

MINUTES
Cheshire County Executive Committee
Monday, January 7, 2013 – 9:00AM
Department of Corrections
825 Marlboro Road, Keene, NH 03431

PRESENT: Representatives Hunt, Eaton, Robertson, Butynski, Johnson, Sad, Tatro, Berch, Mann, and Weed, Commissioners Pratt, Zerba, and Patt; Administrator Wozmak, Assistant Finance Director Hall, Project Manager Bouchard

ABSENT: Representative

At 9:03AM Chairman Hunt called the Executive Meeting to order to review the 2013 Budget.

S. Trombly reviews the Assisted Living Facility budget and answered questions concerning the status of the nursing home and informed the committee that a new Assisted Living Administrator had been hired and would start shortly.

Discussion of outside services line items and the taxi service costs that is available for ALF residents.

Discussion of number of residents and single double occupancy issues.

The Nursing Home review then began with K. Kindopp reviewing the administration budget. Reduced receptionist hours by 15 hours (.3 FTE).

Review of outside services line – “lobbying” issue in dues and subscriptions. Discussion of new tri-provider system that is being put in place by the State.

Tax question – Nursing quality assessment tax decrease – reduced census for 2013 is driving cost lower. Budget reflect 133 residents actual 2012 run rate was 132.

KK speaks to laundry issue costs and answers questions about outside laundry services. She also speaks to hiring of outside consultants to help identify and implement Medicare recovery training to increase MNH revenue.

Legal costs – decrease of legal costs from \$30,000.00 to \$10,000.00 due to offset of union legal costs.

Dodi Sheltra and Sabrina Hutchins (Quality Assurance Infection Control) join meeting to discuss MNH staffing and nursing operations. Speaks to flu issue and lack of impact overall on MNH.

Dietary was then reviewed and Bethany Lawson joined the meeting. Aides were reduced by eight (8) hours or .1 FTE's.

Speaks to use of non-authorized foods stuffs that do not meet CMS requirements and the need to buy from only approved sources and with prior approval.

Question regarding unemployment insurance and impact on insurance costs.

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Capital requests from K. Kindopp. Bethany Lawson speaks to acquisition of new blender. Discusses the aspect of acquiring two new benders and replacement of two ovens. Ovens are older than 1999 and do not heat reliably.

Discussion of increased cost for RN's due to more staff getting further education and the inability to hire LPN's.

Covers the Registry usage by MNH to supplement staffing needs. Speaks to acquiring full time speech therapist and other therapist staffing.

TLC Unit – Psychiatric Unit – staff is cross-trained to cover nursing home residents' needs and TLC needs.

Speaks to difficulty with getting paid from Medicaid for residents that are accepted. \$407K at the beginning of 2013.

Environmental Services – Robin Rahe – discussion of impact on laundry because of increase in census. Discussion of census rise and fall in nursing home bed count.

Activities was then reviewed. Steve Wilson joined the meeting. Discusses request for small increase in Activities to meet CMS requirements and to provide needed services.

Laurel Moody – Physical Therapy – discuss change in way residents are rated to increase re-imbursements from Medicare. Medium to high increase re-imbursements by \$355 week, high to very high increases to ...

Capital expenses: electric High-Low table. 15 years old. Does not lift residents any longer.

Gina Cutler – Occupational Therapist – Travel expenses question. State and National license training courses.

Misc. Services for Residents -

Speech Therapist – KK answers questions about filling position – Joined in November

Capital equipment discussion – discussion of capital requests and specifically chairs and lifts.

There being no other business to conduct, Rep. Eaton moved to adjourn the meeting and upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 7, 2013
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Hunt, Eaton, Robertson, Weed, Emerson, Johnson, Sad, Tatro, Berch, Mann, Commissioners Pratt, Rogers and Zerba, Administrator Wozmak, Finance Director Trombly, Director of Facilities King, Grant Specialist Desrosiers, and Project Manager Bouchard

ABSENT: Representative Butynski (with notice)

At 9:08AM Executive Committee Chair Hunt convened the meeting and provided an overview to the process used to review the proposed budget.

Commissioner Pratt was recognized and reviewed the large number of changes in County elected officials and in the Delegation membership followed by a short synopsis of the overall 2013 budget.

Facilities Director King reviewed the County facilities / maintenance budget and discussed overall fuel and heating costs and answered a number of questions concerning the old Department of Corrections building in Westmoreland. He also responded to questions concerning the County-wide maintenance contract currently with Honeywell and discussed energy saving programs that are being investigated. Also covered were the water and waste water plants, farm maintenance, Courthouse and Administration building maintenance and general equipment repair and manpower allocations. The following changes were made to the facilities budget, decreasing the 2013 Facilities budget by the following amounts;

Account 4194.19.13 –\$300.00 - Water Plant Continuing Education

Account 4194.82.19 –\$500.00 - Courthouse Bldg. Repairs

Account 4194.82.20 –\$500.00 - Administration Bldg. Repairs

Account 4900.89.19 –\$10,000.00 - Removal of Sprinkler Piping (Completed 2012)

At 10:00AM in response to a legal residency concern brought forth by the NH Attorney General's office, the Commissioners convened a Special Meeting to review the appointment of J. Webb as the interim County Attorney. After an extended discussion, the Commissioners moved to remove J. Webb as the interim County Attorney because of his residence outside of the County of Cheshire and upon unanimous vote, moved to appointment K. O'Reilly as interim County Attorney.

An extended discussion around the proposed drug court began and a number of questions concerning the grant funding and proposed operations were addressed by Grant Specialist Desrosiers and Administrator Wozmak. At the end of the discussion the Executive Committee members moved to support the proposed program through a vote and were unanimously in endorsing the submission of a grant to create and fund a drug court program for a three year period.

The Finance, Treasurer, and Personnel Administration budgets were reviewed with no changes made.

The Commissioners budget was then reviewed and no changes were made to proposed budget.

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Executive Committee Meeting
Monday, January 7, 2013
Department of Corrections
825 Marlboro Street, Keene, NH 03431

The General County, Human Resources, and Delegation budgets were reviewed and discussed with no changes made to the proposed budget.

At 11:30AM under the direction of the Commissioners, a signed document was hand carried by Cheshire County Sheriff Rivera to Judge J. Kissinger appointing K. O'Reilly as the interim County Attorney.

The Delegation then reviewed the Human Services (Medicaid Expenses) and Public Health budgets and no changes were made to the proposed budgets.

