

MINUTES
Cheshire County Commissioners Meeting
Wednesday April 11, 2018 09:30AM
Department of Corrections
825 Marlboro Road
Keene, NH 03431

Present: Commissioners Peter Graves and Joseph Cartwright (Charles Weed absent with notice)

Staff: Administrator Coates, Finance Director Trombly, Superintendent Van Wickler, and Assistant County Administrator Bouchard

Guests: S. Horton, Maplewood Reconstruction Owners Representative

At 9:30AM the Chairman opened the meeting and recognized Melissa Beckford from IT who discussed the acquisition of wireless equipment a few years ago that was not used due to a change to different vendor for the actual implementation of the wireless network at Maplewood. The IT department is requesting to be able to sell the equipment for very close to what it was purchased for three (3) years ago. **Following conversation, Commissioner Cartwright moved to approve the sale of the equipment and was seconded by Commissioner Graves. Upon vote the motion passed unanimously with two Yea's.**

Steve Horton was then recognized and said that all of the Maplewood Reconstruction Project design documents are complete and a walkthrough for construction bidders will take place tomorrow. He said that a guaranteed maximum price (GMP) is being anticipated to be received shortly. Following receipt of the GMP bids will begin to be awarded.

He said that in getting the existing building ready for demo and reconstruction, a new fire alarm system is being installed in parallel with the existing system. He expressed a concern that the local sub-contractor market is becoming very tight and he is somewhat apprehensive about finding enough subs for a period of time this year. A discussion of the local sub-contractor market began and a discussion of the process to review and approve various aspects of the project was had.

A discussion of the need and requirements to completely document all aspects of the project was covered and it was once again stated that photo's, complete documentation, and as-built drawings will be critical to obtain from the contractor(s) before the project ends.

Coates then discussed the volunteer dinner at Maplewood on Monday evening. He said that a number of attendees asked about the progress of the project and he took the opportunity to answer a number of questions and to bring some of the volunteers up to date on the progress.

Horton then described the work site access protocols that will be in place for the period of construction and how any inquiry's and/or problem situations that arise will be handled by the on-site construction superintendent. He then discussed the on-site safety program for the project and said that a safety program is a very important element in both keeping the workers and the residents safe. A tangent conversation concerning the operability of the windows in the resident rooms was also covered.

A question about the disposal of existing assets from the project began and Horton said that competitive bidding will be put into place and the demo companies will be the responsible parties to dispose of any materials removed from the project site.

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Administrator Coates was then recognized for the Weekly Operations Report.

Coates said that the recidivism question asked by Commissioner Weed concerning jail inmates, behavioral health and drug court clients last week is being addressed and a meeting will take next week to investigate the numbers.

Coates then addressed the County Asset disposal policy that was discussed last week and made an edit for clarification of the policy. He said that the document called the responsible staff members as County Managers as they were called a number of years ago, and this will be changed to Department Heads as they are currently called.

He said that he has been working with a few local businesses and is keeping them informed of the early progress on the Northern Borders and Free Trade Designation programs.

He said that documentation on the Department of Corrections geo-thermal system is being sought and progress is being made.

Coates then said that on April 26th a retirement party for the current Maplewood Medical Director Dr. Joseph J. Capobianco, will take place at the Nursing Home.

Coates said that he met with the Maplewood Employee Auxiliary to discuss the acquisition of various equipment for the residents. A new grill for the patio and a handicapped picnic table will be acquired along with a number of other pieces of tech gear.

Coates said that a meeting with a local hiking trails design consultant took place yesterday and a three to five-year plan to fund the trail development was being contemplated. Ideas for fund raising to pay for the trail upgrades was discussed.

Old Business

Commissioner Cartwright provided a contact for a window restoration company in Alstead who may be able to assist in the Old Courthouse window restoration project. Bouchard will follow-up with the firm.

The Weekly Census was reviewed.

The minutes of April 4, 2018 were then reviewed and Commissioner Cartwright moved to accept the minutes as presented and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

The Weekly Manifest was then reviewed and a number of questions were asked by Cartwright and answered by Director Trombly concerning invoices. At the conclusion of the questions, Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

The Commissioners Calendar was then reviewed.

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Coates then discussed a topic concerning the farm maintenance projects and he will be moving ahead to implement some of the approved projects.

At 12:31PM there being no further business to discuss, Commissioner Cartwright moved to adjourn the meeting. The motion to adjourn was then seconded by Commissioner Graves and upon vote the motion passed unanimously.

Respectfully Submitted,

R. Bouchard
Clerk, Pro Tempore
Board of Commissioners