

MINUTES
Cheshire County Commissioners Meeting
Wednesday April 6, 2016 02:00PM
Department of Corrections
825 Marlboro Road
Keene, NH 03431

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

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

GUESTS: Granite State Automation

At 9:31AM Chairman Rogers opened the meeting and recognized County Administrator Coates for the purpose of receiving the weekly operational report.

Coates said that he will attend a meeting in Claremont on Thursday for the 1115 wavier program for mental health / substance abuse that will be a joint program of Cheshire Medical Center, Dartmouth Medical, and numerous independent organizations throughout Grafton, Sullivan, and Cheshire Counties.

Coates then said that as a follow-up to last week discussion of the proposed pipeline project that is being reviewed by the Federal Energy Regulatory Commission (FERC). FERC is considering a request to fund the cost of the pipeline by charging electric rate payers a fee on their monthly bills. A draft of the resolution prepared by Commissioner Weed concerning the request would be discussed later in the meeting.

Coates then reminded the Commissioners that a voter participation initiative aimed at studying ways to encourage more active voter participation in local, state, and national elections was scheduled for April 21st and 25th. Commissioner Weed will attend the meeting on the 21st and Commissioner Graves will attend the second (2nd) on April 25th.

He then said that the next Maplewood Sub-committee meeting will be held on April 11th at 10:00AM in the County Delegation hall at 12 Court Street. He said that this will be the third presentation by EGA to discuss the six (6) options for the nursing home that the sub-committee had outlined.

Coates then reminded the Commissioners that the County Volunteer Appreciation Dinner was scheduled for April 13th and will be held at the Maplewood Nursing.

Coates then asked IT Director Hummel to discuss the possible impact on IT with the loss of the DOC personnel who was responsible for the maintenance and operation of the XJail database software that is in use at the jail. Hummel said that in discussions with the Superintendent it is apparent that although IT can maintain the infrastructure, IT cannot currently support the XJail software as none of the staff have expertise in database programming, maintenance, or tuning. He said that he would request an additional FTE in the next budget cycle. In response to an inquiry by one of the Commissioners he said that outsourcing the work for an unknown period could also be feasible.

John Major from Granite State Automation was then introduced to discuss the work recently completed on the re-commissioning of the HVAC system at the jail. In responding to the Commissioners questions, Majors said that work by a balancing contractor would normally follow the recommissioning of the system and they would focus on the establishing and maintaining the correct water and air flows

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throughout the system. He said that he is aware of some unequal pressure issues within the housing pods and that a balancing contractor would address those issues as well as eliminating cold spots and wind tunnel noises as doors are opened and closed throughout the facility.

In discussing the work that was just completed, he said that “everything had an issue” including wiring, sensors, controlling units, and programming. He said that in his 20 plus year career he has never seen a system so poorly installed and implemented.

Responding to questions, he went on to say that Granite State had documented all the issues found via written logs and photographs and would supply them to the County. He also said he would be willing to assist the County in pursuing legal action by supplying the data he gathered and his expertise if the County chooses to litigate the matter.

Master Agenda Item #367: County Electric Supply Contract.

Manager Harrison presented the following chart showing the bids that were received from the RFP recently published for electric service for the County.

2016 RFP for Electric Supply Rates Nov 1, 2016 - Oct 31, 2017						
Company	UMG Inc.	Standard Power	Firstpoint Power	Titan Energy	Direct Energy Business	Traditions Energy
12 Month	.0710 per kWh	.0745 per kWh	.0719 per kWh	Requested RFP, did not respond	Requested RFP, did not respond	Requested RFP, did not respond
24 Month	.0780 per kWh					
36 Month	.0799 per kWh					
Broker Fee - included in the rate above	.00075 per kWh					
	All pricing as of 3/29/16 at 2pm					
Current Rate	\$0.0992					

Harrison reviewed the chart and discussed the alternatives and recommended that due to the great volatility in the markets currently, and the forecast for rising prices, it may be an opportune time to lock in the rate for a thirty-six (36) month period. He pointed out that even at the thirty-six (36) month rate of .0799 a significant savings will be realized over the current rate of .0992. **The Commissioners asked a number of questions and following discussion Commissioner Weed moved and was seconded by Commissioner Graves to authorize the signing of a contract with UMG Inc. for the thirty-six month rate. Upon vote the motion passed unanimously.**

Master Agenda Item # 368: County Copier Leasing Options was then reviewed by Manager Harrison

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and presented the following chart for the Commissioners to review.

