



## COMMISSIONERS MEETING

Wednesday, November 5, 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, Finance Director Trombly, HR Director May, Director of Executive Services/Communications Bernstein, Sheriff Rivera, Restorative Justice Director Heneghan, Maplewood Administrator Kindopp, 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.

### **II. Scheduled Items**

Master Agenda Item #1304: Discussion on Increases to the Private Pay Rate for the Assisted Living Facility (ALF) in 2026 – K. Kindopp

**Action Expected: To vote on the adoption of suggested increases to the PP rates for ALF.**

1. Maplewood Administrator Kindopp said that Maplewood is the only assisted living program in the county that takes Medicaid.

Kindopp said she did research with County Administrator Coates and Finance Director Trombly to examine local and statewide ALF programs.

A 9% increase would bring the PP rate to \$4,203.

The increase would have Cheshire County ALF lower than Merrimack County.

Finance Director Trombly said this is primarily due to increase in costs specifically labor costs.

**Commissioner Stewart made a motion to approve the 9% increase to the private pay rates for the Assisted Living Facility. Commissioner DiBernardo seconded. Upon a roll call vote the motion passed unanimously.**

Master Agenda Item #1305: Semi-Annual Report, Restorative Justice – P. Heneghan

**Action Expected: To received an informational report on the last six months of operations from the Director of Restorative Justice.**

1. Restorative Justice Director Heneghan gave the following report:

**Criminal Legal System**

- 7 Referrals since 01/01/25

**Cheshire County House of Corrections - Facilitating Restorative Learning Dialogues**

- 21 men have participated since 01/01/25
- 13 women have participated since 01/01/25
- Mentoring a former participant to become a facilitator for future RLD sessions at CCHOC.
- Extended invitation to offer Restorative Learning Dialogues and practices to CHOC Officers and staff as part of ongoing Professional Development

**Keene High School - Providing leadership/support for Restorative Learning Center**

- Co-presented with KHS staff and City of Keene Director of Youth Services at statewide educational conference on Building a Supportive School Climate through Restorative Practices. (05/11/25)
- Providing ongoing support and coaching for Restorative Learning Center throughout fall semester.

**Keene State College - Member of Truth Reconciliation and Equity Collaboration (TREC)**

- Co-facilitating campus-wide TREC/restorative learning practices with students, faculty and staff.
- Participated in Restorative Justice professional development workshop with Suffolk University and KSC staff and students. (04/18/25)

**Home Healthcare Hospice & Community Services**

- Created and facilitated Restorative Parenting Practices for Dads Coordinated community-focused project with City of Keene Parks & Recreation Department. (June-September 2025)

**MCVP**

- Exploring opportunities and challenges for offering Restorative Circles for Survivors of Intimate Violence
- Serving on MCVP Board of Directors

**Friends of Cheshire County Treatment Courts**

- Board member with a focus on educating members on restorative principles and

- practices and how they align with Board's mission, policies and procedures.
- Provided leadership, coordination, and support for Chris Herren's Prevention Starts With All community presentation.

### **Community Outreach**

- Facilitated a learning dialogue on Restorative Justice as part of UNH Franklin Pierce School of Law's "Navigating Justice Together" student forum. (04/02/25)
- Facilitated Restorative Practices in the Workplace for staff with Connected Families NH in Keene. (07/10/25)
- Participated in a radio interview on Restorative Justice by WOOL-FM (Rise and Shine Show) (08/27/25)

Master Agenda Item #1306: Law Enforcement Services Agreement Signatures – E. Rivera

**Action Expected: To have the Commissioners sign law enforcement agreements between Cheshire County and the towns of Sullivan, Gilsum, and Richmond, as well as an amendment to the agreement with Stoddard.**

1. Sheriff Rivera said the new rate for these towns is \$70.71 an hour. This includes 33% of benefits, regional prosecutor costs, supervision, office supplies, and more.

Commissioner Stewart asked if the towns have been given a heads up that this cost increase is coming.

Sheriff Rivera said they had been notified of an increase, but not of the exact dollar amount yet.

**The Commissioners signed the Law Enforcement Agreements between Cheshire County and the towns of Sullivan, Gilsum, and Richmond, as well as an amendment to the agreement with Stoddard.**

### **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 will be meeting on Monday November 17 at 4:30pm to finalize the Commissioners' proposed budget. They will meet again after the Commissioner's meeting on Wednesday November 19 if necessary.

2. Finance Director Trombly said the next Delegation meeting is on December 8.

3. Coates said he would be meeting with George Downing on the city of Keene downtown infrastructure project.

4. Coates said the EMS education classes have experienced a delay due to state certification.

5. Coates said the Keene Community Kitchen requested \$10,000 to fund a large food pantry for those in need. They have seen an increase in food costs, but more importantly a large increase in those who need to utilize food banks/pantries.

This funding would come from the Hemingway fund which is used to support members of the Cheshire County community in need.

**Commissioner Clark made a motion to approve the utilization of \$10,000 in Hemingway funds to use towards the Community Kitchen, with \$5,000 being utilized first, and the other \$5,000 being available if necessary. Commissioner DiBernardo seconded. Upon a roll call vote the motion passed unanimously.**

**III. Old Business**

**IV. New Business**

1. Commissioner Stewart asked what the penalty is for towns that submit their tax payment late.

Finance Director Trombly said it is 10% a day without express permission from the Cheshire County Delegation ahead of time.

**V. Consent Agenda Items:**

Vote to accept the Weekly Manifests and Minutes of October 29, 2025

**Commissioner Stewart made a motion to approve the manifests and minutes of October 29, and Commissioner DiBernardo 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:**

**IX. Adjournment**

**At 10:01AM 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