The Commissioners went over their list of recommend budget changes that included adding \$125,000 for wage adjustments for the Department of Corrections Correctional Officers in 2013. This will provide enough funds to give approximately a \$1.00 per hour wage adjustment, as well as a longevity increase, to the Correctional Officer's. No changes were made to the Commissioners proposed wage adjustments for the 2013 budget.

There being no further business scheduled Chair Hunt made a motion to suspend the meeting until January 14, 2013 at 11:43AM and the motion passed unanimously.

Respectfully Submitted

Tara Sad, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, January 7, 2013
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Hunt, Eaton, Robertson, Weed, Emerson, Johnson, Sad, Tatro, Berch, Mann, Commissioners Pratt, Rogers and Zerba, Administrator Wozmak, Finance Director Trombly, Director of Facilities King, Grant Specialist Desrosiers, and Project Manager Bouchard

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The Commissioners budget was then reviewed and no changes were made to proposed budget.

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There being no further business scheduled Chair Hunt made a motion to adjourn at 11:43AM and the motion passed unanimously.

Respectfully Submitted
Tara Sad, Clerk

MINUTES
Cheshire County Executive Committee
Monday, January 14, 2013 – 9:00AM
Maplewood Nursing Home
201 River Road, Westmoreland, NH 03467

PRESENT: Representatives Hunt, Eaton, Robertson, Weed, Emerson, Butynski, Johnson, Sad, Tatro, Berch, and Commissioners Pratt, Zerba, and Rogers; Administrator Wozmak, Finance Director Trombly, Administrator Kindopp, and Project Manager Bouchard

ABSENT: Representative Mann

At 9:03AM Chairman Hunt called the Executive Meeting to order to review the 2013 Budget.

Finance Director Trombly reviewed the Assisted Living Facility budget and answered questions concerning the status of the nursing home and informed the committee that a new Assisted Living Administrator had been hired (E. Kraus) and would start shortly.

The Nursing Home review then began with K. Kindopp reviewing the administration budget.

In the review of outside services line – dues and subscriptions a motion to reduce the line by \$13,755.00 was made and accepted.

In response to a questions by the Executive committee, Administrator Kindopp said that the 2013 budget reflects an assumed resident count of 133 residents as contrasted to the actual 2012 run rate of 132.

Director of Nursing Dodi Sheltra and Sabrina Hutchins (Quality Assurance Infection Control) joined the meeting to discuss MNH staffing and nursing operations. No changes were proposed to the nursing budget.

Dietary was then reviewed and kitchen manager Bethany Lawson joined the meeting. Aides were reduced by eight (8) hours or .1 FTE's.

Bethany Lawson speaks to acquisition of new blender. Discusses the aspect of acquiring two new benders and replacement of two ovens. Ovens are older than 1999 and do not heat properly or reliably. No changes were made to the dietary budget.

The discussion then moved to the increased cost for RN's due to more staff getting further education and the inability to hire LPN's.

Covers the Registry usage by MNH to supplement staffing needs. Speaks to acquiring full time speech therapist and other therapist staffing.

TLC Unit – Psychiatric Unit – staff is cross-trained to cover nursing home residents' needs and TLC needs.

Speaks to difficulty with getting paid from Medicaid for residents that are accepted. \$407K at the beginning of 2013.

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201 River Road, Westmoreland, NH 03467

Environmental Services – Robin Rahe – discussion of impact on laundry because of increase in census. Discussion of census rise and fall in nursing home bed count. – No changes were made to the Environmental Services budget.

Activities was then reviewed. Steve Wilson joined the meeting. Discusses request for small increase in Activities to meet CMS requirements and to provide needed services. – No changes were made to the Activities budget.

Laurel Moody – Physical Therapy – discuss change in way residents are rated to increase re-imbursements from Medicare. No changes were made to the Physical Therapy budget.

Capital expenses were reviewed and no changes were made to the proposed budget items.

Gina Cutler – Occupational Therapist – Travel expenses question. State and National license training courses. – No changes were made to the budget.

There being no other business to conduct, Rep. Eaton moved to suspend the meeting until January 28, 2013 and upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County Executive Committee
Monday, December 14, 2013 – 9:00AM
Maplewood Nursing Home
201 River Road, Westmoreland, NH 03467

PRESENT: Representatives Hunt, Eaton, Robertson, Weed, Emerson, Butynski, Johnson, Sad, Tatro, Berch, and Commissioners Pratt, Zerba, and Patt; Administrator Wozmak, Finance Director Trombly, Administrator Kindopp, and Project Manager Bouchard

ABSENT: Representative Mann

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S. Trombly reviewed the Assisted Living Facility budget and answered questions concerning the status of the nursing home and informed the committee that a new Assisted Living Administrator had been hired and would start shortly.

The Nursing Home review then began with K. Kindopp reviewing the administration budget.

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In response to a questions by the Executive committee, Administrator Kindopp Tax said that the 2013 budget reflects an assumed resident count of 133 residents as contrasted to the actual 2012 run rate of 132.

Director of Nursing Dodi Sheltra and Sabrina Hutchins (Quality Assurance Infection Control) joined the meeting to discuss MNH staffing and nursing operations. No changes were proposed to the nursing budget.

Dietary was then reviewed and Bethany Lawson joined the meeting. Aides were reduced by eight (8) hours or .1 FTE's.

Speaks to use of non-authorized foods stuffs that do not meet CMS requirements and the need to buy from only approved sources and with prior approval.

Question regarding unemployment insurance and impact on insurance costs.

Capital requests from K. Kindopp. Bethany Lawson speaks to acquisition of new blender. Discusses the aspect of acquiring two new benders and replacement of two ovens. Ovens are older than 1999 and do not heat reliably.

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Monday, December 14, 2013 – 9:00AM
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201 River Road, Westmoreland, NH 03467

Covers the Registry usage by MNH to supplement staffing needs. Speaks to acquiring full time speech therapist and other therapist staffing.

TLC Unit – Psychiatric Unit – staff is cross-trained to cover nursing home residents’ needs and TLC needs.

Speaks to difficulty with getting paid from Medicaid for residents that are accepted. \$407K at the beginning of 2013.

Environmental Services – Robin Rahe – discussion of impact on laundry because of increase in census. Discussion of census rise and fall in nursing home bed count.

Activities was then reviewed. Steve Wilson joined the meeting. Discusses request for small increase in Activities to meet CMS requirements and to provide needed services.

