



COMMISSIONERS MEETING
Wednesday, December 10, 2025
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, 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.

II. Scheduled Items

Master Agenda Item #1317: 2025 Rollover Items – S. Trombly

Action Expected: To discuss and approve the 2025 rollover items.

1. Finance Director Trombly presented the 2025 County capital expense rollovers. These projects include:

Water Treatment Plant capital improvement - tripod retrieval - \$1,500

Maplewood capital equipment - fire door replacement - \$3,000

Maplewood specialty mattress replacement - \$4,000

Sheriff capital equipment - taser replacement - \$480

Sheriff capital equipment - ballistic vests - \$2,462.97

Sheriff dispatch infrastructure project balance - \$574,153.86

DOC capital equipment - transport bus – 103,000

DOC capital equipment – Atlantic tactical bulletproof vests - \$2,429

Total - \$691,025.83

County Commissioner Clark made a motion to approve the 2025 rollover items. Commissioner DiBernardo 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 he met with Keene City Manager Ferland yesterday. He said they discussed how to set up a system that supports both systems through an improved mutual aid program.
2. Coates said staff met with Congressman Pappas and Congresswomen Goodlander's teams to support the County's work to bring in foreign nurses, specifically for letters of support
3. The Commissioners and Coates discussed the County Delegation meeting held this past Monday. They agreed it went well with good discussions.

III. Old Business

IV. New Business

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of December 3, 2025

Commissioner Stewart made a motion to approve the manifests and minutes of December 3, 2025. 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 9:16AM Commissioner Clark made a motion to enter into a non-public session pursuant to RSA 91-A:3, II (c). Commissioner Stewart seconded. Upon a roll call vote the motion passed unanimously.

At 9:42AM the Commissioners voted unanimously to re-enter the public session.

As a result of the non-public no votes were taken and no decisions were made.

IX. Adjournment

At 9:45AM 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