



## COMMISSIONERS MEETING

### Minutes

Wednesday, July 31, 2024

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

Maplewood Nursing Home  
201 River Road  
Westmoreland, NH 03467

**Zoom Call-in Number: +1 646 558 8656**

**Meeting ID: 409 748 8803**

**Pin #: 603123**

**Start Time 09:30 AM**

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

**Absent:** Commissioner Wozmak (With Notice)

**Staff:** County Administrator Coates, Finance Director Trombly, Safety Director Perrin, Superintendent Iosue, Maplewood Administrator Kindopp, HR Director May, and Director of Executive Services/Communications Bernstein

**Guest(s):**

#### Public Comments

Upon recognition from the Chair, a Public Comment on topics of interest may be made.

The Commissioners opened the meeting at 9:36AM.

Seeing no public comment, County Administrator Coates moved forward with the agenda.

#### **I. Elected Officials & Department Head Updates**

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

1. Superintendent Iosue said the DOC paving project is back on schedule.

Iosue stated he was planning an officer's graduation ceremony on October 23<sup>rd</sup>. He requested that the Commissioners meeting is moved to the DOC for that day

Director of Executive Services Bernstein said that would work well, and will plan on moving the meeting to the DOC on October 23<sup>rd</sup>.

2. Finance Director Trombly proposed a budget amendment to repair the Sheriff's mobile command unit. This money was set aside but was not allocated by the Sheriff. This would be

the movement of funds from capital reserves. This will be placed within the list of budget amendments that will be addressed at the County Delegation Executive Committee meeting.

## **II. Scheduled Items**

Master Agenda Item #1192: Semi-Annual Report, Safety Department – S. Perrin

**Action Expected: To receive an as informational as possible report on the last six months of operations by the Director of Safety.**

1. Safety Director Perrin began his report. He stated that there have been 60 reported incidents within the County since the beginning of 2024. At Maplewood the biggest injuries reported involve moving residents which can result in strains and sprains.

Perrin had the Commissioners sign the Joint Loss Management Policy form.

The DOC has strains and sprains as well, often involving training accidents.

At Maplewood and the DOC, they have completed a recent disaster training specifically staging a fake cybersecurity attack for a drill. The results were phenomenal at both locations.

Trombly asked if they included payroll systems within the drill.

Perrin said they did not, at least not this time.

Perrin said that he is working on getting an AED for the Monadnock Center for Violence Prevention.

## **III. County Administrator**

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

1. Director of Executive Services Bernstein said County officials will be meeting with multiple refugee resettlement experts/groups to discuss how the County can be of support. He extended an invite to the Commissioners.

2. County Administrator Coate said the Delegation Executive Committee will be on August 12<sup>th</sup> at 10:00AM, and the full Delegation will meet on August 19<sup>th</sup> at 7:00PM.

3. Coates said two HandyMan projects are underway in Keene and Richmond, they both involve installation of ramps.

4. Coates said Don Bliss has begun the process of establishing a long term strategic plan for Cheshire County EMS.

## **IV. Old Business**

## **V. New Business**

## **VI. Consent Agenda Items:**

Vote to accept the Weekly Manifests and Minutes of July 17, 2024.

**Commissioner Clark made a motion to approve the manifest and minutes of July 17 and Commissioner Englund seconded. Upon a 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**

**IX. Nonpublic Sessions:**

*A non-public session pursuant to RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

*A non-public session pursuant to 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.*

*A non-public session pursuant to RSA 91-A:3, II(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

*A non-public session pursuant to 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*

**X. Adjournment**

**At 10:15AM Commissioner Clark made a motion to adjourn and Commissioner Englund seconded. Upon a roll call vote the motion passed unanimously.**

Minutes recorded by:

D. Bernstein

Director, Executive Services and Communications

Reviewed and approved by:

T. Clark, Clerk

Board of Commissioners