Laurel Moody – Physical Therapy – discuss change in way residents are rated to increase re-imbursements from Medicare. Medium to high increase re-imbursements by \$355 week, high to very high increases to ...

Capital expenses: electric High-Low table. 15 years old. Does not lift residents any longer.

Gina Cutler – Occupational Therapist – Travel expenses question. State and National license training courses.

Misc. Services for Residents -

Speech Therapist – KK answers questions about filling position – Joined in November

Capital equipment discussion – discussion of capital requests and specifically chairs and lifts.

There being no other business to conduct, Rep. Eaton moved to adjourn the meeting and upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County - County Attorney Search Committee
Monday, January 14, 2013 – 12:05PM
Maplewood Nursing Home
201 River Road, Westmoreland, NH 03467

PRESENT: Representatives Hunt, Eaton, Berch, Tatro, Administrator Wozmak, and Project Manager Bouchard

ABSENT: Representatives Lerandeau and Sad

At 12:00PM the first meeting of the Cheshire County – County Attorney Search Committee was called to order by Rep. Tatro.

Administrator Wozmak briefed the committee members of the contents of their search committee packets. He reported that three current Assistant County Attorneys have applied for the position. Those individuals are John Gasaway, Chris McLaughlin and Keith Clouatre. He said that in addition, Attorneys Stephen R. Kasmar from Merrimack, Jorel V. Booker from Dover and Morgan Bitton from Wilmington, VT also applied.

He then informed the committee members that conversations with the State Attorney General's office and the Secretary of State's office indicated that any applicant had to be domiciled within the County at the time of application in the same manner as if one were filing for elected office. He said that due to some language differences between certain statutes, there was a difference of opinion as to whether domicile was required by statute in this instance.

The members of the committee discussed the domicile issue and after discussion **Rep. Eaton moved to eliminate from consideration any applicant who is not currently domiciled within the County of Cheshire. Upon a voice vote the motion passed unanimously.**

The committee then discussed the Lambert v. Belknap County Convention NH Supreme Court case relating to the appointment of an elected official and the prohibition of secret ballots and the caution against using non-public sessions unless in strict conformance with the NH Right-to-Know law.

A draft scoring matrix was provided as a guide for grading candidates was reviewed and committee members were advised that the matrix was only one of a number of tools that could be used to rank the applicants. It was discussed that each member of the committee could determine which ranking method they wished to utilize.

The discussion then turned to the remaining three candidates and it was decided that interviews would be held on February 4, 2013 at the House of Correction, beginning at 12:30 and each would be scheduled approximately forty-five minutes apart. Administrator Wozmak will contact the candidates and apprise them of the times and place for the interviews.

At 12:15PM there being no other business Rep. Eaton moved to suspend the meeting until February 4th at 12:15pm and upon vote the motion passed unanimously.

Respectfully Submitted,
J. Wozmak, Clerk

MINUTES
Cheshire County Executive Committee
Monday, January 28, 2013 – 9:00AM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Eaton, Weed, Emerson, Butynski, Johnson, Sad, Tatro, Berch, and Shepardson, Commissioners Pratt, Zerba, and Rogers; Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

ABSENT: Representative Hunt and Mann

At 9:03AM Vice-Chairman Eaton called the Executive Meeting to order to review the 2013 Budget.

The Department of Corrections budget was reviewed and Superintendent Van Wickler, Medical Supervisor Mullins, Kitchen Manager Nason, and Executive Assistant Lantry were present.

Superintendent Van Wickler presented the 2013 Department of Corrections overview that reflected a \$500,000.00 overall decrease from 2012. He also stated that the projected revenue projections for 2013 derived from housing inmates from other counties and the State of Vermont will bring in approximately \$1,000,000.00 in revenue. Superintendent Van Wickler and his staff answered a number of questions concerning food costs, personnel, the Geo Thermal heating / cooling systems, local and federal inmates housed at Cheshire DOC, and expenses for requested capital expense items. The budget was accepted as presented and no adjustments were made to the 2013 budget request for the Department of Corrections.

Michael Potter of the Alternative Sentencing / Mental Health Court presented his budget request and distributed a fact sheet that reviewed prior year's client profiles and the drug court program. The Representatives posed a number of questions concerning the operational aspects of the programs and discussed the overall effectiveness of the program(s). The budget was accepted and proposed and no changes were made.

IT Director Hummel then presented the IT budget for 2013 highlighting the needed upgrades to in-place networks and application software and the rising cost of external maintenance/support agreements needed for various County departments. Director Hummel answered a number of questions concerning cost containment and further explained the necessity of the proposed system upgrades. The IT budget was accepted as presented with no changes.

At 11:04AM there being no further public business to discuss Vice-Chair Eaton moved to suspend the meeting until February 4, 2013. Upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County Executive Committee
Monday, February 4, 2013 – 9:00AM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Eaton, Robertson, Weed, Emerson, Butynski, Johnson, Sad, Tatro, Berch, and Shepardson, Commissioners Pratt, Zerba, and Rogers; Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

ABSENT: Representative Hunt and Mann

At 9:08AM Vice-Chairman Eaton called the Executive Meeting to order to review the 2013 Budget.

The outside agencies budget review began with Home Health Care Hospice and Community Services. The budget for HHCH&CS was reviewed and the request for an increase in funding to \$103,000.00 was discussed. No changes were proposed to the 2013 budget which levels funds the agency at the 2012 budgeted amount of \$50,000.00.

The Monadnock Center for Violence Prevention budget was then reviewed and no changes were made to the 2013 proposed budget.

The Monadnock Regional Child Advocacy Center requested budget was reviewed and following an extended discussion no change was made to the proposed 2013 budget.

The Community Kitchen then presented their request for funding and the operation of the program and its facilities were discussed. No changes were made to the 2013 proposed budget.

Monadnock Developmental Services then presented the 2013 request for funding and it was learned that approximately twenty-five (25%) of organizations the total budget comes from County funding. Following discussion, no changes were proposed for the 2013 budget.

Monadnock Family Services presented their budget request and it was learned that the total budget for services is \$1,100,000.00. It was also learned that due to State funding cutbacks MFS will experience an expected deficit of approximately \$114,000.00 for 2013. No changes were made to the proposed budget.

The Youth Services Division from the city of Keene presented their budget request for the Juvenile Court Diversion program and CHINS (Children In Need of Services) Diversion Program. It was learned that out of a total of 76 cases handled in 2012 and that the average cost to the County for adjudicating these cases was approximately \$300.00. After discussion, no changes were made to the budget and the program will continue level funded from 2012.