Photo Copiers							
	Ricoh	Canon Option A all new	Canon Option B new,demo, refurbished	OSV Copier Solutions - fair market value	OSV Copier Solutions - buyout	Current Cost	
Monthly Payment 36 Month lease	\$942.65	\$1,098.00	\$921.00	\$625.05	\$671.78	\$775.00	
Monthly Maintenance	\$0.00	\$180.00	\$180.00	\$202.50	\$202.50	\$185.10	
(36) Combined Monthly	\$942.65	\$1,278.00	\$1,101.00	\$827.55	\$874.28	\$960.10	
(36) Annual Cost	\$11,311.80	\$15,336.00	\$13,212.00	\$9,930.60	\$10,491.36	\$11,521.20	
(36) B&W Overage per	\$0.0042	\$0.0040	\$0.0040	\$0.0045	\$0.0045	\$0.0040	
(36) Color Overage per	\$0.0520	\$0.1047	\$0.1047	\$0.0450	\$0.0450	N/A	
Monthly Payment 48 Month lease	\$704.41	\$1,106.00	\$0.00	\$589.39	\$613.61	N/A	
Monthly Maintenance	\$0.00	\$180.00	\$0.00	\$202.50	\$202.50	N/A	
(48) Combined Monthly	\$704.41	\$1,286.00	\$0.00	\$791.89	\$816.11	N/A	
(48) Annual Cost	\$8,452.92	\$15,432.00	\$0.00	\$9,502.68	\$9,793.32	N/A	
(48) B&W Overage per	\$0.0042	\$0.0040	\$0.0000	\$0.0045	\$0.0045	\$0.0040	
(48) Color Overage per	\$0.0484	\$0.0450	\$0.0000	\$0.0450	\$0.0450	N/A	
Area	County Attorney	Finance	DOC / Admin	Registry of Deeds	H/R Reception	Alternative Sentencing	Total
45k - Average copies per month by area	15,000	18,000	9,000	500	500	2,000	45,000

Harrison reviewed the chart and said that based on the written responses to the RFP and his discussions with the vendors, he felt that the most favorable product and pricing came from Ricoh Corporation on the forty-eight (48) month lease option. A discussion began concerning the addition of a color printing option for some of the copiers and how the remaining copiers in the County will be moved from a staggered leasing schedule to a single RFP over the next few years. He said that the County currently has fifteen (15) copiers across the County and that bidding for services on all fifteen (15) copiers at once would very likely result in more aggressive pricing from the vendors.

Some discussion around the replacement of the Canon copiers and how difficult the transition would be began and IT Director Hummel said that he believed that it would not be any different than replacing an old copier with a new unit from the same vendor as they both essentially look the same on the network.

Commissioner Weed moved to accept Harrison’s recommendation to sign a lease agreement with Ricoh Corporation based their RFP response that met all stated equipment requirements and on the forty-eight (48) month lease pricing presented. He was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

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Master Agenda Item #369: DOC Correctional Officer (C. O.) Curriculum Presentation - T. Knowles Superintendent Van Wickler introduced Capt. Knowles who supplied the Commissioners with a documentation package for a C. O. who has recently completed the required training to become certified. Knowles reviewed the various training documents and answered questions from the Commissioners concerning the validation of the training, how the courses are administered, and what the differences are between the training received at the New Hampshire Association of County's (NHAC) Correctional Officer Academy.

Knowles explained how the courses are controlled, graded, and managed and said that the curriculum was identical to the NHAC Academy with the exception of some of the physical training exercises that involve physical restraint moves for inmate control.

He said that a C. O. will receive 310 hours of training during the certification process with 40 hours of the total being classroom training. He also said that after certification is achieved on-going training continues and every other Tuesday in-house sessions are run for all C. O.'s.

A discussion began concerning the graduation of the current C. O.'s in training and it was decided to host a graduation ceremony at 12 Court Street in the Delegation Meeting room on April 20th at 12:00PM.

Commissioner Weed then made the following motion; *on this the sixth (6th) day of April, 2016, the County of Cheshire Board of Commissioners having reviewed and approved the proposed Correctional Officer certification curriculum, hereby accept the recommended curriculum and ratify the implementation of the program for the training and certification of all Correctional Officers in the County of Cheshire.*

Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Superintendent Van Wickler then discussed the current federal inmate population number and said that the County was currently holding the largest number of federal inmates that is has ever had. He said that discussions among the staff concerning a suggested maximum number of federal holds based on the safety and security of the facility was underway. He then discussed the inmate classification process and related how all inmates are screened by the classification office for appropriate housing within the facility.

Van Wickler then said that on Friday of this week a U. S. Senate candidate has requested a tour of the facility and he expects that film crew will be present.

The discussion then once again turned to the need for balancing the HVAC system and Commissioner Graves moved to authorize the issuance of an RFP to compete the balancing work. Commissioner Weed seconded the motion and upon vote the motion passed unanimously.

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At 11:09AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Weed moved to go into non-public session to discuss a matter, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, without that person having requested an open meeting. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

As a result of deliberations in non-public a vote was taken to investigate the pursuit of potential litigation against unidentified defendants for neglect and other liabilities as it pertains to certain aspects of the construction and implementation of systems within the Department of Corrections Facilities.

Upon vote the motion passed unanimously.

A matter of personnel was then discussed and as a result of deliberations in non-public session no vote was taken and no decisions were made.

At 11:51AM the Commissioners voted unanimously to return to public session.

At 12:17PM the Commissioners adjourned the public portion of the in-progress Commissioner's meeting to conduct the first (1st) semi-annual Department of Corrections inspection as required by RSA 30-B: 12.

