



COMMISSIONERS MEETING

Wednesday, December 18, 2024

Minutes

This meeting will be conducted in person and electronically (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 08:30 AM

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

Absent:

Staff: County Administrator Coates, Director of Executive Services/Communications Bernstein, HR Director May, and Superintendent Iosue.

Guests: Commissioner(s)-Elect Claudia Stewart and Skipper DiBernardo

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. County Administrator Coates and several other Cheshire County staff members took time to recognize the exceptional service to the citizens of Cheshire County by County Commissioner's Jack Wozmak and Bob Englund who both chose not to run for re-election.

2. Superintendent Iosue said they ran out of funds to complete the sidewalk project. There is an \$11,109 rollover that is available to cover the rest of the project.

Commissioner made a motion to approve the rollover to be utilized to complete the DOC sidewalk project. Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.

II. Scheduled Items

Master Agenda Item #1233: Updated Employee Handbook Discussion & Vote– K. May

Action Expected: To discuss and vote to approve changes made to the updated employee handbook.

1. HR Director May said the employee handbook has been reviewed by the Commissioners in November and December. She asked for a motion to approve the changes made to the employee handbook.

Commissioner Clark made a motion to approve the changes to the employee handbook changes. Commissioner Englund 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. Coates said HR Director May and himself met with Visa Solutions, an all-encompassing organization that brings H-1B visa holders to the U.S to serve in healthcare roles. This would be utilized to fill RN positions and others at Maplewood Nursing Home and the Department of Corrections.

Visa Solutions will be attending a Commissioner's meeting in January.

The company gets the visa holders settled here, helps them set up bank accounts, housing, licenses, and everything necessary to serve as an employee for Cheshire County.

2. Coates said all communities in Cheshire County have paid their tax bills.

3. Coates said he will be meeting with the Swanzey Selectboard on December 18th in the evening to discuss costs associated with Cheshire County EMS. He invited the Commissioners to attend, as well as the newly elected Commissioners.

III. Old Business

IV. New Business

V. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of December 11, 2024

Commissioner Clark made a motion to approve the manifest and minutes of December 11. Commissioner Englund 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.

Commissioner meeting locations through 2024:

December 25th, Canceled

VII. General Discussion for Commissioners

VIII. Nonpublic Sessions:

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.

1. At 10:02AM Commissioner Englund made a motion to enter into a non-public session pursuant to RSA 91-A:3 II (a), and Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.

At 10:30AM The Commissioners voted unanimously to exit the non-public.

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

2.. At 10:31AM Commissioner Englund made a motion to enter into a non-public session pursuant to RSA 91-A:3 II (a), and Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.

At 11:24AM The Commissioners voted unanimously to exit the non-public.

As a result of the non-public the Commissioner's voted unanimously to uphold the termination recommendation from the pertinent staff members.

IX. Adjournment

At 12:04PM Commissioner Clark made a motion to adjourn, and was seconded by Commissioner Wozmak. Upon a roll call vote the motion passed 2-1, with Commissioner Clark having voted no.

Minutes recorded by:
D. Bernstein
Director
Executive Services & Communications
Reviewed by:
T. Clark
Clerk, Board of Commissioners