The University of New Hampshire Cooperative Extension then presented their budget request. A discussion of the various programs began and covered the Forestry programs, Agriculture Agents, and the 4 H program. No changes were made to the proposed budget.

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Monday, February 4, 2013 – 9:00AM
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At 12:04AM there being no further public business to discuss Vice-Chair Eaton moved to suspend the meeting until February 11, 2013. Upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County - County Attorney Search Committee
Monday, February 4, 2013 – 12:45PM
Cheshire County Department of Corrections
825 Marlboro Street, Keene, NH

PRESENT: Representatives Eaton, Berch, Tatro and Sad, Commissioner Pratt, Administrator Wozmak, and Project Manager Bouchard.

ABSENT: Representatives Lerandeau and Hunt

At 12:45PM the second meeting of the Cheshire County – County Attorney Search Committee was called to order by Rep. Eaton.

Administrator Wozmak briefed the committee members on the purpose for the meeting today, which was to conduct three interviews of the candidates selected at the previous meeting. The three applicants are John Gasaway, Chris McLaughlin and Keith Clouatre, all who currently work as Assistant County Attorneys in Cheshire County and who are residents of the County.

John Gasaway was interviewed first and made opening statements that were followed by a series of questions from the committee members. Inquiries were made regarding the applicant's management experience, legal experience and the direction in which the applicant intended to take the department if selected as the Interim County Attorney. Summarizing the discussion; Mr. Gasaway received his law degree in 2002. The County has employed him since 2010. Before this, he spent two years in Ireland as a Legal Case Officer and from 2006-2008 worked in the NH Attorney General's office as an Assistant Attorney General. From 2004 to 2006, he worked as an Assistant County Attorney in the Rockingham County Attorney's office. He would not intend to make many major changes within the department as an Interim but had several areas to offer that he would work on. He has been involved in the discussions regarding the Drug Court. Although he has supervised some people in the past, he has not had a managerial role. The interview lasted approximately 45 minutes.

Chris McLaughlin was interviewed next and was asked a series of questions. He was asked about his background, his prior law office management experience and the direction in which he would take the office if selected as Interim County Attorney. Summarizing the discussion; Mr. McLaughlin received his law degree in 1988 and has worked for the County from 2006 to the present. He has worked in the NH Public Defender's Office for a total of 12 years and was the Assistant Appellate Defender. He has had experience in a management role when he was the Managing Attorney for the NH Public Defender's Office. He believes very strongly in alternatives to incarceration and is a strong advocate of the Drug Court. He is very much involved in the Alternative Sentencing/Mental Health Court program in the Circuit Court. He also practiced privately for 5 years at a law firm in Claremont from 1993 to 1997. He presented his view of the changes he would make in the management and operation of the County Attorney's office. The interview lasted approximately 45 minutes.

Keith Clouatre was the final applicant interviewed. He was asked about his background, his prior time as an Assistant County Attorney in Coos County and his one-term as Coos County Attorney. His view of the department was explored as well as his views on alternatives to prosecution, such as an envisioned drug court in Superior Court. Summarizing the discussion; Mr. Clouatre has been an attorney since 2001 and began his legal career in Coos County as an Assistant County Attorney until 2006 when he secured a one-term position as County Attorney for Coos County. He stated that he tried for a second term but was not re-elected. Following this, he moved to Cheshire County and

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Monday, February 4, 2013 – 12:45PM
Cheshire County Department of Corrections
825 Marlboro Street, Keene, NH

obtained his current position as Assistant County Attorney. He said he would make changes in the operation of the department that he thinks are necessary to clarify the various roles and positions within the department. When asked, was reluctant to totally embrace the Drug Court, stating that some drug addicted felons should not be given the option of treatment instead of prosecution. The interview lasted approximately 30 minutes.

The committee briefly discussed who had the strongest combination of background, education, experience and training to be the Interim County Attorney. After discussion, the Committee decided to take the matter under advisement and to meet next Monday following the Executive Committee budget meeting to make a report regarding a recommendation to the full delegation.

At 2:40 PM the meeting was suspended until February 11, 2013 immediately following the Executive Committee meeting.

Respectfully Submitted,
J. Wozmak, Clerk

MINUTES
Cheshire County Executive Committee
Monday, February 11, 2013 – 9:00AM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Hunt, Eaton, Robertson, Weed, Butynski, Johnson, Sad, Tatro, Berch, Mann, Commissioners Pratt, Zerba, and Rogers; Administrator Wozmak, Finance Director Trombly, Sheriff Rivera, Capt. Croteau, Dispatch Director Crowell, Register of Deeds Tilton, Conservation Manager Littleton, and Project Manager Bouchard

ABSENT: Representative Emerson

At 9:20AM Vice-Chairman Hunt called the Executive Meeting to order to review the 2013 Budget.

Administrator Wozmak presented the County Attorney's budget and reported that the overall budget request is \$500.00 less than 2012. A number of questions were asked regarding the selection process for the new County Attorney. Following the conclusion of discussions, no changes were made to the proposed budget.

The Medical Examiner's budget was then reviewed and no changes were made to the proposed budget.

The Sheriff Rivera then presented the Sheriff's department budget request for 2013. A wide ranging discussion covering personnel, video conferencing, Vermont Yankee evacuation plans and other topics ensued. Sheriff Rivera promised the Executive Delegation that he would come back before the committee prior to filling any Deputy Sheriff vacancies. At the conclusion of the discussion no changes were made to the proposed budget.

Registrar Tilton then presented the budget request for the Registry of Deeds. Registrar Tilton reviewed some of the changes being instituted in 2013 including changes in fee's for copies of registry materials. At the conclusion of the discussions, no changes were made to the proposed budget.

Conservation Manager Costello-Littleton then reviewed the budget for the Cheshire County Conversation District. A short discussion of the number and quality of the programs being provided by the Conservation District began and the assembled Representatives voiced support for good work the program is doing in supporting local agriculture. No changes were made to the proposed budget.

Rep. Butynski moved to accept the proposed budget at a zero (0%) percent increase in taxes to be raised of \$41,082,903.00. The motion was seconded by Rep. Eaton. Discussion followed concerning allocations for the proposed Drug Court, County retirement costs, and outside revenues that are anticipated such as those received by the Department of Corrections for Federal inmates holds. After discussion Rep. Butynski and Eaton withdrew their motion and moved to recommend to the full delegation a total budget of \$41,216,650 with \$23,122,637 in taxes to be raised, resulting in a total increase of \$13,043.00 in taxes to be raised, a decrease of 0.06%.

