

MINUTES

Wednesday, March 22, 2023

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

County Hall Building
12 Court Street, Keene, NH 03431

Zoom Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 6031233

Start Time 8:30 AM

Present: Commissioners Jack Wozmak, Robert Englund, and Terry Clark

Staff: County Administrator Coates, Finance Director Trombly, Superintendent Iosue, Human Resources Director May, County Project Manager Bouchard, and Executive Assistant Gouger.

Guest(s):

At 8:31 AM, Commissioners Wozmak, 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. – No public comments were received.

I. Elected Officials & Department Head Updates

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

HR Director May sought an eight-week extension for an FMLA for an employee at Maplewood who has been with us for 13 years. She has been out since Jan. In the meeting with her supervisor, are requesting an additional eight weeks for the proper follow-up time.

Commissioner Englund moved to approve the request, and Commissioner Clark seconded the motion. Upon roll call vote, the motion passed unanimously.

II. Scheduled Items

Master Agenda Item #1071: MCP Tech Update & Sole Source Approval of Equipment – A. Crowell, E. Rivera, S. Bansley

Action Expected: Vote to waive the provisions of competitive bidding for the purposes of the procurement of equipment for the MCP Tech Update project.

Bansley brought forward the issues regarding updating the technology in the command post. For example, the County wishes to purchase the equipment from a sole source since only one brand of radio meets the needs of the County to do custom programming, run required software, and the employees are trained on it.

Crowell states that she did some alternative research and has no other options.

Coates and Commissioner Wozmak engage in discussion on whether Motorola is made in America and the verbiage that is needed related to that.

Commissioner Englund moved to approve the request per NH RSA 28:8, for the Cheshire County Commissioners to waive the competitive bidding provisions for the procurement of four (4) APX8500, 110-watt, single-decker transceiver, all-band multi-control head mobile radios.

The motion was seconded by Commissioner Clark, and upon roll call vote, the motion passed unanimously.

Master Agenda Item #1072: Advanced Radio Law Enforcement Network Equipment Project & Sole Source Approval of Equipment – A. Crowell, E. Rivera, S. Bansley

Action Expected: Vote to waive the provisions of competitive bidding for the purposes of the procurement of equipment for the Advanced Radio Law Enforcement Network Equipment Project.

Bansley was again recognized and said that only one manufacturer supplied the New Hampshire Statewide Communications Interoperability Plan radio gear.

Crowell notes that the city of Keene uses the same manufacturer and equipment we require, and Southwest Mutual Aid is also looking at the same technology.

Cheshire County will also be able to connect with other counties regarding other public safety issues.

Commissioner Englund moved to approve the sole source request per NH RSA 28, where the Cheshire County Commissioners may waive competitive bidding provisions to procure the fourteen (14) wide area digital network I.P. based equipment and systems.

The motion was seconded by Commissioner Clark, and upon roll call vote, the motion passed unanimously.

III. County Administrator

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

Update on Northern Borders – Bansley states that she will send the certificate to Northern Borders Regional Commission (NBRC), and the Commissioner’s vote will hopefully help them secure the procurement. In addition, there was a discussion on Federal Section 106 and the historical review regarding the sites the County needs to use. The expectation is that they will hear back in 2-4 weeks.

Commissioner Wozmak asks if the Northern Borders funding can still be expected to be awarded. Bansley notes it is still possible, providing the sites pass the evaluations.

Crowell notes that some of the same sites have been evaluated multiple times by other federal agencies for past projects, but NBRC insists on doing its review.

Coates provided an update on construction in Delegation Hall and said it is in full swing and slightly ahead of timeline projections. He noted that mid-May is the projected completion date;

then, progress will be made on the exterior. However, he cautioned that some project pieces could be held up due to lingering supply chain issues.

Coates said that May 24 is Employee Appreciation Day at Maplewood Nursing Home. Their team requests Commissioners and staff to help serve food (lunch, dinner, or midnight) and meet with staff members.

Coates said that a failure in the grease trap at the Department of Corrections kitchen needs to be fixed, and it is a \$9,000-\$12,000 project. Superintendent Iosue stated that the grease trap issue was reported to the health department, and there is a specific timeline to get that fixed that is being followed. The next step is getting a plumber on site, which is being coordinated.

Coates said the County is hosting the New Hampshire Association of Counties (NHAC) conference this year. The organizing committee continues to meet, and there is a final meeting with the event planner tomorrow to adjust the schedule. On Friday at noon, Commissioner Wozmak and Coates meet with the CEO of Primex to help finalize speakers. Their goal is to have speakers selected as soon as possible, so training sessions can be developed and released to the members well before the conference to be held October 22-24 in Manchester.

Coates stated that he and Kathryn Kindopp met with the director of the Cheshire Career Center at Keene High School, and they are pushing to get students out and into internships and trades. In addition, they discussed short- and long-term goals regarding getting students to complete LNA programs through Maplewood.

Commissioner Clark asked how many students are involved with the Career Center each year, and it was learned that 22 and 28 students are currently in the LNA courses.

Coates said that yesterday EMS was called to respond to the scene in the Westmoreland/Walpole area. The Keene fire department was on the scene with two ambulances, and a third unit was needed. Diluzio ambulance was not available, and Cheshire County EMS was called and was on the scene in 15 minutes, and all patients were successfully transported to Cheshire Medical.

Coates notes that the bariatric ambulance will not be coming in until 2024, but in the meantime, the County can still answer those calls using existing approved procedures.

Commissioner Englund asks about what the solution is for the bariatric ambulance. Coates states that the issue is the sides of the stretchers, and while the County waits for the wider stretchers, there are straps that we can use to assist. Current stretchers can hold 750 lbs.

IV. Old Business

V. New Business

None

VI. Consent Agenda Items:

Vote to accept the Weekly Manifests for March 08, 2023, and the meeting minutes of March 01, 2023.

Commissioner Clark moved to accept the manifests of March 08, 2023, and the minutes of March 1, 2023, as presented. Commissioner Englund seconded the motion, and upon roll call vote, the motion passed unanimously.

VII. Calendar

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

No updates.

VIII. General Discussion for Commissioners

None

IX. Nonpublic Sessions:

X. Adjournment

At 10:24 AM Commissioner Englund moved to adjourn the meeting, and Commissioner Clark seconded the motion. Upon roll call vote, the motion passed unanimously.

Recorded by:
Courtney Gouger
Executive Assistant

Reviewed and approved by:
Terry Clark
Clerk, County Commissioners