00)	-2.06%
JAFFREY	1,438,980.00	1,436,647.00	(2,333.00)	-0.16%
KEENE	6,129,676.00	6,195,751.00	66,075.00	1.08%
MARLBOROUGH	574,937.00	559,300.00	(15,637.00)	-2.72%
MARLOW	216,464.00	223,552.00	7,088.00	3.27%
NELSON	390,456.00	424,975.00	34,519.00	8.84%
RICHMOND	307,066.00	324,224.00	17,158.00	5.59%
RINDGE	1,778,412.00	1,806,987.00	28,575.00	1.61%
ROXBURY	101,326.00	89,064.00	(12,262.00)	-12.10%
STODDARD	831,469.00	870,113.00	38,644.00	4.65%
SULLIVAN	158,997.00	175,084.00	16,087.00	10.12%
SURRY	285,436.00	278,482.00	(6,954.00)	-2.44%
SWANZEY	1,822,763.00	1,874,176.00	51,413.00	2.82%
TROY	351,686.00	349,480.00	(2,206.00)	-0.63%
WALPOLE	1,379,306.00	1,327,661.00	(51,645.00)	-3.74%
WESTMORELAND	575,717.00	574,429.00	(1,288.00)	-0.22%
WINCHESTER	872,662.00	913,093.00	40,431.00	4.63%
<b>TOTALS</b>	<b>\$ 23,121,054</b>	<b>\$23,432,396</b>	<b>\$311,342</b>	

Master Agenda Item #300 and #301 - To Amend the previous accepted Bond Sale document, specifically Exhibit A. and to ratify the Bond sale resolution and to accept the revisions of the pricing approved on 10/30/15 were then discussed. Director Trombly said that the previous vote had not yet incorporated the cost of the acquisition of the escrow funds securities that will be used to pay for the newly issued bonds and she presented the following to the Commissioners for discussion, review, and vote;

**To Amend the previously accepted Bond Sale Document (Exhibit A) from;** The original resolution that stated the following RESOLVED: “that, as a result of the aforesaid process, the bid of the Underwriter to purchase the County's \$17,415,000 Refunding Bonds at a price of \$19,918,858.90, resulting in a net interest cost rate of 2.308799% and a true interest cost rate of 2.112385%, and as more specifically set forth in Exhibit A, attached hereto and made a part hereof, is accepted by the commissioners”;

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**The new vote would change the acceptance to:** “as a result of the aforesaid process, the bid of the Underwriter to purchase the County's \$17,425,000 Refunding Bonds at a price of \$19,929,472.35, resulting in a net interest cost rate of 2.308511% and a true interest cost rate of 2.122135%, and as more specifically set forth in **Exhibit B**, attached hereto and made a part hereof, is accepted by the commissioners”;

The Commissioners reviewed the request and Trombly answered some questions concerning the finality of the transaction. She said that this amendment will be the last change and that all other aspects of the bond sale are now complete. **Commissioner Rogers moved to amend the previously accepted Bond Sale Document (Exhibit A) and replace the language with the proposed amendment set forth in Exhibit B. Commissioner Weed seconded the motion and upon vote the motion passed with two (2) Yea's.**

Commissioner Rogers then asked if the public in attendance had anything that they wished to bring to the Commissioner attention and hearing nothing in the affirmative moved on to review the Weekly Census.

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

**The minutes of September 30, 2015 were then reviewed and Commissioner Weed moved to accept the minutes as presented. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

The Commissioners then reviewed the Commissioners Calendar and no changes were made.

Bouchard then suggested that a review of the Master Agenda Item list was needed as some of the items have lingered since late last year and early this year and some have been completed. The list was read and a number of items removed or edited to show partial completion.

Superintendent Van Wickler was then asked for an update on the status of the work being completed on the DOC HVAC systems and said that based on the information that he has received he expects that the work should be completed by the end of the year.

Van Wickler then discussed the graduation ceremony that will be held on the 16<sup>th</sup> for two (2) Correctional Officers from Correctional Academy in Merrimack and the planned submission of seven (7) more candidates for certification who were trained at the in-house academy.

**At 11:14AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Weed moved to go into non-public session to discuss a matter, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, without that person having requested an open meeting;. Commissioner Rogers seconded the motion and upon vote the motion passed with two (2) Yea's.**

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**As a result of the deliberations in nonpublic session, no decisions were made and no vote was taken.**

**At 11:30AM the Commissioners unanimously voted to return to public session.**

The Commissioners then signed the numerous bond documents needed to legally complete the sale of the re-funding bonds.

At 11:50AM the meeting entered recess to discuss the Collective Bargaining Agreement current under negotiation with the Maplewood union.

At 12:02PM the meeting was reconvened.

**At 12:03PM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion seconded by Commissioner Rogers and upon vote the motion passed unanimously.**

Respectfully Submitted,  
C. Weed, Vice-Chair and Clerk, Pro Tempore