

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, June 02, 2021**  
**County Hall**  
**12 Court Street, Keene, NH 03431**

**Pursuant to Emergency Order #12 and 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: Jack Wozmak, Robert Englund, and Terry Clark  
**Staff:** County Administrator Coates, Finance Director Trombly, ARPA Project Manager Pearson, Assistant County Administrator Bouchard.  
**Guest(s):** Jan Goodwin and Marty Karlton of the NH Retirement System

At 8:31 AM, Commissioner Wozmak opened the meeting, and County Administrator Coates conducted a roll-call of the Commissioners attending the meeting. Commissioners Englund and Clark responded as "present."

Commissioner Wozmak 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 Englund 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 is 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:

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

Coates then outlined the rules of the meeting.

1. The 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 issues 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 to the meeting.
7. This meeting is utilizing a Zoom Platform so listeners can join us via audio or audio/visual.

At 9:32, AM the Chair opened the meeting and recognized Jan Goodwin and Marty Karlon of the NH Retirement System to discuss Master Agenda Item #889: NH Retirement System - NHRS: Past, Present & Future.

They presented and discussed the following information. ([Full PowerPoint slide deck can be found here](#)).

Karlon reviewed the information in the slide deck and spoke to some background information to explain the details behind the history of the NH State Retirement plan.

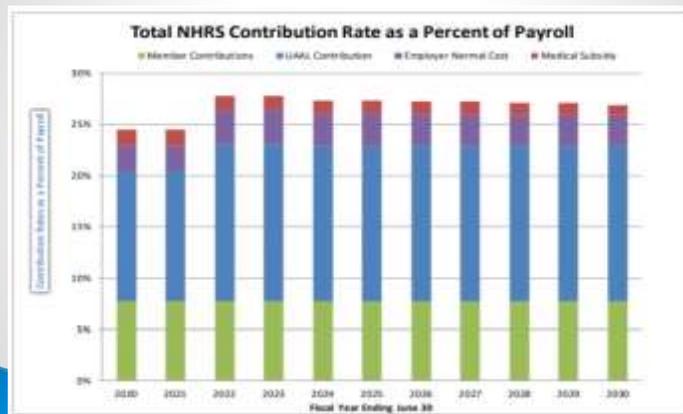
Goodwin spoke to the current and future scenarios and spoke to the health of the retirement fund, and reviewed and discussed the following slides.

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### Future – Projected Contribution Rates



GRS 24

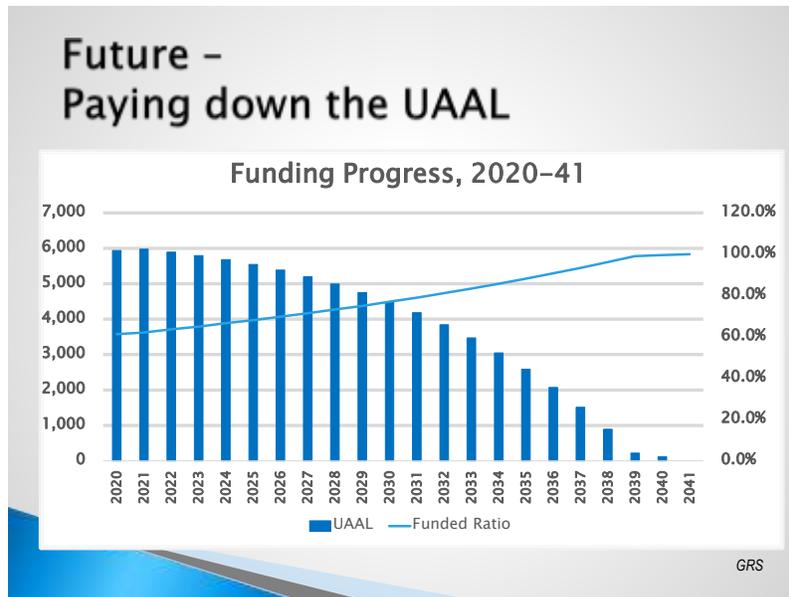
### Future – Paying down the UAAL

	Maine PERS	NHRS
<b>Participants</b>	Teachers & State Employees	Employees, Teachers, Police, Fire
<b>Active Members</b>	40,395	48,479
<b>Retirees/Beneficiaries</b>	37,151	39,612
<b>Average Pension</b>	\$23,143	\$20,841
<b>State Constitution</b>	Requires normal cost to be funded on a sound actuarial basis; new unfunded liabilities funded over 20 years (layered); any benefit improvements must be fully paid for in the year they are passed	Requires employer contribution rates be based upon sound actuarial valuation and practice and paid in full
<b>Amortization of UAAL</b>	31-year closed (1997-2028); Layered 20-year amortization of new gains and losses beginning in FY 97	30-year closed (2010-2039); Layered 20-year amortization of new gains and losses beginning in FY 19
<b>Actuarial Method</b>	Entry Age Normal	Entry Age Normal
<b>Assumed rate of investment return</b>	6.75%	6.75%
<b>Funded Ratio at start of amortization period</b>	51% (FY 96)	57.4% (FY10)
<b>FY 2020 Funded Ratio</b>	82.4%	61.0%

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The Commissioners and Administrator asked a number of questions concerning the overall health of the fund and discussed the history and the costs of the plan over the years.

