

MINUTES
Cheshire County Commissioners Meeting
Wednesday, August 12, 2020
County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04
This meeting will be conducted electronically.

Conference Call Information

Phone Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 6031233

Present: Commissioners: Charles Weed, Jack Wozmak and Robert Englund

Staff: County Administrator Coates, Dispatch Director Crowell, System of Care Project Director Calcutt, HR Director May, and Assistant County Administrator Bouchard.

Guests: County Treasurer and Keene City Counselor Terry Clark.

At 8:30AM Commissioner Weed opened the meeting and a roll-call of the Commissioners attending the meeting was conducted by County Administrator Coates. Commissioners Weed and Englund and responded as "present".

Commissioner Weed then moved to conduct this meeting as an emergency meeting under the relevant provisions of NH RSA 91-A, and consistent with the recommendations contained in Executive Order 2020-04 Order 12 issued by Governor Sununu. Commissioner Wozmak seconded the motion and upon roll-call vote the motion passed unanimously.

Emergency Order #12 Pursuant to Executive Order 2020-04

Temporary modification of public access to meetings under RSA 91-A

Pursuant to Section 18 of Executive Order 2020-04 it is hereby ordered, effective immediately, that:

1. Pursuant to Executive Order 2020-04, paragraph 8 provides: "State and local government bodies are permitted and encouraged to utilize the emergency meeting provisions of RSA 91-A to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously."

2. Pursuant to Emergency Order #2 issued pursuant to Executive Order 2020-04, gatherings of fifty people or more are prohibited.

3. To implement these orders and recommendations, the requirement in RSA 91-A:2, II 1 (b), that a quorum of a public body be physically present unless immediate action is imperative, is waived for the duration of the State of Emergency declared in Executive Order 2020-04.

4. To further implement these orders and recommendations, the requirement in RSA 91-A:2, II 1 (c), that each part of a meeting of a public body be audible or otherwise discernible to the public "at the location specified in the meeting notice as the location of the meeting," is waived for the duration of the State of Emergency declared in Executive Order 2020-04 so long as the public body:

- Provides public access to the meeting by telephone, with additional access possibilities by
- video or other electronic means.
- Provides public notice of the necessary information for accessing the meeting.

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- Provides a mechanism for the public to alert the public body during the meeting if there are
- problems with access; and
- Adjourns the meeting if the public is unable to access the meeting.

Coates then outlined the rules of the meeting.

1. Public has an opportunity at the beginning of the Commissioners Meeting under “Public Comment” to speak. Community input will not be allowed after that point, unless recognized and allowed by the Chair of the Commissioners.
2. All votes will be Roll Call and when recognized, we are asking that you re-state your name and yes or no
3. If you have a question or motion that you would like to ask to put forward, please state the following, “Mr. Chair, Commissioner (your name) has a question or motion”.
4. If you are having issue hearing the call, please text or call the County Administrator at 603-313-9002.
5. Please mute your phones so background noise won’t interfere with the meeting.
6. This meeting has been posted on our website so that the community, department heads and media can listen into the meeting.
7. This meeting is utilizing a Zoom Platform so listeners can join us via audio or audio/visual.

Commissioner Wozmak joined the meeting a 8:35am.

The Chair opened the meeting at 8:35AM and recognized Crowell who discussed Master Agenda Item #788: EMPG Grant Acceptance for two Uninterruptable Power Supply Units for the Dispatch Center and she reviewed the need for the grant to replace non-functioning uninterruptable power supplies for the Sheriff’s department.

Following discussion Commissioner Weed moved to authorize the grant and was seconded by Commissioner Englund. Upon rollcall vote The Cheshire County Commissioners, in a unanimous vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$17,285.00 for the purchase and installation of two uninterruptible power supply units at the regional public safety communications center/tower. Furthermore, the Board acknowledged that the total cost of this project will be \$34,570.00, in which the county will be responsible for a 50% match (\$17,285.00). The County of Cheshire Board of Commissioners Chair, Charles F. Weed, Ph.D. is authorized to sign all documents related to the grant.