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Upon vote the motion passed with seven (7) Yea's and one (1) Nay from Rep. Weed.

The Executive Committee then took-up the discussion of personnel compensation for Union and non-union employees in 2013. The Union members will receive the previously approved 2012 (and deferred for 2012 budgetary reasons), one (1) time wage adjustment of one-point-nine percent (1.9%) effective March 31, 2013. Further increases for future years are still being negotiated.

Hourly Staff employees (not members of the Union) will receive the one (1) time wage adjustment of one-point-nine percent (1.9%) effective March 31, 2013 and a Cost-of-Living-Adjustment (COLA) of one-point-seven percent (1.7%) and a longevity of point-eight percent (.8%) for a total of four-point-four percent (4.4%).

Salaried employees will receive a Cost-of-Living-Adjustment (COLA) of one-point-seven percent (1.7%) and a longevity of one-point-three percent (1.3%) for a total of three percent (3%).

The Department of Corrections Correctional Officers, will receive a one (1) time wage adjustment of one-dollar (\$1.00) per hour effective March 31, 2013 and will be eligible for a point-eight percent (.8%) longevity adjustment on their anniversary hire date.

At 12:04AM there being no further public business to discuss Vice-Chair Eaton moved to suspend the meeting until March 18, 2013. Upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County - County Attorney Search Committee
Monday, February 11, 2013 – 12:30PM
Cheshire County Department of Corrections
825 Marlboro Street, Keene, NH

PRESENT: Representatives Eaton, Hunt and Sad, Commissioner Pratt, Administrator Wozmak, and Project Manager Bouchard.

ABSENT: Representatives Tatro, Lerandeau and Berch.

At 12:30PM the third and final meeting of the Cheshire County – County Attorney Search Committee was called to order by Rep. Eaton.

Upon a motion by Rep. Eaton, seconded by Rep Sad, the minutes of the Committee meeting of January 14 and February 4 were approved.

The Committee reviewed a draft memorandum and recommendation for the Delegation and approved the memorandum and asked that it be dispatched to the full Delegation.

Representative Eaton made a motion to nominate D. Chris McLaughlin as the Interim County Attorney until the next general election. Rep. Sad seconded the motion. The motion passed unanimously.

At 12:45 PM the meeting was adjourned.

Respectfully Submitted,
J. Wozmak, Clerk

MINUTES
Cheshire County Executive Committee
Monday, February 18, 2013 – 7:00PM
12 Court Street, Keene, NH 03431

PRESENT: Representatives Eaton, Emerson, Weed, Butynski, Lerandean, Roberts, Johnson, Sad, Weber, Burrige, Chase, Johnsen, G., Tatro, Ames, Berch, Ley, Shepardson, Commissioners Pratt, and Zerba, Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

ABSENT: Representative(s) Hunt, Robertson, Parkhurst, Mann, Phillips, Young

At 7:00PM Chairman Tatro called the Executive Meeting to order to consider the appointment of D. Chris McLaughlin as County of Cheshire County Attorney.

Commissioner Pratt was recognized by the chair and rose to congratulate Sheriff Rivera, and Register of Deeds Tilton on their election.

Chair Tatro then detailed the selection process used by the County Attorney search committee comprised of Rep.'s Hunt, Eaton, Berch, Sad, Tatro, Commissioner Pratt and Administrator Wozmak.

Commissioner Pratt then added that the committee was deeply impressed by all three (3) candidates and said that the County was fortunate to have all three attorneys on staff.

Rep. Eaton then moved, "That as a result of the resignation of elected County Attorney Peter Heed, that the Delegation accept the recommendation of the County Attorney Search Committee to appoint D. Chris McLaughlin to fill the vacancy for the unexpired term in accordance with RSA 661:9-1".

The motion was seconded by Rep. Burrige and Rep. Weber, and upon vote the motion passed with unanimously with sixteen (16) Yea's.

Attorney McLaughlin was sworn into office by Administrator Wozmak.

Commissioner Pratt spoke to a job well done by interim County Attorney K. O'Reilly and thanked her for her willingness to temporarily step into the job.

At 7:10PM there being no further public business to discuss Chairman Tatro moved to adjourn the meeting. Upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County Delegation
Tuesday, March 18, 2013 – 7:00PM
Jury Assembly Room
12 Court Street, Keene, NH 03431

PRESENT: Representatives Eaton, Robertson, Weed, Parkhurst, Lerandeau, Johnson, Sad, Weber, Berch, Burrridge, Chase, Johnsen, G., Ames, Berch, Ley, Phillips, and Shepardson, Commissioners Pratt, Zerba, and Rogers; Administrator Wozmak, Finance Director Trombly, and Project Manager Bouchard

ABSENT: Representative Hunt, Emerson, Butynski, Roberts, Tatro, Mann, and Young,

At 7:00PM Vice-Chairman Eaton called the Delegation Meeting to order to consider the 2013 Budget.

Vice-Chair Eaton speaks to the “yeoman’s” work that was done by the County department manager’s, executive staff, and Commissioners, to deliver a 2013 budget that is an extremely modest 0.06% increase over the 2012 budget.

- 1.) Vice-Chair Eaton moves to accept the Executive Committee proposed budget for 2013 in the amount of \$40,216,650 and is seconded by Rep. Berch.**

Rep. Weed spoke to supporting the budget but states that he would like to see more dollars allocated to reserves going forward.

Upon roll call vote the motion passes with thirteen (13) Yea’s and one (1) Nay. (Rep. Parkhurst dissenting).

- 2.) Rep. Lerandeau then rose and made a motion to approve taxes to be raised from cities and towns for the obligations mandated by RSA 167:18-a in the amount of \$6,864,784.00 which represents 17% of the total County budget. The motion was seconded by Rep. Weber.**

Following a short discussion a roll call vote was taken and the motion passed with thirteen (13) Yea’s and one (1) Nay. (Rep. Parkhurst dissenting).

- 3.) Rep. Parkhurst then presented a motion to approve taxes to be raised from cities and towns for the operating and capital budget of the County for 2013 in the amount of \$16,257,853.00 which represents 40% of the total County Budget. The motion was seconded by Rep. Weed.**

Upon vote the motion passed with fourteen (14) Yea’s – unanimously.