Coates said that he had forwarded the presentation to the Keene city manager and to other communities who may be interested in knowing more about the fund.

At 10:29 AM The Commissioners thanked Goodwin and Karlon for their very informative presentation and then took up Master Agenda Item #890: American Recovery Act Plan – W. Pearson

Pearson discussed the Local Fiscal Recovery Fund categories and spoke to a handout that was provided to the Commissioners. He said that he had completed an eligibility review of a proposed County project last week and explored the guidelines' fit.

He said that the revenue lost due to COVID-19 could be covered by the funding with the exception of paying for pensions and additions to the general fund. He outlined the requirements of the legislation and the requirements imposed by the Treasury and said that there are still many

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vague areas that need to be understood. He said that there would be three more years to be able to submit and utilize the funding.

Pearson answered a number of the Commissioners questions and said that he had just completed editing a new Facebook page to help the public understand how the ARPA works. He said that the effort is aimed explicitly at the County municipalities to help them know how the ARPA fund will work, be administrated, and audited. The link for the new Facebook site is:

<https://www.facebook.com/CheshireCountyNH>

Coates was then recognized for the Weekly Operations report.

Coates said that the COVID-19 mask requirements for the Keene campus had been lifted, and the Department of Corrections and the Nursing Home will continue with the mask requirements until further non-infectious experience is verified and that CDC and DHHS guidance will be followed for the two institutions.

He said that several local civil groups would like to use the building's meeting rooms that will reopen on June 14<sup>th</sup>. He also noted that the Radical Rural group is also interested in using the facility this year in late September for their national event.

A discussion of the use of the Zoom platform for future meetings was covered in some depth.

Coates said that the Commissioners meeting will be held at the Department of Corrections for the weekly Commissioner meeting next week and that the first semi-annual facility inspection will take place as mandated by NH RSA's.

Coates then reminded the Board of the NH Association of the Counties Zoom meeting on Friday.

Coates said that the final financing bids have been received for the Energy Project and will be reviewed at the meeting next week. He also mentioned that hopefully, the plan for the Cupola should also be ready for discussion.

Coates said he has reached out to the Public Defender's office and has spoken to the Director of the Restorative Justice and Witness Protection program and the County Attorney. He said that five cases had been submitted, but the participants have chosen not to proceed with the process at this time.

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He then said that he had a meeting with the DHHS Commissioner and that Cheshire County was recognized for the innovation of the startup of the Handyman program that 'bends the curve' of cost containment for Medicaid payments by keeping people in their homes longer instead of sending them to hospitals and long-term care facilities.

Coates asked the Commissioners to move some of the funding received from the Opioid settlement of \$16,905.00 to the Friends of the Drug Court program. A discussion of the use of the funds and the procedure to do so was covered in detail. An alternative way to allow the funding was discussed and will be pursued.

Coates said that a farewell party for Judge Ruoff would be held on June 8<sup>th</sup> from 2:30 – 4:00 PM and invited the Commissioners to attend.

He then said that a meeting with Westmoreland Select Board was recently held, and a discussion of the replacement of the bridge that is on River Road was reviewed.

Coates discussed that Keene Housing is unable to use the old generator from the nursing home as they hoped to do, and other options for the use of the system were discussed with no firm commitments made.

Coates then related that the recent Maplewood inspections by the Department of Health and Human Services (DHHS), the State Fire Marshall's office, and local inspectors have all successfully passed the examinations and have given the Nursing Home renovation a temporary occupancy permit.

A new County policy for Respiratory Protection procedures introduced at the Commissioner's last meeting was taken up for discussion. **Commissioner Wozmak moved to adopt the Respiratory Protection plan as presented by the Safety Officer on May 5<sup>th</sup> and was seconded by Commission Clark. Upon roll call vote, the motion passed unanimously**

Old Business: None

New Business: Coates said that Chief Deputy Trevor Croteau in the Sheriff's office will be retiring on June 30<sup>th</sup> and that a ceremony will be held for his retirement.

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**Consent Agenda: Minutes of 05/19/2021 and Manifests for the week. Commissioner Englund moved the consent agenda and was seconded by Commissioner Clark. The motion passed with unanimous consent upon roll call vote.**

General Discussion:

**11:36 AM Commissioner Wozmak moved to enter nonpublic session pursuant to RSA 91-A:3, II to discuss (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general Community. Commissioner Englund seconded the motion, and upon roll call vote, the motion passed unanimously.**

**As a result of discussions in a nonpublic session, no decision was made, and no vote was taken.**

**At 12:04 PPM, the Commissioners voted unanimously to reenter the public session.**

At 12:05 PM, there being no further public business to conduct, Commissioner Englund moved to recess the meeting and was seconded by Commissioner Wozmak. Upon roll call vote, the motion passed unanimously.

At 12:10 PM Master Agenda Item #888: Tour of MCVF Renovation then took place.

At 12:40 PM the Commissioner's voted unanimously to adjourn the meeting.

Minutes recorded by:  
Assistant County Administrator Bouchard

Reviewed and submitted by:  
T. Clark, Clerk