Master Agenda Item #789: Care Management Entity Services Agreement with the State of New Hampshire was then taken-up for review. Calcutt reviewed the pending contract with the state and he discussed the process that the state has put in place to implement the new western third of the state System of Care project.

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Following discussion Commissioner Englund moved to authorize the acceptance of the System of Care contract with the State of New Hampshire and to further authorize the County Administrator to sign the contract and on behalf of the County and to receive and expend the funds as granted. Commissioner Weed seconded the motion and upon rollcall vote the motion passed unanimously.

Administrator Coates was then recognized for the Weekly Operations report.

Coates said that Mike Davey of EEI will attend the Commissioners meeting next week to discuss the county-wide energy audit program that is being proposed.

He then discussed the on-going conversations among senior staff to examine the next phase of potential policy changes that may be needed to accommodate the needs of the staff as the local schools begin to open in the coming weeks. A number of possible options are being examined.

He then said that the department heads have started work on the 2021 budget plans as the forms were released late last week by the finance department.

Coates said that he has been asked to join the Conval school district project COVID-19 team. The impact on his schedule is a meeting once a day for approximately 15 minutes in the mornings.

Coates then related that a radio marketing program that has been successful in the past for hiring staff will be re-starting shortly.

Coates discussed that he has been in communication with Margaret Burns of the New Hampshire Municipal Association and said that she will join the County Zoom call with the towns sometime in the few weeks. He said that the meeting was rescheduled from the original date as the data is still being gathered. A discussion concerning tax revenues by the towns then took place.

Coates said that the Sullivan County Facilities and Operations Director Mary Bourke visited the Maplewood reconstruction project. A detailed review of the project was completed and it proved to be very useful for Ms. Bourke.

He then said that the semi-annual orientation for newly elected officials is being developed and will follow the elections in November. Due to the pandemic all meetings will be conducted via Zoom.

A discussion of a potential grant for the Community Kitchen from the Community Development Finance Authority (CDFA) for a mobile pantry food delivery vehicle was then covered. Coates said that the truck would deliver food items to local towns with no local grocery locations if approved.

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Coates then discussed the Builders Risk insurance policy that is being renewed for the next phase of the Maplewood project. The quote from the insurance broker appeared to be too high based on the coverage required. It was determined that the company had assumed that the entire project was being covered instead of just the new phases being executed. Conversation with the company are on-going an a new adjusted invoice will should result shortly.

New Business: None

Old Business: Commissioner Wozmak then discussed an issue with a motion that passed at the Delegation Meeting that did not follow normal procedural protocols and he was very surprised that the Delegation did not include the Commissioners in their deliberations before presenting the motion.

Commissioner Weed then discussed a Public Banking project that he feels is potentially something that the County should investigate.

Commissioner Wozmak moved to accept the Consent agenda for the Weekly Manifest and the Minutes from the week of July 29, 2020, the motion was seconded by Commissioner Englund and upon roll-call vote the motion passed unanimously.

At 9:28AM Pursuant to RSA 91-A:3, II (a) Commissioner Englund moved to enter a non-public session to discuss 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.

The HR Director explained that a staff member needs to have their FMLA extended for 8 weeks of unpaid leave due to on-going medical issues. Following discussion and clarifying statements from the HR Director, Commissioner Englund moved to authorize the leave and was seconded by Commissioner Englund. Upon rollcall vote the motion passed unanimously.

At 9:33AM and Commissioner Englund moved to stay in non-public session to discuss a Department of Corrections issue covered under RSA 91-A:3, II(g) consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county correctional facilities by county correctional superintendents or their designees. Commissioner Weed seconded the motion and upon rollcall vote the motion passed unanimously.

Superintendent Iosue was recognized to discuss a recent incident at the facility and as a result of information received, and deliberations made in non-public session, no decisions were made and no vote were taken.

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At 9:50AM based on rollcall vote, the Commissioners voted unanimously to return to public session.

At 9:52AM there being no further public business to discuss, Commissioner Englund moved to adjourn and was seconded by Commissioner Wozmak. Upon roll-call vote the motion passed unanimously.

Minutes recorded by:

R. Bouchard, Assistant County Administrator

Reviewed and submitted by:

R. Englund, Clerk