At 07:15PM there being no further public business to discuss Vice-Chair Eaton moved to adjourn the meeting. Upon vote the motion passed unanimously.

Respectfully Submitted,

Tara Sad, Clerk

MINUTES
Cheshire County Executive Committee Meeting
Monday, August 05, 2013 1:00PM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

PRESENT: Representatives Hunt, Weed, Robinson, Eaton, Berch, Mann, Butynski, Johnson, Tatro and Emerson. Commissioners Pratt, Rogers, and Zerba, Administrator Wozmak, Finance Director Trombly, and Assistant County Administrator Bouchard

ABSENT: Representative Tara Sad.

Rep. Hunt opened the Executive delegation meeting at 1:00PM for the purpose of;

1. Conducting the second quarter County budget review for 2013.
2. Discuss and vote on the ProShare funds allocation.
3. Discuss and vote on the Deeds Surcharge Account.
4. Discuss and vote on the Collective Bargaining Agreement ratification.
5. Discuss and vote on a transfer from Capital Reserves to the emergency replacement of the back-flow prevention device at the farm.
6. Discuss and vote on the budget amendment regarding the receipt of grant funds received from the Cheshire County Drug Court.
7. To discuss any other business coming before the committee.

Rep. Hunt opens the meeting at 1:06PM and reviews the agenda.

Finance Director Trombly presented the second quarter budget review and reviewed the 2013 ProShare recommendations from the Commissioners. Expenses are on target County-wide. There was a discussion about deeds and Maplewood Nursing home revenue, which are both ahead of budget.

Rep. Hunt asked a question concerning the use of the old courthouse after the state court system moves out of the building at the end of the year. Administrator Wozmak discussed some of the options to the build out of the courthouse facilities needed to hold county departments that currently rent space elsewhere. There was some discussion about whether any of the space could be rented to private attorneys. Rep. Hunt asked for reports to show the costs of operating the 33 West Street building to help determine the overall operating costs and whether the building at 33 West Street would become excess property as against the amount of square footage in the courthouse building. Wozmak suggested that the broad conversation of reuse wait until we complete the space planning work and building review. That work is currently underway.

Moving to the agenda items: Rep. Eaton moved to Increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$1,465,713 for the receipt of State of NH Proportional Share Funds not previously budgeted, and to authorize the use of Proshare funds by increasing account #4900.89.11, Maplewood Capital Improvements by \$57,750 for additional building projects to include:

**\$7,000 (Stairwell Alarm upgrade),
\$4,000 (Kitchen Drain Repairs),
\$12,500 (Transfer Switches),
\$27,500 (Shower Re-tiling),
\$3,750 (Replace failed A/C in QAIC/Medication Office), and
\$3,000 (Replace hot water pump in boiler room);**

MINUTES
Cheshire County Executive Committee Meeting
Monday, August 05, 2013 1:00PM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

Increase account # 4900.97.52 by \$5,400 for the following:
\$1,400 (2nd Floor Fridge replacement) and
\$4,000 (10 battery replacements for Mechanical Lifts)

Increase account # 4900.97.11 by \$600 for 2 portable radios for Maintenance and

Increase account # 4900.97.34 by \$800 for 1 additional laptop for the wireless project;

Furthermore, to decrease the use of ARRA funds initially appropriated for the nursing home capital projects and replace with the use of ProShare funds in the amount of \$247,647; and reserve the remaining \$1,153,516 by applying to fund balance to offset the 2014 Projected MNH Revenue shortfall.

Rep. Berch seconded the motion. Following a number of questions and extended discussion the motion passed unanimously with 10 Yea's upon vote.

Discussion began of the allocation of the ProShare funds as an off-set to the previous allocated ARRA funds for nursing home improvements. This was followed by a discussion of the ability to continue a flat budget for the next year because of the receipt of the large ProShare funds for 2013.

Rep. Eaton made a motion to **authorize a Register of Deeds Surcharge Funds amendment to make the following recommendation to the Cheshire County Delegation to increase the 2013 Register of Deeds surcharge fund expenses by \$5,946.00 from \$21,954.00 to \$27,900.00 in order to purchase a new reception desk/area.** Register of Deeds Tilton said that the operational and office layout changes being made in the Registry are intended to streamline processing of the deeds and registry of documents.

Motion is voted unanimously with 10 Yea's.

Motion by Rep. Eaton seconded by Rep. Berch regarding the Collective Bargaining Agreement. **To recommend to the Delegation to accept and ratify the Commissioners approval of the three-year collective bargaining agreement (effective as of April 1, 2013) for the Maplewood Nursing Home Service Employees and to vote to appropriate such funds in 2014 and 2015 as may be required to fund the COLA and Longevity provisions of the agreement.**

Following discussion and upon vote the motion passed unanimously with 10 Yea's.

Rep. Eaton made a motion to make the following recommendation to the Cheshire County Delegation to increase revenue line #3915.00.00 (Transfer from Capital Reserve Funds) by \$3,600.00 to allow for the use of Farm Capital Reserve Funds and to authorize the use of these funds by increasing account #4900.89.15 (Capital Outlay-Farm) by \$3,600.00 in order to replace the back flow prevention device that has failed.

Upon vote the motion passed unanimously with 10 Yea's.

MINUTES
Cheshire County Executive Committee Meeting
Monday, August 05, 2013 1:00PM
Department of Corrections
825 Marlboro Street, Keene, NH 03431

Rep Eaton made the following motion; to make the following recommendation to the Cheshire County Delegation: To increase revenue line #3319.00.00 (Federal Grants Reimbursement) by \$135,395.00 to allow for the receipt of Federal Grant funds for the Cheshire County Drug Court Program and to authorize the use of these funds by creating department #4462.00.00 (Drug Court Grant Program in the amount of \$135,395.00.

Upon vote the motion passed unanimously with 10 Yea's.

Rep. Butynski asked about the nursing home committee and spoke to the rating of the Maplewood by the federal government on the Medicare.gov web site. Administrator Kindopp spoke to a single incident at occurred in 2010 that caused the low rating for Maplewood. Since then the rating have been good and in 2013 the posted rating will return to a higher rating. Administrator Wozmak said the previous years in which County Nursing homes were targeted by the state inspectors that has since been addressed.

A discussion began concerning the over quality of the building and the possible impact on the rating of MNH.

At 2:47PM **there being no further business for the Executive Committee to consider**, Rep Eaton moved to adjourn. Upon vote the motion passed unanimously.

