

MINUTES
Cheshire County Commissioners Meeting
Wednesday, July 27, 2022

This meeting was conducted
electronically via Zoom

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,
County Attorney McLaughlin, and Assistant County Administrator Bouchard.
Guest(s):

At 8:33 AM, Commissioner Wozmak opened the meeting, Administrator Coates took a roll call of the Commissioners, and Commissioners Wozmak, Englund, and Clark responded as "present."

I. Public Comments

Upon recognition from the Chair, a Public Comment on topics of interest may be made, not to exceed three (3) minutes in length.

II. Elected Officials & Department Head Updates

To receive, as informational, departmental updates requiring Commissioner review, participation, approval, and impactful departmental and operational issues.

III. Scheduled Items

Master Agenda Item # 1009: Ratification of Previous Budget Items for Delegation – S. Trombly

Action Expected: To have the Commissioners ratify previous budget items before final submission to the delegation to meet bonding requirements.

Trombly was recognized and spoke to the ratification of previous discussions concerning the financing of the Sheriff's radio upgrade project. She said about the possible receipt of grants that would cover the majority of the cost of the project and the use of a capital lease to begin the project. She said that if the funding comes through, it could be used to pay off the lease with no penalty.

She then handed out the following documents for the Commissioner's consideration.

1. CHESHIRE COUNTY COMMISSIONERS MOTION

DATE: AUGUST 3, 2022

MOTION RE: Proshare Funds Budget Amendment

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Motion to recommend to the Executive Committee and Delegation to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$3,396,366 for the receipt of State of NH Proportional Share Funds not previously budgeted, and to authorize the use of Proshare funds for the following:

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Increase 4900.91.52 Capital Equipment Nursing by \$2,500 Oxygen Concentrators.

Increase Account #4900.97.11 Capital Equipment MNH by \$65,000 to replace Maplewood Truck.

Increase Account # 4900.89.11 – Capital Improvement MNH by \$100,000 for the following:
\$80,000– tie in the remaining building to Generator power
\$20,000 – land improvement to seed Maplewood construction staging area

Increase Account # 4900.97.57 – Physical Therapy Capital Equipment by \$3,500 for a Broda Seating System

Increase Account # 4900.97.54 – Environmental Services Capital Equipment by \$4,500 for an Auto Floor Scrubber.

Increase account # 4900.97.51 Dietary Capital Equipment in the amount of \$16,500 for the following:

\$5,500 – Dietary Heating Cabinet

\$3,500 - Mixer

\$7,500 – Blodget Gas Oven

Increase Account # 4900.97.34 – Computer IT Capital Equipment by \$65,000 to upgrade the Maplewood WiFi.

Increase Account # 4915.89.00 – Transfer to Capital Reserve County Hall \$500,000 to set aside to finish Internal work at County Hall in 2023.

Increase Account # 4900.89.93 –Capital Improvement Monadnock Highway by \$200,000 to do upgrades to the House for the use of traveling nurses.

Increase various payroll lines by \$50,000 for a one-time \$250.00 (prorated) payment to county employees.

Increase various payroll lines by \$208,000 to cover a nursing wage increase.

Increase various payroll lines by \$180,000 for the ratification of the Maplewood Union contract impact.

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Furthermore, to reserve \$750,000 by applying to the fund balance to offset a portion of 2023 to offset taxes to be raised. And to reserve the \$375,000 to offset ½ of the 2023 Premium Pay with the remaining \$876,366 to fund the balance for further budget consideration.

2. CHESHIRE COUNTY COMMISSIONERS MOTION

DATE: AUGUST 3, 2022

MOTION RE: ARPA Funds Budget Amendment

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Motion to recommend to the Executive Committee and Delegation to increase the use of ARPA funds revenue line #3916.01.00 (Transfer from ARPA Funds) by \$740,000 and to authorize the use of the ARPA funds for the following:

Jaffrey Chamber of Commerce -	\$20,000
Stoddard County Store -	\$20,000
Radically Rural -	\$20,000
Memorial Garden added funding-	\$5,000
EMS Added funding	\$675,000

3. CHESHIRE COUNTY COMMISSIONERS

DATE: AUGUST 3, 2022

MOTION RE: Sheriff Dispatch Infrastructure

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Motion to support and recommend to the County Delegation the allocation of \$2,517,032 for the Sheriff Dispatch Infrastructure Upgrade project account # 4900.97.91 and further to support the funding of the project with a combination of Capital Lease financing by increasing account # 3934.00.00 in the amount of \$1,849,732; use of Capital Reserve funds account # 3915.00.00 in the amount of \$71,150 and use of \$596,150 in unanticipated revenues received in 2022 account # 3509.04.00.

Following a review and discussion of the motions, the Commissioners voted unanimously to recommend the motions as written to the Delegation for their consideration.

Commissioner Englund then moved that the County of Cheshire Board of Commissioners vote to authorize a Capital Lease not to exceed \$1,849,732 to finance the costs associated with the upgrade of the Sheriffs Dispatch Infrastructure and to forward this recommendation to the County Delegation for consideration of a vote to: “Raise and appropriate a sum not to exceed One Million Eight Hundred Forty-Nine Thousand Seven Hundred and Thirty-Two Dollars (\$1,849,732) to finance the costs associated with the upgrade of the Sheriff Dispatch Infrastructure and authorize

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entering into a Capital Lease to finance such appropriation pursuant to the provisions of NH RSA 33:7-e” at the Delegation meeting scheduled for August 10, 2022. Commissioner Clark seconded the motion and upon vote, the motion passed unanimously.

