

MINUTES
Cheshire County Commissioners Meeting
Wednesday, February 16, 2022
County Hall Building
12 Court Street, 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, Department of Corrections Superintendent Iosue, 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, Wozmak, and Englund, responding as "present." Commissioner Clark joined the meeting at 8:35 AM.

Public Comment: None

At 8:32 AM, the Commissioners opened the floor for public comment and Department Head updates. **HR Director May was recognized and asked the Commissioners to approve a non-FLMA uncompensated leave-of-absence (LOA) for a Maplewood employee. Following a short discussion, Commissioner Englund moved to approve an eight-week LOA request and was seconded by Commissioner Clark. Upon roll call vote the motion passed unanimously.**

Master Agenda Item #958: CDBG Microenterprise Public Hearings – T. Johnson, SWRPC
Action Expected: Conduct public hearings for a mid-grant hearing for the SFY2021 CDBG Microenterprise program and an application to SFY2022 CDBG Microenterprise program, to include approval of the application, the Residential Anti-displacement and Relocation Plan, and designation of authorized officials.

The Chair opened the first public hearing to discuss the CDBG Microenterprise project at 8:38 AM and read the public hearing notice.

Terry Johnson, Senior Project Manager with Southwest Region Planning Commission, explained that it is a requirement of the Community Development Block Grant (CDBG) program to hold a public hearing while a project is underway to allow the public the opportunity to comment and ask questions about the project. He noted that this first hearing would update the 2021 Microenterprise projects.

Johnson explained that Cheshire County received \$474,865 in CDBG Microenterprise funds to support Microenterprise centers around the State in 2021. Cheshire County sub-granted the majority of the funds as follows, lower administration costs:

- \$174,955 to the Hannah Grimes Center in Keene. The center will provide access for 65 microenterprises to its hands-on workshops, one-on-one coaching, retail training at the Hannah Grimes Marketplace, and in-depth programs, such as their incubator. Through the first two-quarters of the project, Hannah Grimes has served approximately 31 microenterprise business owners.

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- \$162,455 for the Regional Economic Development Center in Raymond. Activities to be funded include one-on-one meetings with business advisors, training in reading financial statements, and assistance with brand development and marketing. REDC anticipates that 60 low-to-moderate-income small business owners will use their many resources. Through the first two-quarters of the project, they have served 44 microenterprises.
- \$137,455 to the NH Small Business Development Center's Pathways to Work initiatives in Durham and Manchester. The services they will provide to approximately 50 participants include classes on how to start a small business, e-courses on finance, and workshops on topics like marketing and accounting. Through the first two-quarters of the project, they have served 14 microenterprises.

The projects are scheduled to close out by June 30, 2022.

Representatives from the Hannah Grimes Center, Regional Economic Development Center, and Small Business Development Center provided the details about the current projects to the Commissioner's satisfaction.

The Chair opened the floor to public comment on the projects, and no public comments were received.

The Chair closed the first public hearing at 8:54 AM.

The Chair opened the second public hearing for discussion of the Community Development Block Grant Applications at 8:55 AM

Terry Johnson explained that CDBG funds are available to municipalities for economic development, public facility, and housing rehabilitation projects that primarily benefit low- and moderate-income persons. Cheshire County is eligible to receive up to \$500,000 in the housing and public facilities category, up to \$500,000 in the economic development category, up to \$500,000 in the microenterprise category, and \$25,000 for feasibility studies. Weatherly provided a handout describing the NH Community Development Block Grant Program eligible activities that included the area HUD income limits.

Johnson provided a project handout. The proposed microenterprise applications are for up to \$500,000 to support two entities in southern NH: the Hannah Grimes Center in Keene (HGC) and the Small Business Development Center (SBDC). The funding is used by each entity to provide training and technical assistance and, in some cases, microloan servicing to low- and moderate-income micro-entrepreneurs. If the proposed applications are successful, the funds will be awarded to Cheshire County, which will sub-grant the funds, less administration, to the two Sub-recipients.

