

MINUTES
Cheshire County Commissioners Meeting
Wednesday, October 26, 2022
County Hall Building
12 Court Street, Keene, NH 03431

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

At 08:37 AM, Commissioner Wozmak and Commissioner Clark responded as 'present'. Commissioner Englund was at Maplewood for a quarterly meeting and will join the meeting in Keene later in the morning.

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 #1035: NH Highway Safety FFY23 Grant Agreement Execution – S. Bansley

Action Expected: To discuss and vote to approve and execute a grant agreement with the New Hampshire Office of Highway Safety for \$8,200.00 + \$2,050 match for overtime for sheriff deputies to conduct DUI enforcement. The match will be from in-kind time from dispatchers to run checks.

Bansley explained the grant's use and said it was an ongoing grant. Commissioner Clark stated that the State should be picking up the entire cost of the grant and not passing the \$2K cost onto the County. A discussion of how the grant works and how to reduce or eliminate the cost to the County was covered.

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

Master Agenda Item #1037: Capital expense - DOC Dayroom Tiling project – D. Iosue
Action Expected: To discuss the DOC tiling project with the Superintendent.

Iosue presented details on a capital project for the installation of floor tiles that need to be replaced at the Department of Corrections. He said that due to inflationary pressures, the cost of the project had risen substantially, and not all of the floors could be replaced this year as

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anticipated. He said that a request will be submitted for the 2023 capital budget to be able to complete the remaining work that cannot be done this year.

After discussion, the Commissioners agreed that would be the best course of action and thanked Iosue for the update.

Harrison was then recognized to discuss Master Agenda Item #1036: Maplewood Facilities Semi-Annual Report.

Action Expected: To receive, as informational, a report from the Director of Facilities on the operation of the Maplewood facilities department.

Harrison provided the following written report to the Commissioners and answered a number of questions.

MNH Facilities report to the Commissioners Covering Q2 FY22 — Q3 FY22

Accomplishments

Q2 2022

- The radiator was replaced under warranty in Genset #2
- Underground feed to Facilities building installed — overhead temp lines removed
- 6 Bay garage renovations completed
- 250k gallon tank five-year inspection completed by submersible rover vs. draining
- Freight and Passenger elevators were completely rebuilt
- Countryside installed card readers on the freight elevator in support of the elevator project
- EE Houghton replaced a 4" valve in the pit — supplies farm and water/wastewater
- Paving project completed at the Nursing Home
- Final grading and road work completed at the old jail site
- Semi-annual backflow testing completed
- 4th floor's dirty utility room door and lockset were replaced by DEW
- Life was safety company replaced a leaking valve on the main sprinkler drain line in the pump room

Q3 2022

- ALF front entrance reno was completed
- Moved CSR storage out of the nursing home garage and into the renovated 6-bay garage

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- The hot water supply and return lines for the renovated side were re-routed to cut the distance and improve temperatures.
- A new hot and cold bar was installed in the staff café
- CSR sink installed by EE Houghton
- Generators were PM'd at WWTP, WTP, and Nursing home
- Facilities Life Safety inspection by the State was deficiency-free

Concerns

Viessmann propane boiler — reliability

Water Treatment Plant Q2 2022

Source	Period	Gallons
Connecticut River	Apr-22	225,200
Connecticut River	May-22	298,600
Connecticut River	Jun-22	417,800
Treatment Plant finished water.	Apr-22	208,700
Treatment Plant finished water.	May-22	279,900
Treatment Plant finished water.	Jun-22	377,800
Well	Apr-22	72,000
Well	May-22	96,000
Well	Jun-22	0

Quarterly Volume to the tank

Total

1,034,400

Water Treatment Plant Q3 2022

Source	Period	Gallons
Connecticut River	Jul-22	298,200
Connecticut River	Aug-22	217,300
Connecticut River	Sep-22	342,900
Treatment Plant finished water.	Jul-22	266,900
Treatment Plant finished water.	Aug-22	194,500
Treatment Plant finished water.	Sep-22	325,600
Well	Jul-22	52,000
Well	Aug-22	104,000
Well	Sep-22	27,000

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Quarterly Volume to the tank **Total** **970,000**