Pursuant to the above statutory requirement, the County Commissioners for Cheshire County will submit a report on their examination into the management, conditions, and security of the inmates in the county correctional facility to the State Attorney General's Office.

At 12:21PM the Commissioners accompanied by Captain T. Knowles, entered and inspected the Utility wing of the facility and inspected the laundry and storage areas. The Commissioners asked Knowles questions concerning inmate staffing and how the inmate work duties in facility were determined, scheduled, and completed. A review of the cost of the inmate clothing that is issued to in-coming inmates was had and the storage areas were inspected.

At 12:35PM the Commissioners met outside of the Supervisors office and discussed their wishes for the how the remainder of the tour of the facility would be conducted.

At 12:37PM the Commissioners entered D Block and met with inmates and Correctional Officers soliciting information as to the treatment of those being held, the work load of the C. O.'s, the current census of the Block, rules and regulations in place for inmates, and other topics concerning the overall safety and security of the inmates, C. O.'s and the facility.

At 12:52PM the Commissioners entered R Block which services as the initial intake R&D holding pod for new inmates and also house the administrative segregation area for the facility. The Commissioners

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met with two (2) C. O.'s in the unit and were apprised of how the inmates were classified and housed and discussed the segregation holding cells and the rules in effect at the facility concerning a maximum of a fifteen (15) days hold in the segregation area.

At 1:04PM the Commissioners entered the Central Control Room and were briefed on the systems in the control room and how the camera and security systems function. The Commissioners asked a number of questions concerning the flow of personnel within the facility and how it is possible for only one (1) staff member to be able to direct and control access throughout the facility.

At 1:12PM the Commissioners entered the Medical office and met with the medical personnel. A discussion of the medications that are supplied to inmates was reviewed and how the medications are administered was discussed. The C. O. shift supervisor who was in the medical office answered questions concerning how the medications are administered and discussed the methods to ensure that medications are not saved and hoarded to prevent overdoses and trafficking of prescription medications in the facility.

At 1:20PM the Commissioners entered F Block where the female inmates are held. The Commissioner spoke with the inmates and solicited input from them concerning their overall treatment and the various options for recreation and other programs that are available.

At 1:32PM the Commissioners entered the Booking area and spoke with the on-duty C. O.'s. The booking intake process was reviewed and how the process worked for different situations was discussed.

At 1:40PM the Commissioners ended the first (1st) 2016 semi-annual Department of Corrections inspection and returned to public session.

The draft of the Pipeline resolution by Commissioner Weed was then reviewed and will be sent to a number of recipients in the next week. The resolution reads as follows;

Resolved: Unanimous Opposition to the Funding of Private Pipeline Projects through Regional Tariff Assessments via Electric Utility User Fees.

Whereas, during 2014 the New England States Committee on Electricity (NESCOE), in response to significant opposition, backed off from its proposal to impose a tariff that would charge all New England regional electric ratepayers for the construction of natural gas pipelines,

Whereas, there is considerable doubt that funding a natural gas pipeline through a regional tariff on electric ratepayers would comport with the Federal Power Act, and

Whereas, the attempt to impose a tariff on electric ratepayers is now focused on individual New England states on a state by state basis, and

Whereas, FERC policy requires enhancement of transportation alternatives, avoiding overbuilding of

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capacity, avoiding unnecessary disruption of the environment, and preventing the unneeded exercise of Eminent Domain, and

Whereas, the Right of Way negotiations are still confronting high opposition to the pipeline from most landowners and communities on the proposed routes, and domestic need for an additional 1.3 bcf/d of pipeline capacity has not been demonstrated, and

Whereas, measures of demand reduction for natural gas such as increasing energy efficiency, increasing use of renewable fuels, and adjusting storage capacity to prepare for peak demand periods are available--

Therefore, be it resolved that:

No tariff, tax, or fee levied by an electric utility upon ratepayers, may be levied upon any state resident for the purpose of constructing a high pressure gas pipeline; and

No tariff, tax, or fee, including any fee levied by any gas or electric utility upon ratepayers, may be levied upon any state resident for the purpose of constructing a high pressure gas pipeline that connects directly or indirectly to a liquefied natural gas export terminal, and;

No Certification of Public Convenience and Necessity and no state or local permits shall be granted to Kinder Morgan's Northeast Direct Pipeline.

Commissioner Weed moved to authorize the resolution and to send it to local, state, and federal recipients and was seconded by Commissioner Rogers. Upon vote the motion passed unanimously.

The Commissioners then reviewed the weekly Census.

The Weekly Manifest was then reviewed and Commissioner Weed moved to accept the Manifest as presented and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

The minutes of March 23, 2016 were then reviewed and Commissioner Weed moved to accept the minutes as presented, and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

A discussion of the status of the farm property began and the progress of the RFP reviews and scheduling of interviews was reviewed.

The Commissioners Calendar was then reviewed.

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At 2:04PM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion seconded by Commissioner Graves and upon vote the motion passed with unanimously.

Respectfully Submitted,
P. Graves, Clerk