Cheshire County has applied for and has been awarded Microenterprise funding for the HGC and SBDC each year since 2015. The HGC and SBDC are interested in continuing to be recipients of the Microenterprise funding in 2022. The proposed activities meet the goals of "Support[ing] the development of a diversified economy" and "Support[ing] educational and training facilities which upgrade the skills of local residents" in Cheshire County's Housing and Community Development Plan, last adopted in June of 2021. In total, for this program year, the three entities anticipate serving an estimated 105 microenterprises.

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Representatives from the Hannah Grimes Center and the Small Business Development Center provided details about the proposed projects, and the Commissioners asked a few clarifying questions.

The Chair opened the floor to public comment on the projects, and no input was offered.

Commissioner Wozmak moved to close the Public Hearing on the Projects portion of the CDBG Block Grant Application Hearing. Commissioner Englund seconded the motion. Upon roll call vote the motion passed unanimously.

Commissioner Englund moved to approve the submittal of the applications and vote to authorize County Administrator Christopher Coates or County Commissioner Chair Jack Wozmak as the Authorized Designees to sign and submit the CDBG applications, and upon approval of the CDBG applications, authorize the Authorized Designee to execute any documents which may be necessary to effectuate the CDBG contract. Commissioner Clark seconded the motion. Upon roll call vote the motion passed unanimously.

The second public hearing was closed by the Chair at 9:01 AM.

Commissioner Wozmak moved to open the third public hearing regarding the Residential Anti-displacement and Relocation Assistance Plan. Commissioner Clark seconded the motion. Upon roll call vote the motion passed unanimously.

Terry Johnson of SWRPC explained that if any permanent displacement takes place as a result of this project, the Uniform Relocation Act must be followed, which requires that any permanently displaced household or business in a project using federal funds must be found comparable housing in a comparable neighborhood at a comparable price. Terry Johnson noted that no permanent displacement is planned at this time. Under the certification section of the application, the County will certify that the Residential Anti-displacement and Relocation Assistance (RARA) Plan is in place, and in the event that it is discovered that this specific project does permanently displace persons or households, a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds.

Chair calls for public comment and received none.

Commissioner Wozmak moved to close the third public hearing for discussion of the proposed RARA Plan. Commissioner Englund seconded the motion. Upon roll call vote the motion passed unanimously.

The Chair closed the third public hearing at 9:05 AM.

Commissioner Englund moved to adopt the Residential Anti-displacement and Relocation Assistance Plan. Commissioner Clark seconded the motion. Upon roll call vote the motion passed unanimously.

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Master Agenda Item #959: NH DOS Homeland Body-worn Cameras application was then taken up for discussion, and S. Bansley, E. Rivera spoke to the request of the Commissioners to vote to approve and sign application documents to apply for \$45,000 plus \$45,000 match to purchase 11 cameras with accessories and software.

Bansley outlined the purpose of the grant and answered a few questions from the Commissioners. Following discussion, the **Commissioners voted unanimously to approve the submission of the grant.**

Master Agenda Item #961: NH DOJ ARPA – Law Enforcement Peer Support Grant Acceptance was then reviewed by S. Bansley and Sheriff Rivera, and the Commissioners were asked to vote to approve and sign award documents to accept an \$8,484 grant with no match from NH DOJ to establish a regional law enforcement peer support wellness program.

The Commissioner and staff asked a number of questions pertaining to the use of the funds, and Bansley explained how the funds would be used and said that \$5,000 of the funding would be for peer support training for the law enforcement officials and approximately \$2,500 for overtime so that Officers can attend the program.

Following discussions, Commissioner Englund moved to accept the grant as outlined, and Commissioner Clark seconded the motion. Upon roll call vote the motion passed unanimously.

Master Agenda Item #960: DOT POS 5310 FTA Certifications & Assurances was then taken up, and S. Bansley asked the Commissioners to vote to complete the annual re-certification and sign the form for the Certification and Assurances from the Federal Transit Administration that controls a number of the County's federal grants.

