

MINUTES
Cheshire County Commissioners Meeting
Wednesday, September 15, 2021
Department of Corrections
825 Marlboro Road, Keene, NH 03431

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, Superintendent Iosue, Maplewood Facilities Director Harrison, Grants Manager Bansley, and Assistant County Administrator Bouchard.
Guest(s):

At 8:35 AM, Commissioner Wozmak opened the meeting, and Administrator Coates conducted a roll-call with the Commissioners, and Wozmak, Englund, and Clark responding as "present."

At 8:32 AM, the Commissioners opened the floor for public comment and Department Head updates.

Iosue explained that the Multi-Stack unit is increasingly failing, and it is essential to get the repairs accomplished. An extended discussion of the history of the Geothermal system at the Department of Corrections was then had. It expressed that the project could be finished by early next year and brought online to help solve the Multi-Stack problem and hopefully significantly reduce the cost of propane used for the bulk of the heating for the building.

Master Agenda Item #914: Maplewood Plow Truck Purchase was then taken up for review and discussion. Harrison reviewed the options for replacing the truck and explained the difficulty of finding a truck during the current state of shortages of vehicles available for sale. He addressed the following comparison chart.

PROJECT	COMPANY	COMPANY	COMPANY	COMPANY
2008 Ford F350 truck & plow replacement	Key Chevrolet of Newport 2021 model	Hillsboro Ford Option A 2020 model	Hillsboro Ford Option B 2022 model	Banks Chevrolet 2021 model
BUDGET \$	Quoted Price	Quoted Price	Quoted Price	Quoted Price
\$65,000	\$55,928	\$56,269	\$56,914	\$55,145
Dealer Fee's	\$599	\$299	\$299	\$196
Rebates / Discount	-\$5,400	-\$299	-\$299	-\$1,773
Trade In Value Offered	-\$10,000	-\$6,000	-\$6,000	-\$3,000
Price minus trade	\$41,127	\$50,269	\$50,914	\$50,568
Vehicle meets counties needs"	Yes	Yes	Yes	Yes
Warranty	3 year / 36,000 mile bumper to bumper	3 year / 36,000 mile bumper to bumper	3 year / 36,000 mile bumper to bumper	3 year / 36,000 mile bumper to bumper
	Corrosion perforation 72 months 100K miles			Corrosion perforation 72 months 100K miles

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	Powertrain 60 months, 60k miles	Powertrain 60 months, 60k miles	Powertrain 60 months, 60k miles	Powertrain 60 months, 60k miles
Plow	\$8,400	\$8,400	\$8,400	\$8,400
New Graphics - estimate \$500 each	\$500	\$500	\$500	\$500
Estimated Total	\$50,027	\$59,169	\$59,814	\$59,468

Following Harrison's presentation and a question-and-answer period, Commissioner Wozmak moved to authorize the Director of Facilities at Maplewood to negotiate the purchase of the plow truck to meet the facility's needs from the dealer of his choice based on availability, value, suitability, and budget constraints. Commissioner Englund seconded the motion, and upon roll call vote, the passed unanimously.

Master Agenda Item #915: Semi-Annual Grants Report. Bansley provided the following report to the Commissioners and spoke to the various elements. The multiple aspects of the grants in place and the future grants needed for upcoming projects within the County were highlighted.

Semi-annual Report to Commissioners - September 15, 2021

HIGHLIGHTS

36 grants managed this year: \$13.3 million value and \$2.5 million YTD revenue

- 10 new: \$2.3 million value and \$636k YTD revenue
- 8 closed: \$1.5 million value and \$492k YTD revenue
 - Additional 14 grants with \$4.7 million value expected to close this year
- 26 presently active: \$11.8 million value and \$2 million YTD revenue
- 2 pending start: \$14k value, no revenue yet
- \$88,820 indirect YTD
- \$135,741 department budget for 2021
- 1,722% ROI on YTD revenue (= grant revenue - grant dept expenses) / grant dept expenses
- 10.2 jobs presently funded (approximate FTE, not including PHN)
 - 1.5 - DOT
 - 3.0 - Drug Court
 - 0.5 - DV Prosecutor
 - 0.5 - Victims of Crime
 - 0.5 - EDA
 - 4.0 - SOC
 - 0.2 - Food Access Planning
- 7 departments served
 - Sheriff's Office

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- Cheshire County Dispatch
- Department of Corrections
- Cheshire County Drug Court
- County Attorney's Office
- County Finance
- Connected Families
- 15 external organizations served
 - SWRPC
 - Monadnock Affordable Housing Corporation "MAHC" and Keene Housing
 - Hundred Nights Homeless Shelter
 - Hannah Grimes
 - UNH SBDC Pathway to Work
 - Rockingham Economic Development Center
 - Monadnock Coordinating Council for Community Transportation
 - HCS
 - CVTC
 - Keene Senior Center
 - Greater Keene and Peterborough Chamber
 - Greater Monadnock Medical Reserve Corps (GMMRC)
 - Cheshire Medical Center & Public Health Network
 - City of Keene
 - Monadnock Children's Food Access Alliance
- 17 written this year
 - 5 awarded
 - DOT 5310 POS SFY22-23 \$213,333
 - Drug Court - State Grant SFY22 \$300,000
 - EDA CARES Act \$300,000
 - Victim Witness (VOCA) SFY22 (Continuation Application) \$50,000
 - Recreational Trails Program \$44,058
 - 4 denied
 - Homeland - Access Control \$167,949
 - Due to Homeland not funding new projects and a slight mismatch with funding priorities
 - Homeland - Backhaul Upgrade \$224,934
 - Due to Homeland not funding new projects and a slight mismatch with funding priorities
 - HRSA Opioid Response Implementation \$1,000,000
 - Reason unknown, feedback not yet provided, official denial not received, and the team not yet alerted because of that. Assume likely because regional stats for overdoses steady or improved, compared to other areas and states, NH is doing better.

