



COMMISSIONERS MEETING

Wednesday, June 17, 2026

Minutes

This meeting will be conducted in person and via Zoom at
County Hall
12 Court Street
Keene NH, 03431

Zoom Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 603123

Start Time 8:30 AM

Present: Commissioners Terry Clark, Claudia Stewart, and Skipper DiBernardo

Absent:

Staff: County Administrator Coates, Finance Director Trombly, Grants Manager Bansley, Superintendent Phillips, Sheriff Rivera, HR Director May, and Director of Executive Services/Communications Bernstein

Guests:

Public Comments

Upon recognition from the Chair, a Public Comment on topics of interest may be made.

I. Elected Officials & Department Head Updates

To receive, as informational, departmental updates requiring Commissioner review, participation, approval, and impactful departmental and operational issues.

1. Superintendent Phillips said he is likely to receive one bid to repair the DOC sidewalk soon.

2. CCEMS Chief Kreamer said all of Cheshire County EMS received recognition/state commendation for four individuals that survived out of hospital cardiac arrests due to the work of CCEMS and other departments.

3. HR Director May said Visa nurses at Maplewood are working out incredibly well.

May said there will be a Summer BBQ/Touch a Truck event this Saturday, June 20th from 11:00am-3:00pm hosted by the Cheshire County Employee's Association.

4. County Administrator Coates thanked HR Director May for her work on setting up Leadership in 3 Acts for the second annual training last week.

II. Scheduled Items

Master Agenda Item #1361: Treatment Court Subcontract for Prepayments – S. Bansley, A. Welsh

Action Expected: Vote to authorize up to two subcontracts for prepaid provider services under the Treatment Court SFY26 grant for SFY27.

1. Grants Manager Bansley said that Treatment Court's 2027 grant was reduced by the state. The state said the County can pre-pay for services out of the 2026 budget in order to save funds in the 2027 budget.

This is important as the salary of Treatment Court and Behavioral Health Court Coordinator/Project Director Welsh was only covered for 9 out of 12 months of the 2027 budget.

Bansley said there is some risk with this, but if we don't move forward with the subcontracts, there will be no money to fulfill the aforementioned salary.

2. Commissioner Stewart noted the money will be lost if we don't move forward with the subcontracts, though there is risk, there is more definitive risk in doing nothing.

3. In total the subcontracts will be between \$20,000-\$25,000.

4. Finance Director Trombly said this could create a conflict with our auditors, she is going to check in with them to see if this is a problem.

This item will be voted on at the next meeting on Wednesday, June 24.

Master Agenda Item #1362: Sole Source Contract for Trail Work – S. Bansley

Action Expected: Vote to authorize sole source of a contract for trail work on the Cheshire Rail Trail Fitzwilliam section with Holman Contracting for \$42,000.

1. Grants Manager Bansley said Holman contracting has been working on rail trails throughout the County for a few years. There was a competitive bid put out which was widely distributed.

Because of the way the initial bid came in there was some renegotiation since Holman said they could not comply with Davis Bacon rules. The owner of Holman said he is going to be doing the work himself, without any employees doing work, Davis Bacon will not apply.

Instead of \$80,000 the grant amount will be \$42,000.

In advance of the meeting, the commissioners reviewed a draft of the contract, the vendor's proposal, and the sole source justification. This project is funded in part by a Recreational Trails Program grant (RTP) via NH Department of Natural and Cultural Resources (DNCR).

Commissioner Stewart noted that she is a board member of the Monadnock Region Rail Trails Collaborative, but receives no benefits, financial or otherwise for being a member of this board or voting on this motion.

Commissioner Clark made a motion to authorize sole source of a contract for trail work on the Cheshire Rail Trail Fitzwilliam section with Holman Contracting for \$42,000. Commissioner Stewart seconded. Upon a roll call vote the motion passed unanimously.

Master Agenda Item #1363: Cheshire County Title VI Civil Rights Policy – S. Bansley
Action Expected: Vote to adopt the Cheshire County Title VI Civil Rights Policy.

1. Grants Manager Bansley said this Title VI policy is only focused on transit. Though the County does not provide transportation, it is easier to agree to this rule than not. The NH DOT asked the County to agree to this policy to receive DOT5310 funding.
2. Commissioner Stewart asked if this policy effects CVTC or HCS.

Bansley said no, they have their own rules they have to meet.

In advance of the meeting, the commissioners reviewed a copy of the Title VI Civil Rights Plan. This Title VI Plan is specific to providing transportation services and is a requirement of receiving DOT5310 funds via NH DOT regardless of whether the entity provides transportation services. A copy of the stated policy and grievance form will be made available to the public on the County website following adoption of this policy.

Commissioner Clark made a motion to adopt the Cheshire County Title VI Civil Rights Policy. Commissioner DiBernardo seconded. Upon a roll call vote, the motion passed unanimously.

Master Agenda Item #1364: Sheriff's Office Hours Addition – E. Rivera
Action Expected: To vote on the approval of .25 FTE's (10 hours) to the Sheriff's Deputy FTE allocation

1. Sheriff Rivera said there is a pending contract for Monadnock School District, he said he is short 10 hours a week in order to make the position covering the school district full time. He is requesting 10 additional hours to fulfill this position.

He said the potential revenue from this contract will bring in \$92,000-\$103,000.

.75 of the FTE will be covered by the school district. .25 of the FTE will be from the County.

The cost to the County in a year will be around \$28,000.

This will need to be taken up by the Executive Committee of the Delegation at the August, 2026 meeting.

This position is likely to start in September, the budget amendment in August will only need to be for \$10,000 to fill out the rest of the year.

County Administrator

Weekly Operations Report - The County Administrator will update the Commissioners on activities that have taken place since the previous meeting.

1. County Administrator Coates said the Commissioners, Director of Communications of Bernstein, and himself had a successful trip to D.C for Senator Shaheen's final Experience NH event.
2. Coates said the County is continuously pursuing funding from GO NORTH/Rural

Health Transformation Grant(s).

III. Old Business

IV. New Business

1. County Administrator Coates said he was requesting a motion to utilize Hemenway funds to work with Architect Michael Petrovick to assess changes to CCEMS HQ. The amount will not exceed \$6,500.

Commissioner DiBernardo made a motion to utilize Hemenway funds for architectural assessments of CCEMS HQ. Commissioner Stewart seconded. Upon a roll call vote the motion passed unanimously.

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of June 4, 2026

Commissioner Stewart made a motion to accept the manifest and minutes of June 4, Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.

VI. Calendar

Action Expected: To accept the calendar as informational and to make necessary changes/additions.

VII. General Discussion for Commissioners

VIII. Nonpublic Sessions:

At 10:40AM Commissioner Clark made a motion to enter into a non-public session pursuant to RSA 91-A:3, II (a). Commissioner Stewart seconded. Upon a roll call vote the motion passed unanimously.

As a result of the non-public(s) the Commissioner's made no decisions, and no votes were taken.

At 11:30AM the Commissioners unanimously voted to re-enter the public session.

IX. Adjournment

At 11:32AM Commissioner Clark made a motion to adjourn, and Commissioner DiBernardo seconded. Upon a roll call vote the motion passed unanimously.

Minutes Recorded by:
Davis Bernstein
Director of Executive Services & Communications

Minutes Reviewed by:
Commissioner DiBernardo
Clerk, Cheshire County Commissioners