



COMMISSIONERS MEETING

MINUTES

Wednesday, June 7, 2023

County Hall Building
Commissioners Meeting Room, Second Floor
12 Court St
Keene, NH 03431

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

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

Guest(s):

At 8:30 AM, all Commissioners 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.

II. Scheduled Items

Master Agenda Item #1092: Cost Allocation Plan and Indirect Cost Rate Policy – S. Bansley
Action Expected: Vote to approve and execute a Cost Allocation Plan and corresponding Indirect Cost Rate Policy for the County to meet the requirements of the Uniformed Grant Guidance.

Bansley said that the Cost Allocation Plan and Indirect Cost Rate Policy for the County are for the 10% indirect rate that we apply to the eligible costs for each grant. This is a form that the Commissioners sign annually.

Commissioner Wozmak moved to approve and execute a Cost Allocation Plan and corresponding Indirect Cost Rate Policy for the County to meet the requirements of the Uniformed Grant Guidance.

Commissioner Clark seconded the motion, 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.

Coates said that they met with the city manager Elizabeth Dragon on multiple occasions to find a path of working together in the County's best interest and to find a way to collaborate on a county-wide EMS model that supports all areas of the County.

Coates said there had been conversations with the Coastal regarding the insurance billing with EMS. Trombly said that at the meeting, she requested new reports with more detailed information, some on a weekly basis, in different formats to better utilize the information for accounting purposes. She expects to have some updates by the end of the week.

Coates said that the new house by EMS is completed, and he and Bouchard will do a walk-through and get it ready to be used.

Coates said the work outside the County Hall and most of the interior construction is ending and that the outside work has commenced as of this week. He stated that some interior punch list details remain but believes they will be cleared up shortly.

Coates said he was selected to serve on the Monadnock United Way for another two-year term and has agreed to take on the appointment.

Coates said Phil Wyzik, Chief Executive Officer of Monadnock Family Services (MFS), thanked the Commissioners for allowing him to use the ARPA funds to allocate how he needed to keep a critical position in the organization funded after the loss of State monies.

IV. Old Business

Commissioner Clark said that he met with Roxbury regarding Community Power and got the indication that they wanted to join the program. There will be discussions with Nelson in the coming days regarding the program.

V. New Business

VI. Consent Agenda Items:

Vote to accept the Weekly Manifests for June 7, 2023, and the meeting minutes of May 31, 2023.

Commissioner Clark moved to accept the weekly manifests for June 7, 2023, and the meeting minutes of May 31, 2023.

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 changes.

VIII. General Discussion for Commissioners

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

IX. Nonpublic Sessions:

At 8:33 AM, Commissioner Wozmak moved to enter a non-public session under RSA 91-A:3, II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

As a result of deliberations in a non-public session, it was voted unanimously to terminate the employment of B. Y.

At 8:48 AM, the Commissioners voted unanimously to return to public session.

At 9:43 AM, Commissioner Wozmak moved to enter a non-public session under RSA 91-A:3, II(c)Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy if based on inability to pay or poverty of the applicant.

As a result of deliberations in the non-public session, no decisions were made, and no vote was taken.

At 11:24 AM, the Commissioners voted unanimously to return to public session.

X. Adjournment

At 12:19 PM, Commissioner Clark moved to adjourn the meeting.

Commissioner Wozmak seconded the motion, and upon roll call vote, the motion passed unanimously.

Recorded and edited by:
C. Gouger
Executive Assistant

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