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- TD Foundation - Housing for COVID affected \$250,000
 - Feedback requested, reason not provided
- Two withdrawn
 - American Bar Endowment \$25,000
 - LCHIP – Cupola \$243,570
- Four pending
 - Bulletproof FFY2021 \$2,000
 - Drug Court Expansion \$500,000
 - DV Prosecutor 2022 \$30,000
 - JAG FFY21 \$12,297
- 3 in process
 - Two EDA Travel, Tourism, Outdoor Rec
 - LOI's for rail trails

ACTIVITIES

- **Latest projects**
 - Launching the EDA Marketing Campaign grant (contract awarded, the manager hired)
 - Transferred PHN to CMC
 - Drafted fiscal sponsorship role description
 - Revised and updated Grants Interdepartmental Policy and Grants Policy and Procedures Manual – revision in process, will see in near future.
 - Facilitated legal review of contract template with grants attorney, and later on with Will Pearson
- **Challenges**
 - SOC match
 - Changes in regulations due to COVID and a new administration
 - JustGrants and the DOJ
- **Assistance provided to 9 organizations**
 - Winchester Learning Center – grant search for CDBG match
 - MC2 (local charter school) – grant search for operating funds
 - Cathedral of the Pines – grant search for funds for repairs and maintenance to the property
 - Monadnock Farm and Community Coalition – examined USDA grant for technical assistance for farmers
 - Monadnock Region Rail Trail Collaborative – grants for trail work
 - Child-parent visitation center: Gina DeSantis – grant search for operating funds
 - Charter School for At-risk Teens: Kristen Stroshine – grant search for operating funds
 - Friends of Public Art for GKV Foundation LOI – drafted letter for Arts Alive to submit

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- Winchester, Town of –help searching for a grant for culvert

Coates was then recognized for the Weekly Operations Report.

Coates then described the Cybersecurity forum held last week and said it was very well attended, and many participants provided positive feedback. An extended discussion of security procedures for the County was covered.

Superintendent Iosue was then recognized to discuss a COVID-19 outbreak at the Corrections facility and said that one Correctional Officer and one Federal inmate that had left the facility tested positive, and another infected inmate was found in the past twenty-four hours. Upon further testing of other inmates, four more inmates were identified as having positive results for a total of five. He then said that an additional four inmates have some symptoms and are being segregated even though they initially tested negative. He explained that options are being considered that will hopefully halt the spread any further.

A discussion of the masking procedures was taken up, and Iosue said that in coordination with the Downtown Keene campus, masks had been reintroduced for all staff. The federal mandate for nursing homes and other employers was discussed. The vaccinated and unvaccinated staff percentages and the workload staffing impact in the facility were then discussed.

A review of the infection percentages in the County was then taken-up, and it was learned that the current COVID infection rate that is administered by Cheshire Medical Center is 11.3%. Coates said that the Countywide rate is lower at approximately 4.3% the lower rate is due to the fact that Keene State College mass testing waters down the overall positive rate.

Coates then continued his Weekly Operations report saying that an updated ARPA form has been sent out with a letter to all of the towns to assist them in getting the County ARPA funds distributed within the towns.

Coates said Governor Sununu and Senator Hassan had submitted paperwork to the federal government to address the \$3.5M of flood damage throughout the County. He was informed that the threshold for damage was reached and that the monies for disaster relief would be forthcoming. Coates related that he had a meeting with the Community Volunteer Transportation Company (CVTC) and some of its board members to address how CVTC could apply for outside agency funding from the County. A discussion of how this might occur and how the City of Keene could be involved ensued.

Coates addressed the potential of establishing solar panels across the three-county campuses. A discussion of solar energy generation in the County and particularly at the Airport in Swanzey was covered. The consensus was that the County might have the ability to work with the City of Keene on a project based at the airport.

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Old Business: None

New Business: None

Consent Agenda: Minutes of 09/08/2021 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: None

At 10:40 AM, Commissioner Englund moved to enter a non-public session pursuant to RSA 91-A:3, II(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 Clark seconded the motion, and upon roll call vote the motion passed unanimously.

As a result of deliberations in a non-public session, the Commissioners moved to authorize the County Administrator to sign a performance contract from a broker to assist in reviewing and transacting an acquisition or sale of real property.

At 10:47 AM, the Commissioners voted unanimously to return to the public session.

At 10:49 AM, there being no further public business to conduct, Commissioner Clark moved to adjourn the meeting and was seconded by Commissioner Englund. Upon roll call vote, the motion passed unanimously.

Minutes recorded by:
R. Bouchard, Assistant County Administrator

Reviewed and submitted by:
Terry Clark, Clerk