Bansley then reviewed the DOT grant Certification and Assurances requirements, and the Commissioners voted unanimously to sign the Certification and Assurances form. **The Chair of the Board of Commissioners, Commissioner Wozmak, then signed the agreement.**

9:19 AM Coates was then recognized for the Weekly Operations Report

Coates then said the COVID results have been improving overall and that elective surgeries have been restarted at the facility.

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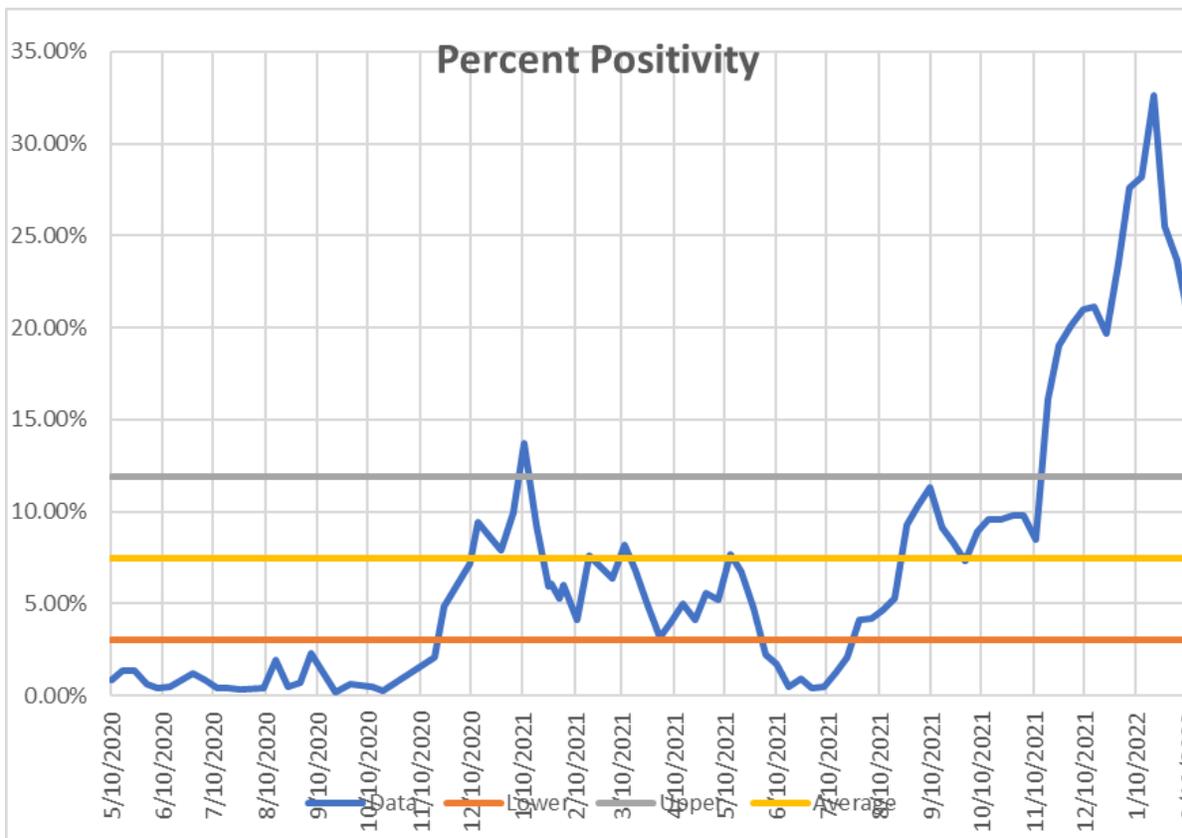
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The weekly update from the medical center follows.

