

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, November 19, 2014 9:30AM**  
Administration Building  
33 West Street  
Keene, NH 03431

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

**STAFF:** Administrator Wozmak, Finance Director Trombly, MNH Facilities Manager B. Harrison, Grants Manager Bansley, and Assistant County Administrator (ACA) Bouchard

**GUESTS:** Commissioners Elect C. Weed, and P. Graves, Westmoreland Selectboard, June Hammond, John Hoffman.

Chairman Pratt opened the meeting at 9:30AM and recognized County Administrator Wozmak who provided the following weekly operations report:

A meeting will take place this Friday with the Surveyor who is reconstructing the deeds and boundary agreements for the County farm.

The County Attorney's will begin to move into their new office space into the newly rehabbed court room space beginning December 1<sup>st</sup>.

The Regional Prosecutor will also move the week of December 1<sup>st</sup> and the cost savings accrued from rent will be approximately \$14,000.00 per year.

The Administration Building at 33 West will be converted to gas heating the week of December 1<sup>st</sup> and the oil from the existing in-ground tank will be transferred to the Old Courthouse tank.

The Furniture, Fixtures, and Equipment (FF&E) budget for the Old Courthouse project looks to be in good shape and very little new furniture is being purchased for the move. If any furniture is needed it will be purchased locally from a used office furniture dealer to the extent possible.

The Department of Corrections submitted three (3) Correctional Officers for certification and two (2) of the three (3) were denied because their training was not deemed to be equivalent to the curriculum specified by the New Hampshire Association of County's Corrections Affiliate. Since this is the exact same training that has been provided to all CO's over the last twenty (20) years by Cheshire County the decision will be appealed.

A letter has been received from Kinder Morgan asking for support for a natural gas pipeline that will terminate in NH. Specifically, the firm is asking for public County support and participation in bringing a large increase in natural gas volumes to the state. Wozmak discussed a possible County role and the issue will be revisited over the next few weeks.

Wozmak then discussed the finalization of the 2015 Commissioners budget to be presented to the Delegation's Executive Committee. A review of the budget will be completed at the end of this meeting.

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Wozmak said that he has inquired to the City of Keene about sharing vehicle maintenance facilities with the County. Action Item #136 will be carried on the Master Item Agenda to track progress of the initiative.

John Hoffman was then recognized and provided a report on the activities of the “Beyond Maplewood” citizen’s group. Hoffman outlined a number of local meetings being planned to increase public awareness of the group’s goals and spoke of a meeting being set-up with the Keene Sentinel editorial board on December 3, 2014. He also said a public meeting is being held on December 9<sup>th</sup> at HCS on Marlboro Street in Keene as the first of a series of public events.

He discussed the group’s interaction with the Green House Project group and described a parcel of land that has been identified as a potential site on which to build the Green Houses.

He then said that in conversations with the area’s congressional staff a possible reuse of the current Maplewood building as a VA long term care facility was considered and more discussions will take place over the next few weeks.

A discussion of potentially moving the current Assisted Living residents to the proposed Green House site was briefly covered.

*When Mr. Hoffman completed his presentation the Chairman (Commissioner Pratt) requested that he be sure to inform any government officials with whom he might be speaking that he was in no way speaking to them as a representative of, or on behalf of, Cheshire County.*

*Hoffman said that he has made clear to anyone he has discussed the project with that the only interests he represents are his own and that of the Beyond Maplewood coalition and that he was not speaking for the County or representing the County’s views or interests.*

MNH Facilities Manager Harrison was recognized and presented bids for the repair and upgrade of the Maplewood Hot Water systems. He said that only two bids were received and that the low bid was less than half of the amount from the second bidder. Following a series of questions from the Commissioners, **Commissioner Rogers moved to accept the bid for the repair and upgrade of the Maplewood hot water system from ARC Mechanical for an amount not to exceed \$35,000.00. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

Grants Manager Bansley was then recognized and she presented for approval an amendment to supplement the Public Health Grant currently in place. The amendment will result in a net increase of additional funds in the amount of \$22,000.00. She also presented documentation for the certification of compliance needed for the Transportation grant administered by the County that certifies compliance with Federal law.

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Follow questions and discussion, **Commissioner Zerba moved to approve the amendment to supplement the Public Health Grant to accept the additional funding of \$22,000.00. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

**Commissioner Rogers then moved to approve and authorize the signing of the letter of compliance for the Transportation Grant. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously. The Compliance document was then signed and delivered back to the Grants Manager for processing.**

Steve Roberge, Manager of the Cooperative Extension Service was then recognized for the purpose of providing the department's semi-annual report. Roberge discussed the following;

University of New Hampshire Cooperative Extension  
2014 Annual Report

Cooperative Extension carries out educational programs that address the issues that are most important to Cheshire County citizens. We focus our efforts in four program areas — Food and Agriculture, Forestry and Wildlife, Youth and Family, and Nutrition Connections — and are available to all Cheshire County citizens via traditional classroom seminars, workshops, volunteer trainings, one-on-one site-specific consultations, emails, fact sheets, articles and other forms of media and outreach.

