



**COMMISSIONERS MEETING**  
Wednesday, October 23, 2024  
**Minutes**

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

Department of Corrections  
825 Marlboro Road  
Keene NH, 03431

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

**Meeting ID: 409 748 8803**  
**Pin #: 603123**

**Start Time 08:30 AM**

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

**Absent:**

**Staff:** County Administrator Coates, Grants Manager Bansley, HR Director May, Director of Executive Services Bernstein, and Superintendent Iosue.

**Public Comments**

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

-County Administrator Coates asked for public comment, seeing none the Commissioner's opened the meeting at 8:38AM.

**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 reiterated that the DOC Officer's graduation will take place immediately after the Commissioner's meeting beginning at 10:00AM.

**II. Scheduled Items**

Master Agenda Item #1218: Department of Safety Grant Acceptance – S. Bansley  
**Action Expected: Vote to accept the grant agreement from the New Hampshire Department of Safety, Homeland Security Grant Program Award for \$4,747.00 to purchase SWAT/SOU battle dress uniforms for Monadnock Special Response Team.**

-Grants Manager Bansley said we have had grants through this program before, the amount was created through a formula at the state.

**Commissioner Englund made a motion to accept the grant agreement from the New Hampshire Department of Safety, Homeland Security Grant Program Award for \$4,747.00 to purchase SWAT/SOU battle dress uniforms for Monadnock Special**

**Response Team. Commissioner Wozmak seconded.  
The vote passed 2-1 with Commissioner Clark voting no.**

Master Agenda Item #1219: Human Resources Semi-Annual Report – K. May

**Action Expected: To receive an informational report on HR's activities for the preceding six months.**

-HR Director May said CCEMS and the DOC are doing well in terms of staffing levels.

Maplewood has multiple positions to be filled, and so does Connected Families, especially in the Claremont location.

In the past six months there have been 70 new hires, and 69 terminations. Resulting in a net positive.

Maplewood is preparing for regulations regarding RN requirements.

Nurses at Maplewood have been remaining in their positions at high levels, while LNAs and Ward Aides are the positions that have left the most frequently.

May said that Dartmouth Hitchcock pays new LNAs \$25 an hour, whereas Maplewood cannot meet that.

-County Administrator Coates asked if we are comparable to the Sullivan County Nursing Home.

May said we are.

### **County Administrator**

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

-County Administrator Coates said renovations at the Red Barn are going smoothly.

-Coates said some County Administrators in the state are reexamining leases between the Counties and the state for the County owned courthouses. He said that our lease agreement is working well for Cheshire County.

### **III. Old Business**

### **IV. New Business**

-Finance Director Trombly said that the first Commissioners budget hearing is on Friday October 25<sup>th</sup> from 9AM-1PM in County Hall.

The second hearing is on Wednesday October 30<sup>th</sup> from 10:30AM-12:30PM at County Hall.

The third is on November 1<sup>st</sup> from 9AM-11AM at County Hall.

**V. Consent Agenda Items:**

Vote to accept the Weekly Manifests and Minutes of October 16, 2024

**Commissioner Englund made a motion to accept the manifests and minutes of October 16<sup>th</sup>, and Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.**

**VI. Calendar**

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

**VII. General Discussion for Commissioners**

**VIII. Nonpublic Sessions:**

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.

RSA 91-A:3, II(b) The hiring of any person as a public employee.

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.

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.

RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled

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.

**IX. Adjournment**

**At 9:37 AM, Commissioner Englund moved to adjourn the meeting, which Commissioner Clark seconded. Upon roll call vote, the motion passed unanimously.**

Minutes recorded by:  
D. Bernstein  
Director  
Executive Services & Communications

Reviewed by:  
T. Clark  
Clerk, Board of Commissioners