Respectfully Submitted,
J. Wozmak, Clerk Pro-Temp

MINUTES
Cheshire County Delegation Meeting
Monday, August 12, 2013 1:00PM
Jury Assembly Room
12 Court Street, Keene, NH 03431

PRESENT: Representatives Robertson, Emerson, Parkhurst, Butynski, Lerandean, Johnson, Sad, Burr ridge, Chase, Johnsen, Tatro, Ames, Berch, Phillips, and Young, Commissioners Pratt, and Zerba, Administrator Wozmak, Finance Director Trombly, and Assistant County Administrator Bouchard

ABSENT: Representatives Hunt, Eaton, Weed, Roberts, Weber, Ley, Mann, and Shepardson.

Rep. Tatro opened the delegation meeting at 7:02PM for the purpose of;

1. Discuss and vote on the ProShare funds allocation.
2. Discuss and vote on the Deeds Surcharge Account.
3. Discuss and vote on the Collective Bargaining Agreement ratification.
4. Discuss and vote on a transfer from Capital Reserves to the emergency replacement of the back-flow prevention device at the farm.
5. Discuss and vote on the budget amendment regarding the receipt of grant funds received from the Cheshire County Drug Court.
6. To discuss any other business coming before the delegation.

Rep. Parkhurst moves to Increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$1,465,713 for the receipt of State of NH Proportional Share Funds not previously budgeted, and to authorize the use of Proshare funds by increasing account #4900.89.11, Maplewood Capital Improvements by \$57,750 for additional building projects to include:

**\$7,000 (Stairwell Alarm upgrade),
\$4,000 (Kitchen Drain Repairs),
\$12,500 (Transfer Switches),
\$27,500 (Shower Re-tiling),
\$3,750 (Replace failed A/C in QAIC/Medication Office), and
\$3,000 (Replace hot water pump in boiler room);**

Increase account # 4900.97.52 by \$5,400 for the following:

**\$1,400 (2nd Floor Fridge replacement) and
\$4,000 (10 battery replacements for Mechanical Lifts)**

Increase account # 4900.97.11 by \$600 for 2 portable radios for Maintenance and

Increase account # 4900.97.34 by \$800 for 1 additional laptop for the wireless project;

Furthermore, to decrease the use of ARRA funds initially appropriated for the nursing home capital projects and replace with the use of ProShare funds in the amount of \$247,647; and reserve the remaining \$1,153,516 by applying to fund balance to offset the 2014 Projected MNH Revenue shortfall.

Rep. Berch seconded motion. Following a number of questions and extended discussion the motion passed unanimously with fourteen (14) Yea's and no Nay's upon vote.

MINUTES
Cheshire County Delegation Meeting
Monday, August 12, 2013 1:00PM
Jury Assembly Room
12 Court Street, Keene, NH 03431

Discussion began of the allocation of the ProShare funds as an off-set to the previous allocated ARRA funds for nursing home improvements.

Rep. Robinson made a motion to **authorize a Register of Deeds Surcharge Funds amendment to increase the 2013 Register of Deeds surcharge fund expenses by \$5,946.00 from \$21,954.00 to \$27,900.00 in order to purchase a new reception desk/area.** Seconded by Rep. Berch. Rep. Johnson states that although she will vote for the motion she thinks that the price for the desk / counter is too expensive. Register Tilton explains the process involved in searching out a source for the desk / counter and explained that she was only able to find one (1) source for the equipment.

Upon vote the motion passed with fourteen (13) Yea's and one (1) Nay's.

Motion by Rep. Butynski seconded by Rep. Ames regarding the Collective Bargaining Agreement. **To accept and ratify the Commissioners approval of the three-year collective bargaining agreement (effective as of April 1, 2013) for the Maplewood Nursing Home Service Employees and to vote to appropriate such funds in 2014 and 2015 as may be required to fund the COLA and Longevity provisions of the agreement.**

Following discussion and upon vote the motion passed unanimously with fourteen (14) Yea's and no Nay's

Rep. Johnson made a motion to increase revenue line #3915.00.00 (Transfer from Capital Reserve Funds) by \$3,600.00 to allow for the use of Farm Capital Reserve Funds and to authorize the use of these funds by increasing account #4900.89.15 (Capital Outlay-Farm) by \$3,600.00 in order to replace the backflow prevention device that has failed. Seconded by Rep. Lerandeau.

Upon vote the motion passed unanimously with fourteen (14) Yea's and no Nay's

Rep. made Burridge following motion; seconded by Rep. Robinson to increase revenue line #3319.00.00 (Federal Grants Reimbursement) by \$135,395.00 to allow for the receipt of Federal Grant funds for the Cheshire County Drug Court Program and to authorize the use of these funds by creating department #4462.00.00 (Drug Court Grant Program in the amount of \$135,395.00.

Upon vote the motion passed unanimously with fourteen (14) Yea's and no Nay's.

Rep. Ames moves to amend the 2013 County Budget to the amount of \$40,420.195.00. Seconded by Rep. Cynthia Chase. **Upon vote the motion passed fourteen (14) Yea's and no Nay's**

At 7:22PM there being no further business for the Delegation to consider, Rep. Parkhurst moved to adjourn. **Upon vote the motion passed unanimously. Motion passes with fourteen (14) Yea's and no Nay's.**

Respectfully Submitted,
Tara Sad, Clerk

MINUTES
Cheshire County Delegation
Executive Committee Meeting
Monday, December 09, 2013
12 Court Street, Keene, NH

PRESENT: Representatives Hunt; Johnson, Robertson, Weed, Butynski, Berch, Man, Tatro, Treasurer William Lynch, Commissioners Pratt and Rogers; Administrator Wozmak, Finance Director Trombly, Assistant County Administrator Bouchard

ABSENT: Representatives Eaton and Emerson

Chair Hunt opened the meeting at the conclusion of the Delegation meeting.

The Chair then heard a motion from Rep. Tatro and seconded by Rep. Berch to “authorize the Treasurer of Cheshire County, upon the request of the Cheshire Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$21 million dollars for the 2014 budget year, January 1, 2014 to December 31, 2014. Motion was voted on and passed unanimously.

The schedule for the 2014 Proposed Budget Review meetings was discussed and dates identified for the normal budget review cycle.

Chair Hunt made a motion to adjourn and the motion passed unanimously.

