



COMMISSIONERS MEETING

Wednesday, September 16, 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, Sheriff Rivera, and Director of Executive Services/Communications Bernstein

Guests: Sally Malay – Keene Housing Kids Collaborative

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 there is staffing struggles in the medical department of the Department of Corrections. For shifts with low staffing, nurses are eligible for a \$3 an hour increase for said shifts.

2. Director of Exec. Services/Comms. Bernstein said Lynsey Kadlik was hired as the new Director of Restorative Justice.

II. Scheduled Items

Master Agenda Item #1384: Discussion on Keene Housing Kids Collaborative – S. Malay

Action Expected: To receive an update on the Keene Housing Kids Collaborative (KHKC) from the Executive Director.

1. Executive Director of KHKC Malay thanked the Commissioners for their support of the programming at KHKC especially in regards to the work they are doing to support those impacted by the opioid crisis. She said there are around 10 families that need support in relation to the crisis. She referenced a family who had a parent overdose in front of their children.

Malay said they are a prevention program in the sense that they guide children to make good decisions in the future so they do not fall into addiction. Critical thinking skills, access to caring adults, and a safe space/location to be are the main drivers of supporting these children.

She said they are supporting the families as well by bringing the families into the community, rather than forcing them out.

Malay brought a testimony from a parent who has struggled with opioid addiction commending the programs at KHKC.

Malay again thanked the Commissioners for funding KHKC in the amount of \$10,000 earlier in the year.

She was hoping to see if additional funding was available now, and yearly.

Master Agenda Item #1385: Sale of Surplus Cruiser – E. Rivera

Action Expected: To discuss the sale of an un-needed Sheriff's Office vehicle.

1. Sheriff Rivera said an old vehicle that needs a significant amount of work should be sold for a very low amount to a community in need. Rivera said selling it for \$1 to support another municipality who can put the work in and needs it would be prudent.

County Commissioner Clark made a motion to waive the bidding process in order to sell the vehicle, Commissioner Stewart seconded. Upon a roll call vote the motion passed unanimously.

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 that the town of Rindge decided to contract with Peterborough EMS.

2. Coates said the craft fair at Maplewood went very well, he thanked Maplewood staff for making it happen.

III. Old Business

IV. New Business

1. County Administrator Coates thanked the whole team behind the transition to UKG.

Finance Director Trombly specifically thanked Assistant Finance Director Hall for her incredible work on leading/directing this project.

Trombly said the first full week of paychecks coming from the new system will be on

September 25.

Hall said this will make so much more information accessible to employees include paycheck history, leave time, and more. She said this will bring a cost savings as the 500 direct deposit slips will not need to be printed and stuffed into envelopes every two weeks.

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of September 9, 2026

Commissioner Stewart made a motion to accept the manifest and minutes of September 9, 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 10:10AM 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 the Commissioner's made no decisions and no votes were taken

At 11:00AM the Commissioners unanimously voted to re-enter the public session.

IX. Adjournment

At 11:10AM 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