IP Update Week of 2/14/22

Total Tests Collected / Percent Positive: (per eDH)

	Detected	Not Detected	Grand Total	% Detected
1/21/2022 – 1/27/2022	230	672	902	25.5%
1/28/2022 – 2/3/2022	204	657	861	23.7%
2/4/2022 – 2/10/2022	103	401	504	20.4%
Grand Totals since JAN2021	5,303	37,944	43,247	12.3%

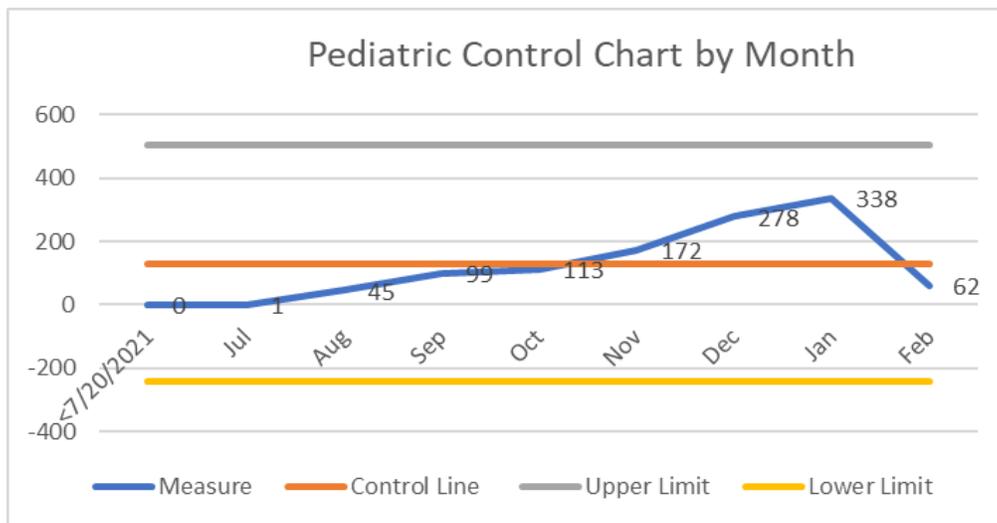


Symptomatic vs. Asymptomatic Tests Collected – 20% asymptomatic, 10% symptomatic, and 70% unknown for 2/4/2022 – 2/10/2022.

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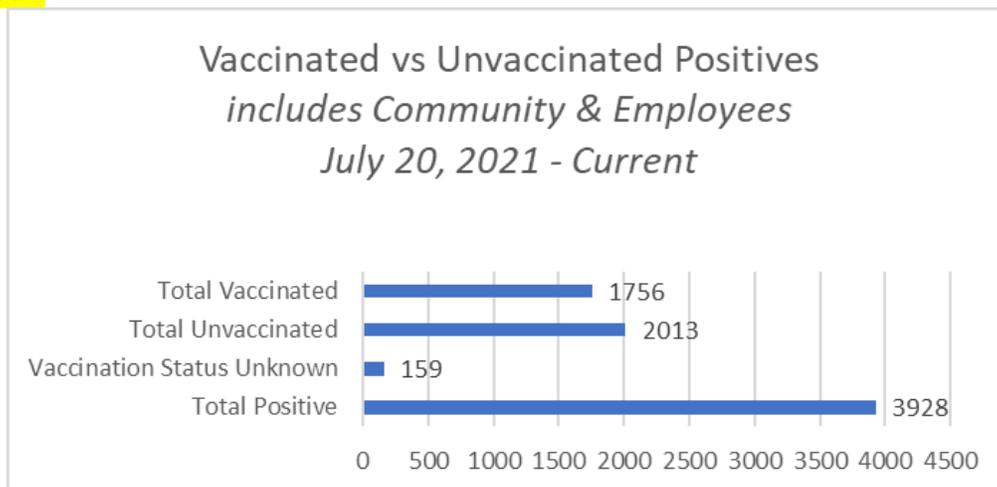
Pediatric Control Chart:



State Data for Cheshire County: Current data not available. **State site currently down.**

Positives Compared to Vaccination Status (as of 1/1/22 this data includes community positives and employee positives only. Historic inpatients will remain.) **44.70% vaccinated / 51.25% unvaccinated /**

4.05% unknown



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Inpatients (7 day average, age range, and vaccination status) **37.38% vaccinated / 55.27% unvaccinated / 7.35% unknown**

1/28/22 – 2/3/22: total of **117** active COVID patients over 7 days, an average of **16.7** patients per day. This week we had **5** newly admitted, with ages ranging from **20-29, 40-49, 50-59, and 80+**; **5** of which were fully vaccinated, **0** were not vaccinated, and **0** had an unknown vaccination status.