Waste Water Treatment Plant Q2 2022

Discharge	Period	Gallons
Connecticut River	Apr-22	304,000
Connecticut River	May-22	282,000
Connecticut River	Jun-22	287,000

Total **873,000**

Waste Water Treatment Plant Q3 2022

Discharge	Period	Gallons
Connecticut River	Jul-22	308,000
Connecticut River	Aug-22	264,000
Connecticut River	Sep-22	382,000

Total **954,000**

Budget

Account - Q2 2022	2022 Budget	June Actual	YTD Actual	Budget Balance	Percent Remain
P/R Staff MNH	\$392,061	\$30,438	\$182,764	\$209,297	53.38%
P/R Overtime MNH	\$8,500	\$121	\$1,662	\$6,838	80.45%
Outside Services MNH	\$149,020	\$6,631	\$44,386	\$104,634	70.21%
Supplies MNH	\$9,500	-\$377	\$3,493	\$6,007	63.23%
Electricity MNH	\$220,000	\$16,601	\$97,886	\$122,114	55.51%
Gas/LPG MNH	\$49,500	\$0	\$13,570	\$35,930	72.59%
Fuel - Biomass MNH	\$106,950	\$5,747	\$56,892	\$50,058	46.81%
Auto Repair MNH	\$6,500	\$367	\$5,024	\$1,476	22.71%
Building Repair MNH	\$35,000	\$7,129	\$24,563	\$10,437	29.82%
<u>Equipment Repair MNH</u>	\$25,000	<u>12,720</u>	\$8,040	\$16,960	67.84%

Total MNH Facilities **\$1,268,263** **\$90,217** **\$558,332** **\$709,931** **55.98%**

September reports were not available to complete Q3.

Renewable Energy Credits (REC)

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2022	Q1	Q2	Q3	Q4	Total
REC's	687	276			963
Rate	\$24.50	\$24.50	\$24.50	\$24.50	
Amount Minus	\$16,831.50	\$6,762.00	\$0.00	\$0.00	\$23,593.50
10% Total	\$1,683.15	\$676.20	\$0.00	\$0.00	\$2,359.35
Received	\$15,148.35	\$6,085.80	\$0.00	\$0.00	\$21,234.15

Looking Forward

ALF Projects

HVAC project, Light replacement, Locksets, and Nurse Call system completion in November and December.

The Commissioners thanked Harrison for his report, and the Administrator was then recognized for the Weekly Operations report.

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 Freedom Energy Logistics (FEL), the firm that the County presently uses for it power acquisition, had contacted the County to determine the interest in extending the existing contract with a new contract to begin in September of next year. This is being proposed following a drop in power prices due to the cost of natural gas prices dropping in the general marketplace. A follow-up with FEL will take place to determine what options are available.

Coates said that monies are being made available for EMS funding for Counties based on a conversation with personnel at the Governor's Office For Emergency Relief and Recovery (GOFERR). This will be investigated to determine if the current County EMS project can participate in the program.

Coates said that the finance department had completed the mandatory ARPA reporting, which is attached to having received funding, and said that a significant amount of work was needed to complete the project as the rules kept changing. He commended the Finance department for their diligence and hard work in accomplishing the task and meeting the deadline.

Coates then said an ambulance purchased from the Town of Walpole for \$10K had been determined to be in excellent overall condition. He said that one of the other ambulances had been outfitted with all the necessary equipment and medical items that would allow the EMS to startup in the next few months. A discussion of the units that will be available to be placed in service before the end of the year.

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Coates then said that the new construction of the EMS building at 66 Lake Street in Swanzey is going very well, and the project is on target. He also said that EMS staff hiring is continuing and proceeding quite well.

Coates said that he attended a meeting at the Swanzey town hall that was well attended and discussed the EMS project. He stated that the project is being very well received in the various County communities.

- V. **Old Business** None
- VI. **New Business** None
- VII. **Consent Agenda Items:**
Vote to accept the Weekly Manifests for October 26 and the Minutes of October 19, 2022.
Commissioner Englund moved to accept the Weekly Manifests and minutes of October 19, 2022, and Commissioner Clark seconded the motion. 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 10:21 AM, with no other public business to discuss, Commissioner Wozmak moved to adjourn the meeting, and Commissioner Englund seconded the motion. 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