

MINUTES

Wednesday, January 25, 2023

This meeting will be conducted in person
and electronically (via Zoom) at the

Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

Zoom Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 6031233

Start Time 9:30 AM

Present: Commissioners Robert Englund and Terry Clark (J Wozmak absent w/notice)

Staff: County Administrator Coates, Finance Director Trombly, Register of Deeds, Tilton,
and Assistant County Administrator Bouchard

Guest(s):

At 9:38 AM, the Commissioners opened the meeting, and Commissioner Englund and Clark responded as “present.”

Public Comments

Upon recognition from the Chair, a Public Comment on topics of interest may be made, at most three (3) minutes in length.

I. Elected Officials & Department Head Updates

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

Superintendent Iosue was recognized and said that the COVID outbreak at the facility appears to be winding down and that two of his nurses have given their notice.

Kindopp asked if the Maplewood Quality Care Incentive Program (QCIP) meeting in October could be moved to a week earlier due to a conflict with the NHAC meeting in Manchester. Following a short discussion, it was agreed that the meeting would be moved from October 25th to October 18th.

II. Scheduled Items

Master Agenda Item #1064: Semi-annual report – Registry of Deeds – A. Tilton

Action Expected: To receive, as informational, a report from the Register of Deeds on the department’s operations for the prior six months.

Tilton was recognized and said that a new contract was signed with her vendor that decreased the document processing costs from \$4.50 to \$2.50 per document. She said that a newer Cloud-based deeds solution called Bastion has been instituted and is running well. In addi-

tion, the Tapestry and Ava search engines supported by the vendor have been profitable, and Laradeo, the third copy vendor, is contributing about \$3K per month in gross revenues.

A discussion of the area real estate market began, and it was learned that because of the shortage of listings, houses are still selling or being refinanced at a steady rate in the County. Thus, the revenue stream to the Registry has been at or above average.

III. County Administrator

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

Coates said a letter would be going out to the NHAC concerning the representatives from Cheshire County. An excerpt from the letter follows:

At the Commissioner's January 25th, 2023, public meeting, the Commissioners voted unanimously to appoint the representatives listed below to serve on the New Hampshire Association of Counties' Executive Committee as our representatives from Cheshire County. Included is an excerpt from the January 25th, 2023, minutes wherein the appointments were voted on.

Commissioner Englund moved to appoint Commissioners Bob Englund, Treasurer Chuck Weed, County Administrator Chris Coates, Director of Finance Sheryl Trombly, and County Nursing Home Administrator Kathryn Kindopp, to serve on the NHAC Executive Committee. The motion was seconded by Commissioner Clark and accepted unanimously on a voice vote 2 to 0; Commissioner Wozmak excused his absence from the meeting.

Commissioner Englund moved to give County representatives serving on the NHAC Executive Committee the power to present proxy votes for members unable to attend meetings. The motion was seconded by Commissioner Clark and accepted unanimously by voice vote 2 to 0. A letter will be sent to NHAC's Dupont Group notifying them of these decisions."

Coates said that due to the inclement weather forecast for this evening, the Monadnock United Way function scheduled at Monadnock Ford will now be held next week at the same venue.

Coates then reminded the Commissioners that on Monday, the 30th, the 2023 delegation budget review would be held at the Maplewood Nursing home in Westmoreland beginning at 9:00 AM.

Coates said that the transition of Bouchard from his position as the Assistant County Administrator to the Director of County Projects and Energy Management has begun and that a job search for an Executive Assistant to be hired is now underway.

Coates spoke to a Lead Abatement program under discussion with the City of Keene and Sullivan County as participants in seeking a grant to establish an area-wide program. He said that several local groups and companies are very interested in the program and that the County Grants Manager will reach out to coordinate an initial startup in the next few weeks.

Coates then reminded the Commissioners that the Monadnock Regional Branding effort status report out would occur next week and will be presented by the Executive Director of the Keene and Peterborough Chamber of Commerce, Luca Paris, and Jaimie Trowbridge, Publisher of Yankee magazine.

A discussion of a wheelchair van startup for the hospital is under consideration and was introduced by Coates. He stated that one van would be available on a limited basis, mostly around non-core service hours, if sufficient staff and other requirements can be met.

A discussion of Community Power information and training for towns began, and several ideas for holding public sessions in the local theater venues throughout the County were covered.

Coates then said that the State Executive Council formally awarded a \$940K grant from the ARPA state funding to the County for unanticipated Maplewood Nursing home renovation costs due to the COVID-19 pandemic.

Coates outlined the underway efforts with the vendor to address a startup issue discovered with the new audio/video system just installed in Delegation Hall.

He then said that the State is strongly encouraging the dispersal and implementation of programs that utilize the Opiate funding for drug remediation programs in the County. In addition, Coates said that the County drug court, Serenity Center, and Reality Center program funding requests were all being considered.

IV. **Old Business**

V. **New Business**

VI. **Consent Agenda Items:**

Vote to accept the Weekly Manifests for January 25, 2023, and the meeting minutes of January 18, 2023.

Commissioner Englund moved to accept the Consent Agenda Items, and Commissioner Clark seconded the motion. Upon roll call vote, the motion passed unanimously.

VII. **Calendar**

Action Expected: To accept the calendar as informational and to make necessary changes/additions.

VIII. **General Discussion for Commissioners**

Master Agenda Item #673: Commissioners - State Cost Shifting Letter and Restorative Justice Program

IX. **Nonpublic Sessions:**

X. **Adjournment**

At 10:26 AM, There being no other public business to discuss, Commissioner Wozmak moved to adjourn the meeting, and Commissioner Clark 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