



## COMMISSIONERS MEETING

### Minutes

Wednesday, January 17, 2024

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

County Hall Building  
Commissioner's Conference Room  
12 Court Street  
Keene, NH 03431

**Zoom Call-in Number: +1 646 558 8656**

**Meeting ID: 409 748 8803**

**Pin #: 6031233**

**Start Time 08:30 AM**

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

**Staff:** County Administrator Coates, Finance Director Trombly, Human Resources Director May, Superintendent Iosue, Grants Manager Bansley, Interim Cheshire County EMS Chief Olsen, EMS Transition Manager Bliss, and Director of Executive Services/Communications Bernstein

**Guest(s):** Executive Director of Monadnock Center for Violence Prevention (MCVP) Hirsch, and Family Violence Prevention Specialist Dobrovolskis

#### **Public Comments**

Upon recognition from the Chair, a Public Comment on topics of interest may be made, at most three (3) minutes in length.

At 8:37AM the Commissioners opened the meeting, and Commissioners Wozmak, Englund, and Clark responded as present.

Commissioner Wozmak acknowledged that there were no public comments present and moved on to the next item.

#### **I. Elected Officials & Department Head Updates**

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

Finance Director Trombly asked the Commissioners to make a change to the short-term disability policy. Trombly suggested increasing the weekly benefit from \$800 to \$1,500. With short term disability, 60% of weekly pay can be given, capped at \$800 a week. This increase would cost the County a \$3,000 increase on insurance premiums a year.

Trombly said the County pays life insurance and short-term disability to the Lincoln Group. Trombly is going to reach out to the Lincoln Group to confirm the estimates for the quoted premium increase.

The Commissioner's agreed with the plan, but tabled the motion until the figures were confirmed.

## **II. Scheduled Items**

Master Agenda Item: 1152 - U.S. DOJ, Office of Violence Against Women, Justice for Families application – S. Bansley, M. Hirsch

**Action Expected: Vote to approve the submission of the U.S. DOJ, Office of Violence Against Women, Justice for Families application, to appoint Grants Manager Suzanne Bansley as the authorized certifying official to submit the application and sign any documents necessary to effectuate the submission of the application, to authorize Mr. Coates to sign the Memorandum of Understanding for the SPEAK Project and to serve as an alternate certifying official.**

Grants Manager Bansley began the discussion by stating that a safe visitation center is a resource the County is severely lacking in. This would fill that need, while creating a strong partnership between the Monadnock Center for Violence Prevention and Cheshire County.

Executive Director of MCVP Hirsch began his statement by addressing the changes and successes MCVP have undergone in the past several months. He said that MCVP is growing into a truly professional and efficient organization. The grant would solidify the relationship between the County and MCVP. Hirsch says he knows we all care about preventing violence, and that the County, Courts, and MCVP all work on different levels to prevent violence. Hirsch says this is a good grant that would work well for the needs of MCVP and the citizens of the County as a whole.

Bansley said that state funding that is being awarded to recipients in the state, it is being sent largely to the seacoast.

Commissioner Clark asks how many people a safe visiting center would service.

Bansley said that in the past when Monadnock Family Services performed safe visits around 600 families utilized the service. But she stated that they would have to confirm and assess the utilization of the service.

Bansley said there are two key points to focus on for this grant, initially the center will service the victims of sexual and domestic violence. She said if we can start with this population we can go forward and discuss plans to serve larger populations.

Administrator Coates said that in his past while working for Monadnock Developmental Services without a visiting center, families had to use pharmacies or restaurants or any neutral visiting locations available.

Commissioner Clark asked whether this would be self-sustaining.

Bansley said that it will not be self-sustaining as they will not be charging those who have a court order, nor victims of domestic and sexual violence, but there could be a charge for a subset of the population that uses the center voluntarily.

**Commissioner Englund moved to to approve the submission of the U.S. DOJ, Office of Violence Against Women, Justice for Families application, to appoint Grants Manager Suzanne Bansley as the authorized certifying official to submit the application and sign any documents necessary to effectuate the submission of the application, to authorize Mr. Coates to sign the Memorandum of Understanding for the SPEAK Project and to serve as an alternate certifying official, and Commissioner Clark seconded, upon a roll call vote the motion passed unanimously**

Master Agenda Item: 1153 - Cheshire County Travel Policy – S. Bansley

**Action Expected: To discuss and vote to accept a revision to the County Travel Policy.**

Bansley began the discussion to suggest a flat rate for grant funded travel. This would result in a change to the county policy allowing a specific daily, or per meal figure.

Finance Director Trombly stated that Bansley showed her the tool for reimbursements. Trombly does not necessarily object to this, but as of this moment she will need to find a program/tool that can work throughout all of the County employees, which will take time.

Commissioner Englund asked if there are any changes to the non-grant programs, Trombly stated there will be no changes for non-grant travel yet.

### **III. County Administrator**

Weekly Operations Report - The County Administrator will update the Commissioners on activities that have taken place since the previous meeting.

Administrator Coates said the Chair of the 100 Nights Board sadly passed away recently.

Coates said he was an outstanding advocate for 100 Nights, and truly an amazing compassionate person.

Coates said the video that was created for and presented at the New Hampshire Association of Counties Conference in October was submitted for a Communicators Award.

Coates said he reached out to Primex to discuss the Tek-84 scanners for the Department of Corrections. Primex said the scanners are less invasive than a strip search, and they have no concerns about radiation levels.

Coates said the NH Association of Counties Executive Committee meeting will be at 9:00AM Monday January 22<sup>nd</sup>.

Coates said that the Southwest Regional Planning Commission approved Commissioner Clark as the next member of the board.

### **IV. Old Business**

V. **New Business**

VI. **Consent Agenda Items:**

Vote to accept the Weekly Manifests and Minutes of January 10, 2024.

**Commissioner Englund moved to accept the manifests and minutes and was seconded by Commissioner Clark. Upon 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 nonpublic 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.*

**At 10:04 AM, Commissioner Englund 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.**

**As a result of discussions in nonpublic sessions, no decisions were made, and no vote was taken.**

**At 11:02 AM, the Commissioners moved to re-enter the public session.**

X. **Adjournment**

**At 11:03 AM, Commissioner Englund moved to adjourn the meeting, which Commissioner Clark seconded. Upon 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