

MINUTES
Cheshire County Commissioners Meeting
Wednesday, May 6, 2015 09:30am
Commissioners Conference Room
12 Court Street
Keene, NH 03431

PRESENT: Commissioners Stillman Rogers, Chuck Weed, and Peter Graves.

STAFF: Finance Director Trombly, Capt. Croteau, Sheriff's department, and Assistant County Administrator (ACA) Bouchard

PUBLIC: Westmoreland Selectman Hammond

Chairman Rogers opened the meeting at 9:30AM and ACA Bouchard was recognized for the purpose of providing the Weekly Administrators operational update.

Bouchard informed the Commissioners of a power outage that had occurred earlier in the day and the resulting effects on the Keene buildings phone system which were still out of service, and the main Air Handling Unit (AHU) on the roof of the 1979 building. As of the report the phones had still not been returned to service and the controls on the AHU were not responding properly.

Bouchard reported that some of the new County credit cards had been received and Director Trombly said that the remaining cards should be arriving shortly.

Captain Croteau was then recognized and presented two (2) bids that had been received for the recently published RFP for the installation of a radio repeater facility. Croteau said that Evans Line Construction had submitted a bid of \$34,000.00 and Wilco had submitted a bid of \$58,140.00 for the same project.

A review of the project's requirements and scope began and at the conclusion of the discussion Commissioner Weed moved to accept the bid from Evans Line Construction for \$34,000.00 with the funds to be drawn from the 2014 grant funding provided by Vermont Yankee. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Master Agenda Item #225 46 Acre "Baker" lot – Chesterfield was then discussed. Bouchard said that as a follow-up to last week's meeting he had researched the deed that shows the land was received in a purchase transaction in April of 1917 from an Ella "Barker" for the consideration of \$700.00. He went on to say that no restrictions or encumbrances were noted in the deed it appeared to be a straight forward purchase.

The Commissioners then discussed the interest in purchasing the property that an abutter had expressed and discussed the timber values and length of time the County has owned the property. Following discussion it was decided not to pursue the sale of the parcel.

Master Agenda Item #227 NHAC Dues. Bouchard said that the invoice for the 2015 dues for the New Hampshire Association of Counties (NHAC) had been paid and that the amount as agreed

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upon with the other counties is for 50% of the standard dues for the year. This reflects the lack of an Executive Director that has not thus far been in place for 2015.

Master Agenda Item #228 – Quarterly Report – Finance Department. Director Trombly then presented the following quarterly report to the Commissioners:

To: Cheshire County Board of Commissioners
From: Sheryl Trombly, Cheshire County Finance Director **Date:**
May 5, 2015
RE: Report from the Cheshire County Finance Director

- **No Staffing Changes**
- **Currently interviewing for new ACA Coordinator position that was approved in the 2015 Budget**

- **2015 1st quarter review** — Summary Attached

- **2014 Unassigned Fund Balance** — Actual per Audited Financials - \$4,349,408 vs \$4,330,252 in 2013. (10.18% of 2015 Adopted budget)

- **2015 TAN borrowing funds** - settled April 21, 2015 total borrowed \$16,000,000. Rate paid 2015 - .256868% Rate paid 2014 - .223792% Rate paid 2013 - .52%

- **New Hampshire Retirement System** — for first time in approximately 15 years, NHRS performed an Employer Compliance Audit. It was determined our perfect attendance bonus should not have had retirement withheld and our sick time payback pay should only have retirement withheld for employees that were vested prior to January 1, 2012. Refunds will be made to individual employees as well as the portion contributed by the County sometime in the near future. Otherwise, the summary conclusion indicated that based on the materials reviewed, other than the audit observations noted, it appears that Cheshire County is in compliance with NHRS requirements for enrollment, deduction, remittance procedure and post-retirement medical subsidy payments for the period audited.

- **Managed Care** —Phase II (managed care for Long Term Care) has been postponed from the original expected December 2014 implementation date. The current expected date for implementation is now January, 2016.

- **Medicaid Pending and Penalty cases** — **Pending** cases over 75 days is 3 (a decrease of 2 from last year). **Penalties** cases as of 4/30/15 is (5) — totaling \$133,545.76 (an increase of 1 from last report; however the added case is being appealed at this time.) Continue to take a deduction on the monthly State bill for both Medicaid pending over 75 days and Penalty cases.

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- **Moody's rating** — On March 16, 2015 Moody's performed a rating call to update the rating for Cheshire County. As a result, the County's Aa2 was affirmed and the negative outlook that had previously been assigned in 2013 was removed. In summary, the rating rationale was as follows: "The Aa2 rating reflected the county's moderately sized tax base with average wealth levels, stable financial position with satisfactory reserves, low debt burden and moderate pension liability."

Trombly discussed the contents of the report as well as the upcoming quarterly report to the delegation and also discussed the recently completed New Hampshire Retirement System audit.

Trombly then presented the 2015 completed MS-45 Annual County Financial Report that is submitted to the State's Department of Revenue Administration each year for signature. The document was reviewed by the Commissioners and then signed by the Clerk of the Board of Commissioners, Commissioner Graves.

Commissioner Weed then asked if any update has been received on the HVAC work at the jail facility being completed by Granite Automation. Following a short discussion Commissioner Rogers said he would contact Superintendent Van Wickler for information on the progress of the project.

The Weekly Census was reviewed and a short discussion on the Maplewood census started and the shortage of staffing was highlighted as a cause for the lower census. A follow-up conversation on the need for more LNA's and RN's in the Keene area was had and the options, problems, and opportunities of creating and running an LNA training program was covered.

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

The minutes of April 29, 2015 were then reviewed and Commissioner Weed moved to accept the minutes with amendment. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

The Commissioners Calendar was then reviewed and one addition was made to reflect the scheduling of the Sheriff's Law Enforcement Memorial Service on May 15th was noted.

At 12:10PM there being no further business to discuss, **Commissioner Graves moved to adjourn the meeting. The motion seconded by Commissioner Weed and upon vote the motion passed unanimously.**

Respectfully Submitted,

P. Graves, Clerk