Of the 5 newly admitted:

- Confirmed and admitted due to COVID – 4 (0 unvaccinated, 4 vaccinated, 0 unknown)
- Confirmed asymptomatic and admitted due to other etiology – 1 (1 vaccinated, 0 unvaccinated, 0 unknown)

2/4/22 – 2/10/22: total of **64** active COVID patients over 7 days, an average of **9** patients per day. This week we had **12** newly admitted, with ages ranging from **13-19, 20-29, 60-69, 70-79, and 80+**; **9** of which were fully vaccinated, **1** were not vaccinated, and **2** had an unknown vaccination status.

Of the 12 newly admitted:

- Confirmed and admitted due to COVID – 8 (7 vaccinated, 1 unvaccinated, 0 unknown)
- Confirmed asymptomatic and admitted due to other etiology – 4 (2 vaccinated, 0 unvaccinated, 2 unknown)

Coates then said that in the past, the State and County have been working together on federal medical assistance percentage (FMAP) funding, and a check for back payment of \$546K was received. In addition, Coates said he would like to apply the monies to the Dispatch Radio buildout project. With the funding from the federal government, these funds, and a possible grant from the Northern Borders Commission, the grant funding could be approximately \$1.5M of non-taxpayer funds.

Trombly then explained the reason for the payment and the impact on the budget that will need to be re-stated for the Delegation Executive Committee. Finally, the possible use of the funds for various projects was discussed.

Coates then said that a final meeting of the Executive Committee for 2022 budget deliberations would tentatively be held on March 21, just prior to the full Delegation on that date.

Coates then said that Congresswoman Kuster will be holding a round table discussion with Cheshire County on our use of ARPA funding and will hear from small businesses and non-profits that were recipients of the ARPA monies. He also said that a potential visit from Senator Shaheen to the County is being discussed and would take place in the coming weeks.

Coates then reminded the Commissioners of the NH Association of Counties (NHAC) meeting at Primex Insurance in Concord on Friday at 10:00 AM. Commissioner Wozmak said that he would give Commissioner his voting proxy for the meeting as he will be out of the country during that time.

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Coates then addressed the proposed redistricting within the County that will affect the towns covered by representatives of the Board of Commissioners. The current districts are as follows.

District 1

Representing Chesterfield, Hinsdale, Surry, Swanzey, Walpole, Westmoreland, and Winchester

District 2

Representing Roxbury, Keene, and Marlborough

District 3

Representing Alstead, Dublin, Fitzwilliam, Harrisville, Jaffrey, Marlow, Nelson, Richmond, Rindge, Stoddard, Sullivan, Troy, and Gilsum

The redistricting is as follows.

District 1

Representing Chesterfield, Fitzwilliam, Hinsdale, Richmond, Swanzey, Troy, and Winchester

District 2

Representing Marlborough and Roxbury, and the city of Keene

District 3

Representing Alstead, Dublin, Gilsum, Harrisville, Jaffrey, Marlow, Nelson, Rindge, Stoddard, Sullivan, Surry, Walpole, and Westmoreland.

An extended discussion about the four-year term with the proposed changes was reviewed, and the County's impact was studied.

Old Business: None

New Business: None

Consent Agenda: Minutes of 01/26/2022 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.

At 10:08 AM, Commissioner Wozmak moved to enter a nonpublic meeting pursuant to RSA 91-A:3, II(d) Consideration of the acquisition, sale, or lease of real or personal property which, if

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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. Upon roll call vote, the motion passed unanimously.

At 11:59 AM, the Commissioners voted unanimously to return to the public session.

General Discussion:

012:00 PM there being no further public business to conduct, Commissioner Englund moved to adjourn the meeting and was seconded by Commissioner Clark. Upon roll call vote, the motion passed unanimously.

Recorded and edited by:
R. Bouchard
Assistant County Administrator

Reviewed and submitted by:
Terry Clark
Clerk, Board of Commissioners