



COMMISSIONERS MEETING

Minutes

Wednesday, August 7, 2024

This meeting will be conducted in person and electronically (via Zoom) at

Department of Corrections
850 River Road
Keene, NH 03431

Zoom Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 603123

Start Time 08:30 AM

Present: Commissioners Jack Wozmak, Terry Clark and Robert Englund.

Absent:

Staff: County Administrator Coates, Finance Director Trombly, Superintendent Iosue, HR Director May, Chief McMurrer, Maplewood Administrator Kindopp, and Director of Executive Services/Communications Bernstein

Guest(s):

Public Comments

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

1. At 8:35AM the Commissioner's opened the meeting.
2. Though a member of the public was in attendance she sat in on the meeting to learn more about the County and local governance.

I. Elected Officials & Department Head Updates

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

1. Chief McMurrer said there have been 8 full crews of 12-hour shifts in July that were sent to Winchester to cover their department due to staffing challenges.

McMurrer said staffing is strong in CCEMS. A probationary employee was let go. Another employee returned to work after a non-work-related injury.

2. Maplewood Administrator Kindopp said Maplewood's passenger elevator was affected by an Earthquake. The elevator was pulled out of service on July 3rd, and they have filed an insurance claim with Primex. The earthquake caused a catastrophic failure of the elevator. Major repairs will need to be completed which could cost upwards of \$130,000. She

suggested using ProShare funds to complete the repairs. This could be partially refunded based off the pending insurance claim.

Kindopp said the fluido occupational therapy machine will not last until the next budget cycle. She said it is used multiple times a day by multiple residents. She said she received a bid that was \$3,000 less than expected at \$7,300.

Commissioner Wozmak suggested that they order the machine, and it could be paid for through ProShare

Kindopp said ordering a industrial leaf blower and a bagger for their mower will save time and promote efficiency for the Maplewood Facilities Department. The leaf blower is \$650 which can be placed within the confines of the budget, a bagger for a 0-turn mower would cost \$5,600. The leaf blower will be placed under Maplewood's equipment budget, whereas the bagger will be added to the list of ProShare items.

Kindopp said the bed suppliers for Maplewood assessed the majority of the resident's beds, around 50% of them were redlined and were in need of immediate replacement. The beds are in their seventh year of life out of a projected 15 year life cycle. 75 beds need to be replaced and would cost \$20,000. More beds will have to be replaced, but they can wait until the next budget cycle.

Commissioner Englund made a motion to approve adding the mattress replacements, replacement of the Fluido machine, and the purchase of a bagger to the recommended ProShare expenditures, and was seconded by Commissioner Clark. Upon a roll call vote the motion passed unanimously.

II. Scheduled Items

III. 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 Commissioner Clark and himself met with Southwest Regional Planning Commission on Tuesday to discuss how County-wide transit systems can be improved or created. Coates said although he said the County is available to lend their support to this project, he stated the County has no interest in establishing our own transit system.

2. Coates said he will be meeting with the Executive Director of the Community Kitchen on the week of August 11.

3. Coates said the County with Southwest Regional Planning Commission held a forum on Tuesday with guests from the Northern Border Regional Commission to discuss upcoming funding opportunities for local community members interested in funding.

4. Coates said that last week Senator Shaheen's office followed up stating that there may be \$936,000 available towards the Southwest NH District Fire Mutual Aid Communication

Infrastructure Upgrade project. Coates thanked Director of Executive Services Bernstein, and Don Bliss of Municipal Resources Inc. for providing a quick budget to the Senate Appropriations Committee.

IV. Old Business

V. New Business

Finance Director Trombly said that there will be a short-term line of credit for bond payments due on the Maplewood and DOC bonds on October 1st. Trombly will be working with the necessary parties to secure a line of credit from a local bank.

VI. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of July 31, 2024.

At 10:31AM Commissioner Clark made a motion to approve the manifest and minutes of July 31 and Commissioner Englund seconded. Upon a roll call vote the motion passed unanimously.

VII. Calendar

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

VIII. General Discussion for Commissioners

IX. Nonpublic Sessions:

A non-public session pursuant to RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

-D. Iosue

A non-public session pursuant to RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

-C. Coates

At 10:05 AM, Commissioner Clark moved to enter non-public to discuss RSA 91-A:3, II(c) Matters which, if discussed in public, would affect adversely the reputation of any person other than a member of this board unless such person requests an open meeting, and RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.

As a result of discussions in nonpublic sessions, the Commissioner's determined that the County Attorney will need too follow the normal budget process.

At 10:29 AM, the Commissioners moved to re-enter the public session.

X. Adjournment

At 10:31AM Commissioner Clark made a motion to adjourn and Commissioner Englund seconded. Upon a roll call vote the motion passed unanimously.

Minutes recorded by:
D. Bernstein
Director, Executive Services and Communications

Reviewed and approved by:
T. Clark, Clerk
Board of Commissioners