

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, July 9, 2014 9:30AM**  
Department of Corrections  
825 Marlboro Road,  
Keene, NH 03431

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**PRESENT:** Commissioners Pratt, Rogers, and Zerba

**STAFF:** County Administrator Wozmak, Director of Finance Trombly, Sheriff Rivera, Communications Director Crowell, and Assistant County Administrator (ACA) Bouchard

**GUESTS:** Westmoreland Selectperson J. Hammond, Dale Pregent. Rep. D. Eaton, Rep. B. Tatro

**At 09:30AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Pratt moved to go into non-public session to discuss consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. The motion was seconded by Commissioner Rogers and upon vote the motion passed unanimously.**

**As a result of the deliberations in non-public session: No decisions were made and no was vote taken.**

**At 10:27AM The Commissioners unanimously voted to return to public session.**

Chairman Pratt recognized County Administrator Wozmak for the purpose of providing the weekly operational update.

Wozmak discussed the on-going financial analysis of Group 1 and Group 2 employee retirement options. Director Trombly spoke to some of the scenarios being developed and said that she is preparing charts and graphs that will help explain the results of the analysis and these will be presented a future meeting. As a result of the discussion, a new Master Agenda Item for Group 1 / Group 2 retirement options will added to Commissioners agenda tracking list.

Wozmak then discussed the publication of an RFP for the replacement of the in-ground oil tank at the Administration Building at 33 West Street in Keene. He said that according to State DES the tank is approaching end-of-life and must be replaced by the end of 2015. \$30,000.00 has been approved and allocated from the 2014 budget but based on initial estimates from vendors more may be needed to complete the work.

Wozmak then reported that the results of the boiler teardowns at the old Courthouse produced some good news in that after removing approximately 105 gallons of rust, soot, and debris, the boiler jackets and combustion chambers were in good condition and the boilers will not have to be immediately replaced as feared.

Wozmak then presented the ProShare fund distribution requests for 2014 and discussed the need of funding some anticipated projects at the nursing home.

Wozmak then advised the Commissioners that a "Sovereign Citizen" had attempted to file fictitious liens at the Registry and was dissuaded from doing so only after being advised that

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false filings were now a Class B felony in New Hampshire. Wozmak advised that the Commissioners, and all public officials, should sign-up for the free Registry Fraud Alert program that informs you of any filings that occur that list your property.

Sheriff Rivera and Director Crowell were then recognized and asked that the Commissioners authorize the Sheriff to proceed with the joint City and County BJA grant that was presented at the June 6, 2014 meeting for a total of \$14,657.00 now that the thirty (30) day comment period had expired. **Following a short discussion, Commissioner Zerba moved to authorize the Sheriff to proceed with the grant from the Bureau of Justice Administration (BJA) for a total of \$14,657.00 to be split evenly between the City of Keene and the County. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

A discussion of the Master Agenda Items began and in addition to the Group 1 – Group 2 analysis, the work being done on the County boundary lines for the Westmoreland Farm property and the oil tank replacement will also be added to the tracking list.

An extended discussion of the impact of Group 1 vs Group 2 to the Corrections staff began and the Corrections Academy for Officer Certifications was reviewed.

The Commissioners then asked that Director Trombly provide an update at next week's meeting of the 2013 authorized capital projects.

The Commissioners then returned to a discussion of the ProShare funds that were received and the list that Administrator Wozmak presented was discussed in detail. The Commissioners agreed that the requests should be presented to the Executive Committee in August for consideration. **Commissioner Zerba moved to recommend the ProShare funding allocations as presented to the Executive Committee for consideration. Commissioner Rogers seconded the motion and upon the motion passed unanimously.**

The Commissioners reviewed the Master Item tracking list and made no changes.

The Weekly Census was reviewed.

The Commissioners reviewed the manifest and **Commissioner Rogers moved to accept the manifest as presented and the motion was seconded by Commissioner Zerba. Upon vote the motion passed unanimously.**

**The Commissioners then reviewed the minutes of July 2, 2014 and Commissioner Zerba moved to accept the minutes as amended. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

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The Commissioners then reviewed the Commissioners Calendar.

Commissioner Pratt commended Administrator Wozmak and Director Trombly for the draft of the Maplewood Task Force report that was recently distributed for review. He said that the report was very well written and presented the facts in an easy and understandable format.

At 11:22AM there being no further business to discuss, **Commissioner Zerba moved to adjourn the meeting. The motion seconded by Commissioner Rogers and upon vote the motion passed unanimously.**

Respectfully Submitted,

R Zerba, Clerk