



COMMISSIONERS MEETING

Wednesday, September 24, 2025

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, Assistant Finance Director Hall, HR Director May, Director of Executive Services/Communications Bernstein, and Superintendent Phillips

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: HR Director May requested 20 hours unpaid time for an employee at the DOC.

Commissioner Clark made a motion to approve the 20 hours of unpaid time for the DOC employee. Commissioner DiBernardo seconded the motion. Upon a roll call vote the motion passed unanimously.

2: Superintendent Phillips said with recent bail reform he expects the population to increase from the average of 100 to 120-130 with a maximum of 150.

Commissioner Clark asked whether the duration of stay will increase.

Phillips said that is unclear from the state, but judges have less discretion over releasing inmates on bail so more inmates will be sent to jails across the state in general.

County Administrator Coates said we likely will not see the actual results of these changes for around three months.

Phillips said there would not need to be a major staff increase, but a minor increase within 2nd shift seems like it could be helpful.

II. Scheduled Items

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 fall planning meeting for the Southwest Regional Planning Commission will be on October 14 at 5:00pm at Heberton Hall in Keene Library.

2: Director of Communications Bernstein said that the NH Insurance Department is hosting a flood planning town hall in Delegation Hall on September 30 at 5:30pm.

3: Coates said that Chief Sangermano of Southwest NH District Fire Mutual Aid has submitted his resignation letter for later in October.

4: Coates said he met with Visa Solutions to identify what New Hampshire would have to do to navigate changes to foreign nursing licensure. 16 other states allow nurses to get licensed before receiving a social security number, Coates is hoping to have NH make this change with a waiver program.

HR Director May said the two visas the County works with are EB-3 and TN.

5: Bernstein reviewed the website redesign with the Commissioners.

6: Coates said Maintenance Director of the DOC Laszlo Bogar is retiring. A search for a replacement will occur soon.

7: Coates said Maplewood “powered down” yesterday to tie the rest of the building to the generator.

III. Old Business

IV. New Business

1: Commissioner Stewart asked the Executive Director(s) of Community Kitchen, Home Healthcare Hospice and Community Services, and Monadnock Center for Violence Prevention to be present at the outside agency funding presentation day on October 30.

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of September 17, 2025

Commissioner Stewart made a motion to accept the manifests and minutes of September 17, 2025. 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:

The scheduled non-public for this meeting was cancelled.

IX. Adjournment

At 9:35AM 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