Respectfully Submitted,

Rep. Jane Johnson, Clerk Pro Tem

MINUTES
Cheshire County Delegation Meeting
Monday, December 9, 2013, 7PM
Jury Assembly Room
12 Court Street, Keene, NH 03431

PRESENT: Representatives Hunt, Robertson, Weed, Parkhurst, Butynski, Roberts, Johnson, Johnsen, Tatro, Ames, Berch, Ley, Mann, Phillips, Shepardson and Young, Commissioners Pratt, and Rogers, Administrator Wozmak, Finance Director Trombly.

ABSENT: Representatives Eaton, Emerson, Lelandeau, Sad, Burrige and Chase.

Representative Tatro open the public hearing on the commissioners proposed budget at 7 PM. He turned the meeting over to Commissioner Jack Pratt, chairman of the board of commissioners, who made opening statements about I proposed budget for 2014. Commissioner Pratt said that the proposed budget is \$41,786,495 which represents an increase of \$723,592 or an increase of 1.76% from 2013. Taxes to be raised are proposed at \$21,387,451. This figure is an increase of \$264,814 or 1.15% from 2013. He said that over the past two years the commissioners have decreased the overall budget by 5.6%. While they were unable to absorb all of the usual and customary increases in expenses, they remain proud of the work at maintaining the downward curve of taxes to be raised. Taxes remain 4.45% lower than the amount three years ago. The proposed 2014 budget is again virtually level funded but for some unavoidable increases in health insurance and retirement funding; both of which are difficult to totally contain within a neutral budget. The Department managers of the County worked very hard to offset any new requests for equipment or personnel by making reductions elsewhere within their budgets. However, there are select increases in certain departments. For example, the Department of Corrections budget has increased by the addition of two additional correctional officers and the information technology Department has one additional staff member proposed due to the increasingly complex and expanded IT infrastructure. At Maplewood nursing home we continue to be mindful of the balance between the revenue and the expenses and continue to advance towards quote rightsizing" our staffing. We are pleased with the efforts of our Department managers and elected officials as they recognize the pressure to minimize the impact on the taxpayer and our obligation to provide necessary and essential services to the citizens of the County, and fulfilling our obligations to provide fair and equitable wages to the County's hard-working employees.

Chairman Representative Tatro then asked there was any questions from any member of the public about the proposed budget. A citizen in attendance, Bill McGrath, of Winchester, made several comments about the budget and was concerned about increases which he identified in detail having read from a long list. There was some discussion among the representatives about how little the public gets to know about the actual budget process and the details behind the numbers that appear in the newspaper. It was noted that the information that appears in the newspaper is what is required by law but that it does not always Rick left the actual or amended budget that might be approved later in the year. Citizen McGrath understood that in all likelihood that answers to the many questions that he had and invited members of the executive committee to take a close look at the list that he had comprised. He was asked to mail his list to representative hunt caribou County administration building. There being no further questions from members of the public the public hearing was closed at 7:28 PM

Chairman Tatro then recognized representative Roberts for a motion. Representative Roberts moved to authorize the Registry of Deeds to extend 2014 surcharge funds in the amount of \$14,400.00. The motion was seconded by Representative Weber. The register of deeds Anna Tilton explained the contract for Fiddler for Internet service and for online records for public access which is responsible for the bulk of the surcharge fund expenditures. Upon a roll call vote the motion passed 17 Yea and zero (0) Nay.

MINUTES
Cheshire County Delegation Meeting
Monday, December 9, 2013, 7PM
Jury Assembly Room
12 Court Street, Keene, NH 03431

The Chairman recognized Representative Weber for a motion. Representative Weber moved to authorize the County commissioners to hire one additional full-time employee for the information technology department as soon as possible in January 2014. The motion was seconded by Representative Robertson. Chairman Pratt asked IT director Robert Hummel explained the need for the additional person.

Hummel explained that there were many hardware and software applications that have been backlogged and the workload in general was increasing. Some of the backlog an ID projects included the mandatory upgrade from Windows XP 2003 for all users with significant retraining; installation of the new Keene phone system; expansion of Maplewood electronic charting system to include accounts receivable and prescription medication orders; upgrade of Microsoft office from Office 97 to office 2010; finalizing the computer system in the Sheriff's new mobile command post; and implementing a new secure e-mail server to comply with it but security requirements regarding encryption. There was significant discussion about the procedure of advancing a new FTE at this level as opposed to having it considered by the executive committee. Representative hunt stated that this was an unusual circumstance and that he was skeptical of approving it at this time without having had the opportunity to have a discussion about it. Hunt's feeling was that it was inappropriate at this may be meeting and that this matter should be referred to the executive committee. There were however, some members of the delegation who were willing to accept the explanation given and to authorize the commissioners to move forward. Representative Weber moved to amend the motion to authorize the executive committee to authorize the commissioners to create an additional ID position when they begin meeting in January. The amended motion was called for a vote and as a result of a roll call vote the amended motion passed 11 Yeas and six (6) Nays. Therefore the executive committee will take up the matter when they convene in January.

The Chairman recognized Representative Parkhurst for a motion. Representative Parkhurst moved to act on the commissioner's recommendation to sell the Blood farm with a minimum of 5 acres of land. The motion was seconded by Representative Gladys Johnsen. Commissioners Pratt and Rogers explained what the Blood farm was and answered a series of questions around the history of their interest in selling the book for. There was a variety of questions regarding what the appraisal value of the property was, why five-acre minimum, why not more than 5 acres, how many acres etc. Representative Weber offered a friendly amendment to the motion that would authorize the commissioners to explore the sale of the Blood farm and to require the commissioners to present to the delegation their proposal for a sale at a future delegation meeting. The friendly amendment was accepted and seconded by Representative Berch. Upon a roll call vote the amended motion passed 16 Yeas and one (1) Nay.

There was a discussion about the situation in the town of Troy and the possibility that the town may be unable to make their tax payment to the County due to the rate setting delay of their local tax rate. While the chairman was interested in advancing a motion to forgive any interest as a result of the late payment he withdrew his motion after discussion with the delegation about the timeliness of the motion. It was determined that since taxes are not due until December 17, that the delegation could take the matter up if and when interest penalties attached. There was significant concern that waiving the interest fees indiscriminately would set a bad precedent for the other towns in the County. It was noted how important it is for the tax payments to arrive in a timely fashion to the County so that the County can repay its tax anticipation note when it is due on December 31.

MINUTES
Cheshire County Delegation Meeting
Monday, December 9, 2013, 7PM
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12 Court Street, Keene, NH 03431

There being no further business the meeting was adjourned.

Respectfully submitted, Rep. Jane Johnson