

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday August 22, 2018 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

**Present:** Commissioners Peter Graves, Joseph Cartwright and Charles Weed

**Staff:** Count Administrator Coates, and Assistant County Administrator Bouchard

**Guest(s):**

At 9:321AM Commissioner Graves opened the meeting and recognized Administrator Coates who asked the Commissioners to sign copies of the 2017 Annual Report for the staff who are being recognized in the dedication section of the report.

Coates then discussed an ad that will be purchased to honor an employee who has received a major community award.

He then said that the groundbreaking ceremony for the nursing home reconstruction project is tentatively scheduled for Friday September 21<sup>st</sup> subject to further discussions.

Coates then discussed a meeting with George Born from the New Hampshire Land and Community Heritage Investment Program (LCHIP) that took place this week to discuss the rehabilitation of the Old Courthouse windows. He said that the vendor will be sending an updated proposal shortly and it will then be passed onto LCHIP for final approval. It is hoped that work on the windows can begin shortly after Labor Day.

Coates then discussed that the employee longevity awards that are given out annually at an event at the nursing home will be held during the Commissioners Cookout for the next two years as the reconstruction of the nursing home continues.

He then said that he and Commissioner Weed will be attending a meeting next week to discuss the possible engagement of Senscio to provide home care services targeted to help prevent people from being sent to nursing homes.

Coates said that the second new electric steam kettle has been purchased for the DOC and this will now allow the removal of the standalone steam boiler that has been running 24hrs a day specifically to supply steam to the previous steam kettles in the kitchen. This move should result in substantial savings in propane costs.

He then discussed the outside agencies packets that are being distributed for the upcoming budget 2019 budget reviews.

Coates said that negotiations for a full and final settlement with the previous Construction Management company have been completed and he anticipates signing the agreement in the week or so.

The final DES landfill documentation for the new site that was created at the nursing home has been sent to the state DES.

The installation of the frost-free hydrant and backflow preventer for the Maplewood Gardens project is now complete. The equipment will service the new high-tunnel that was just installed in the garden a few weeks ago.

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Coates then signed a letter of intent to engage services with EEI for \$350,000.00 to be taken from the construction bond for the nursing home. EEI will be installing the bio-mass boiler and other HVAC equipment at Maplewood. The monies will be used to obtain long lead time items in advance of the installation and to provide design services for the completion of the project.

A discussion of the state's decision to shut down the electric generation bio-mass plants was covered. It was discussed that this is a very shortsighted move and does not make sense in a time of rising fuel costs.

Coates then said that unknown amounts of insulating materials have been found in the walls of the nursing home administrative wing that is to be demolished in the next few weeks. He went on to say that the material was found above and below the window units and was placed there for heat retention.

A project that is investigating the possible construction of a cell tower on County property in Westmoreland was discussed by Coates. He said the project is just kicking off and will need a through vetting before proceeding.

A discussion of the New Hampshire Association of Counties annual conference and the employee awards that given out each year was reviewed. The process that is used was covered and how the awards are determined by the Commissioner's award committee was discussed.

Coates then discussed the number of towns that have approached the County over the past few years concerning how the County can help them with Economic Development issues. He said that he has had follow-up conversations with local development organizations to understand the alternatives and options to bringing-in an economic development position to the local Cooperative Extension office as has been done in several other Counties.

Coates then said that as a follow-up to the Opiate lawsuit, a document has been distributed to some department heads concerning the collection procedures and forms that are being used for gathering statistical data.

Old Business: Commissioner Cartwright asked if a list of the sub-contractors who will be working on the Maplewood reconstruction project is available. Coates will investigate and report back at the next week's meeting.

New Business: Commissioner Weed discussed the upcoming Senscio meeting at the NH Association of Counties Annual Meeting inquiring how the meeting is planned to be conducted and who will be leading the meeting.

The Weekly Census was then reviewed.

**The Weekly Manifest was then reviewed with questions from the Commissioners. At the conclusion of the questions, Commissioner Cartwright moved to accept the Manifest as**

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**presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

**The minutes of August 15th, 2018 were then reviewed and Commissioner Cartwright moved to accept the minutes as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

**The calendar was then reviewed.**

**General Discussion: None**

**At 11:20AM there being no further business to discuss, Commissioner Cartwright moved to adjourn the meeting. The motion to adjourn was seconded by Commissioner Weed and upon vote the motion passed unanimously.**

Respectfully Submitted,

Charles Weed  
Clerk, Board of Commissioners