

MINUTES
Cheshire County Commissioners Meeting
Wednesday January 13, 2016 09:30AM
Department of Corrections
825 Marlboro Road
Keene, NH

PRESENT: Commissioners Stillman Rogers, Charles Weed, and Peter Graves,

STAFF: County Administrator Coates, Finance Director Trombly, Superintendent Van Wickler, HR Director Hurley, and Assistant County Administrator (ACA) Bouchard

GUESTS: Westmoreland Selectman Hammond

Chairman Rogers opened the meeting at 09:30AM and recognized Administrator Coates. Coates said that Attorney Matthew Upton will be presenting a Right-To-Know training class for the Commissioners and department heads on February 16th at 6:00pm at the Department of Corrections. He also said that the County selectboard members will be invited to attend.

Coates then said that the new County Employee Handbook was almost completed and that a team of staff members will be reviewing the draft and making suggestions for content and changes as needed.

He then discussed the on-going meetings with the Wage and Classification company that is currently presenting the project to employees and said that overall the project is being well received by staff members.

Coates related that a meeting with Keene Housing staff to discuss Community Development Block Grant (CDBG) procedures would be taking place on the 22nd for the purpose of better understanding the procedures and processes needed to successfully implement these grants.

Coates then said that a regional pipeline meeting has been noticed by the local pipeline coalition for Saturday the 16th from 11:00 – 1:00 to be held at the Fitzwilliam town hall. Commissioner Weed will try to attend.

Master Agenda Item: #335: Commissioner meeting venue changes for May 11th and December 14th to Maplewood for Employee Appreciation and Employee Longevity Awards dinners. Bouchard presented a request from Maplewood staff to reschedule the May 11 Commissioners meeting from the Department of Corrections to Maplewood for Employee Appreciation Day activities and meal, and to move the December 14th meeting from 12 Court Street to Maplewood for the Employee Appreciation Longevity Award dinner. Following a short discussion the Commissioners agreed to move the dates. Bouchard will notify the staff. The May 25th meeting will now be held at Department of Corrections instead of Maplewood and the December 21st meeting will now be held at 12 Court Street instead of Maplewood.

Master Agenda Item #336: Sheriff's Department - Radio Frequency Status with SWMA
Sheriff Rivera reviewed the on-going discussions with the Southwest Mutual Aid (SWMA) staff concerning the use of the County owned emergency radio frequencies KCF 415 and KCF 523. He provided a background of how the frequencies were allocated to the County over twelve (12) years ago and discussed the agreement in principal of allowing SWMA to take over the two frequencies as both are Fire frequencies and not law enforcement. Rivera said that a written agreement is being drafted that would return the frequencies to the County if they were ever not used for any reason.

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Master Agenda Item #337: Pipeline Intervener Status for the County. Commissioner Rogers asked Commissioner Graves and Weed if the County should file for Intervener status for NED pipeline project so that the County could add comments to the review process to aid the towns in their discussions with the Federal Energy Regulatory Commission (FERC). A discussion ensued as to the purpose and use of Intervener status and it was agreed that it would be appropriate for the County to participate.

Commissioner Weed moved to authorize the County to file for Intervener status for NED pipeline project and was seconded by Commissioner Graves. Upon vote the motion passed unanimously. Commissioner Rogers will pursue filing the form online to complete the process.

Master Agenda Item #338: Correctional Officer Certification - Review and Update. Superintendent Van Wickler discussed with the Commissioners a document that he drafted outlining three (3) options for the Commissioners to review and to consider for the Correctional Officer (C. O.) certification process going forward. A protracted discussion began and it was determined that more time is needed to discuss the impacts and ramifications of the proposed changes during a Commissioners meeting in the next few weeks.

At 11:01 Commissioner Rogers left the meeting in order to attend a previously scheduled appointment.

Van Wickler then asked for direction from the Commissioners whether to send two (2) C. O.'s from the department to the next Correctional Academy. Following discussion **Commissioner Graves moved not to send the two (2) C. O.'s to the upcoming Correctional Officer Certification classes in Merrimack and he was seconded by Commissioner Weed. Upon vote the motion passed with two (2) Yea's.**

Director Trombly then discussed the budget item rollovers from 2015 to 2016 and reviewed the items being moved in the proposed budget.

At 11:42 ACA Bouchard left the meeting for a previously scheduled appointment.

At 11:44AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Graves moved to go into non-public session to discuss the dismissal, promotion or compensation of a public employee or the disciplining of such employee, without that employee having requested an open meeting and was seconded by Commissioner Weed.

As a result of deliberations in non-public session J. T. was granted a FMLA extension to February 4, 2016 after which time she will be required to return to work or request further consideration.

At 11:53AM the Commissioners voted unanimously to return to public session.

The Weekly Census was reviewed.

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The Weekly Manifest was then reviewed and Commissioner Graves moved to accept the Manifest as presented and was seconded by Commissioner Weed. Upon vote the motion passed with two (2) Yea's.

The minutes of January 6, 2015 were then reviewed and Commissioner Graves moved to accept the minutes as presented. Commissioner Weed seconded the motion and upon vote the motion passed with two Yea's.

The Commissioners Calendar was then reviewed.

At 11:51AM there being no further business to discuss, Commissioner Grave moved to adjourn the meeting. The motion seconded by Commissioner Weed and upon vote the motion passed with two (2) Yea's.

Respectfully Submitted,

P. Graves, Clerk