



COMMISSIONERS MEETING

Wednesday, September 9, 2026

Minutes

This meeting will be conducted in person and via Zoom at
Department of Corrections
825 Marlboro Road
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, HR Director May, Grants Manager Bansley, Superintendent Phillips, CCEMS Chief Kreamer, 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 Primex has paid \$2,000 towards the failure of hot water and AC in the DOC. More is expected beyond \$2,000. The total damage is not fully calculated yet as we don't have bills back from all repairs.

2. Finance Director Trombly said the official launch of UKG will ideally go live next week. She said Assistant Finance Director Hall and the whole team have done an incredible job at seeing this whole project through for more than a year.

II. Scheduled Items

Master Agenda Item #1382: Governor's Office of New Opportunities & Rural Transformational Health Planning Grant Agreement – S. Bansley

Action Expected: Vote to accept a \$50,000 planning grant from the Governor's Office of New Opportunities & Rural Transformational Health.

1. Grants Manager Bansley announced the County was awarded a \$50,000 planning grant through the Governor's Office of New Opportunities & the Rural Health Transformation grant program.

She noted this funding was rewarded incredibly fast, and the pre-application ended up serving as the full application.

She acknowledged this funding would be used for architectural work to assess and plan a potential expansion to the Cheshire County EMS' headquarters, most importantly for additional ambulance bays.

Master Agenda Item #1383: Signing of the MS-45 – S. Trombly

Action Expected: To have the Clerk of the Commissioners sign the MS-45 form for the Department of Revenue Administration.

1. Finance Director Trombly explained that the Clerk of the Commission signs the MS-45 twice a year after the County budget is passed in March, as well as when the budget is amended in August. She said this document is passed onto the Department of Revenue Administration to properly calculate tax rates.

Cheshire County Commissioner and Clerk of the Commission Skipper DiBernardo signed the necessary forms.

County Administrator

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

III. Old Business

IV. New Business

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of September 2, 2026

Commissioner Stewart made a motion to accept the manifest and minutes of September 2, 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 8:50AM 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 9:10AM the Commissioners unanimously voted to re-enter the public session.

IX. Adjournment

At 9:26AM 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