**Cheshire County UNH Cooperative Extension Summary of 2014 Educational Programs**

Public Workshops / Educational Events	49 events, 1,665 attendees
One-on-one Site Visits (forestry & agriculture)	142 visits, 11,423 acres
Community Partnerships & Collaborations	67 collaborations or projects
Assistance to Towns	22 towns
Phone/email/walk-in	2,452 contacts
Soil Tests	88 tests
E-Newsletter Distribution	832 households
Afterschool Program Enrollment	800+ total youth
4-H Clubs	20 clubs, 250 youth
Active Volunteers	240 volunteers

Cheshire County UNH Cooperative Extension is a partnership between the University of New Hampshire and the county government, providing a direct link between the university and the citizens of Cheshire County. As stated in NH RSA 24:10, the mission of UNH Cooperative Extension "is to educate people so that they can make informed decisions" that strengthen youth, families and communities, sustain natural resources, and improve the economy.

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The local communities have been the center of UNH Cooperative Extension program efforts since its establishment by Congress in 1914. Cheshire UNH Cooperative Extension is one of ten county offices that link the University to local communities. People may drop in or call for information, participate in programs presented by Extension Field Specialists, or access information via the county web site: <http://extension.unh.edu/Counties/Cheshire/Cheshire.htm>. We offer up-to-date information to help residents make informed choices, answer questions and help solve problems. We work to identify those issues critical to residents and to formulate non-formal education programs addressing those issues. Cheshire UNH Cooperative Extension helps individuals improve their health, helps families better manage their time and money, helps communities solve environmental or economic problems, help the food and agricultural industry keep up-to-date with developing technologies, and helps youth become tomorrow's leaders.

**Members of the Cheshire County UNH Cooperative Extension Advisory Council**

Libby McCann, Westmoreland	Sharlene Beaudry, Walpole	Holly Gowdy, Walpole
Eloise Clark, Keene, Chair	Robert Hamm, Keene	Tina Christie, Alstead
Ryan Owens, Walpole, Vice Chair	Beth Hodge, Hinsdale	Theresa Majoy, Richmond
Susan Lawson-Kelleher, Chesterfield	Karen Balnis, Richmond	Stillman Rogers, Commissioner
Geoffrey Jones, Stoddard	Jane Johnson, Swanzey	

**Cheshire County UNH Cooperative Extension**

Andrea Sawyer, Youth and Family	Christine Parshall, Food and Nutrition
Carl Majewski, Food and Agriculture	Diane DuGray, Administrative Assistant
Steve Roberge, Natural Resources & Office Administrator	

Roberge answered a number of questions from the Commissioners and discussed the invasive species problems confronting the County and State. Also discussed was the upcoming County timber harvest in the Spring of 2015.

The Commissioners thanked Roberge for his report and for the good job that his office is doing for the County taxpayers.

Finance Director Trombly was then recognized and she presented a proposed Private Pay rate for the Nursing Home and Assisted Living for 2015. A worksheet showing the comparison of the private pay rates for the surrounding communities was reviewed and discussed at length.

**Following an extended discussion that weighed the pros and cons of the recommended increase, Commissioner Rogers moved to increase the Private Pay rate for the 2015 year for Maplewood and Assisted Living as recommended by the staff by three (3%) percent. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

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The Weekly Census and Master Agenda Item list were then reviewed.

**Commissioner Zerba moved to accept the Weekly Manifest and was seconded by Commissioner Rogers. Upon vote the motion passed unanimously.**

**The minutes of November 12, 2014 were then reviewed and Commissioner Rogers moved to accept the minutes as amended. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

The Weekly Calendar was then reviewed and no changes were made.

**At 11:10AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Pratt moved to go into non-public session to discuss the dismissal, promotion or compensation of a public employee or the disciplining of such employee, without that employee having requested an open meeting. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

**As a result of deliberations during non-public session no decisions were made and no vote taken.**

**At 11:19AM the Commissioners unanimously voted to return to public session.**

The Commissioners Proposed budget for 2015 was then reviewed and discussed. Trombly and Wozmak presented a summary budget document that was reviewed at length and answered a number of questions concerning cuts and revisions. **After the review was completed Commissioner Rogers moved to accept the Commissioners Budget as prepared and to recommend and send to the budget to the County Delegation's Executive Committee for review. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

At 11:54AM 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