The Commissioners then moved to formally unanimously ratify all votes and decisions taken in prior Commissioners' meetings prior to the Executive Committee and Delegation meetings scheduled for the week of August 8, 2022.

Master Agenda Item #1008: County Attorney Semi-Annual Report – C. McLaughlin
Action Expected: To receive as informational the semi-annual report from the County Attorney.

McLaughlin was then recognized to speak to Master Agenda Item 1008 and talked to the department's operations from 1/1/2022 to 6/30/2022.

He provided the following written report:

The Cheshire County Attorney's Office has had one personnel change in this six-month period. On 6/1/2022 Christina LaMears left the Circuit Court Prosecutor Program administrative assistant position to pursue other opportunities, and we were extremely fortunate to hire Karyne Douai to fill the position.

During this six-month period, 126 felony case files were referred to our office, and a Victim/Witness Coordinator was assigned to all of these cases. We have indicted 99 individuals, on a total of 205 charges. There were no cases that proceeded to trial and no misdemeanor appeals. 165 cases were resolved prior to trial, by plea. The County Attorney reviewed 193 DCYF reports.

Further, our office handled 57 Violations of Probation on 44 cases, and 9 Superior Court Petitions to Annul with a total of 17 charges.

Over the past 6 months at any given time, there have been 19 participants in the Cheshire County Drug Court Program. Currently, there are 15 active participants in the Cheshire County Drug Court program with 3 on absconded status. We have had 2 participants graduate within the last 6 months and 1 participant terminated from the program. We also have 2 applicants who will be admitted within the next month or two.

In this six-month period, 4 cases were referred to the Restorative Justice Program, 2 cases were accepted and both of those cases were successfully resolved.

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Lastly, the Domestic Violence Prosecutor reviewed 9 Felony Domestic Violence cases this period. A Victim Witness Coordinator was assigned to each of those cases.

A discussion of the movement of the Restorative Justice program into its own space began. It was covered that the Restorative Justice program would eventually become another support program that the County Attorneys would utilize.

A discussion of an additional Victim Witness position that will be needed when the Restorative Justice split occurs was had as the current victim witness manager will be moving over to run the Restorative Justice program. A plan to seek additional funds from other sources to pay for the position was covered.

IV. County Administrator

Weekly Operations Report - The County Administrator will update the Commissioners on activities that have taken place since the previous meeting.

Coates said that he had meetings with the Restorative Justice program manager and the County Attorney, and some options for additional space are being explored.

Coates said that the Executive Committee would meet on August 8th at 9:30 AM, and on August 10th at 7:00 PM, there would be a full Delegation meeting for the mid-year budget review and any budget amendments.

The Commissioner's meeting for next week will not be held at the Department of Corrections as scheduled and will be moved to 12 Court Street. The meeting on the 24th will be moved to the Department of Corrections to accommodate the Correctional Officer's graduation ceremony at 10:30 AM. The Commissioners will proceed to Keene for the annual Commissioners Cookout at 11:30 AM.

Coates then said he visited the Sullivan County store that is getting ready to open and has asked for funding from the ARPA monies received. He said that a great deal of progress has been made and the grand opening should be scheduled shortly.

Coates then said that a meeting concerning the work on the Cupola and the suggested new roof for the MCVP entrance off the Center Street parking lot was held with the architect, contractor, Steve Horton, and staff. He stated that plans to move forward and costs were covered and that the work will probably be held off until Spring of 2023.

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Coates mentioned that the energy project is wrapping up, and a punch list is being assembled. He said that the geothermal system is up and running and performing very well. A further project to finish HVAC work at the Assisted Living Facility this fall was also covered.

He then said that the County would be working with Southwest Mutual Aid (SWMA) to assist them in gathering funding to upgrade their radio system, which is very old and needs to be replaced. The cost is projected to be almost \$6M.

Coates then related a meeting with the Monadnock Interfaith Council that covered how to move forward with the implementation of workforce housing in the area. A comprehensive review of how funding for the project and operation of a program would work began and continued for a protracted period.

- V. **Old Business:** Commissioner Wozmak said a second ambulance for the new EMS department would be delivered this afternoon and would be temporarily parked in the Center Street lot. Commissioner Clark said that this evening he would be visiting with the Winchester select board to discuss the upcoming County Electrical Aggregation plan
- VI. **New Business:** None
- VII. **Consent Agenda Items:**
Vote to accept the Weekly Manifests and Minutes of July 06, 2022. **Commissioner Englund moved to take the manifests and minutes and was seconded by Commissioner Clark. Upon roll call vote, the motion passed unanimously.**
- VIII. **Calendar**
Action Expected: To accept the calendar as informational and to make necessary changes/additions.
- IX. **General Discussion for Commissioners**
Master Agenda Item #673: Commissioners - State Cost Shifting Letter and Restorative Justice Program
- X. **Nonpublic Sessions:** None
- XI. **Adjournment**
At 10:40 AM, the Commissioners voted unanimously to adjourn the meeting.

Recorded and edited by:
R. Bouchard

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Assistant County Administrator

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