

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, February 4, 2008 9 AM**  
**Maplewood Nursing Home, Westmoreland, NH**

**PRESENT:** Representatives Allen; Butynski; Hunt; Leraudeau; Mitchell; Johnson; Richardson; Sad; Weber; Commissioner Pratt; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

**FACILITIES**

Manager King reviewed his capital budget. Several items were reduced. There was discussion on the use of the card reader and the value and efficiency in spending \$45K for it. It was decided that it would be removed from this year's budget. The folding doors were removed, and the windows for the Blood farm were removed. It was agreed that \$20K would be put in the budget for the roof in the barn building. There was discussion on the card reader requests, including for MNH and the courthouse. Commissioner Pratt noted that he requested the Sheriff to search for grants for the card reader. The committee agreed to retain the items requested by the Sheriff only if there are grant funds available.

Manager King brought before the committee a couple of items that are emergency needs. They included: Water pump & motor for MNH \$2200.00; Water pump motor for the HOC \$1600; Raw water meter for WTP \$1300; Broken oil tank vent pipe for 33 West \$500; Shunt trip breakers and heat detectors for 33 West and the courthouse (as required by State of NH Department Of Labor) \$2000. He was authorized to proceed with all these emergency repairs as soon as possible.

**COMPUTERS**

Doug Scribner presented the budget. He then reviewed the capital budget. It was agreed that the two notebook computers for the sheriff and dispatch would be contingent on receipt of grants for the purchase. Rob Hummel explained the issue with the video camera in the booking area and noted that it is expected to be used in the new jail. He was questioned about the use of the taser and he explained that it is considered safe and has not been shown to cause health issues in individuals. Commissioner Pratt explained how the use of the taser has been video taped and users trained in their use. The Commissioners are satisfied that the HOC will only use them as a last resort.

**HUMAN RESOURCES/PERSONNEL ADMINISTRATION**

Wendy Hurley gave an overview of the budget. There was a discussion on the education reimbursement line and it was reduced to \$10K for general county employees and \$15K for MNH employees. The personnel admin line was reviewed and there were no further questions.

**CONSERVATION DISTRICT**

Amanda Costello presented the budget. She explained the mission of the district, which is for sustainable use of resources. They are hoping to promote the district to the community. They help get federal funds for local use. She will get a copy of the amount of funding coming into the county from the feds due to their work. She was thanked for her presentation.

## **GENERAL COUNTY**

This budget covered all property and liability insurance for the county. Chairman Butynski asked that we go out for bid for this line item in the future. However, he was advised that we are currently in a multiyear contract.

The Executive Committee was advised to resident dining chairs that need to be replaced sooner rather than later. After some discussion, **Rep. Hunt moved to spend \$854.96 for the purchase of 6 chairs for the resident lounge, Rep. Weber seconded, voted unanimously.**

Administrator Wozmak updated the committee on the jail site. He noted that the issue of land mitigation for the wetlands continues to be addressed for resolution. There was discussion on this.

There being no further business, at 12:19 PM, the meeting was suspended to meet on February 11 at 9 AM.



Minutes approved on March 10, 2008

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, February 11, 2008 9 AM**  
**Maplewood Nursing Home, Westmoreland, NH**

**PRESENT:** Representatives Allen; Butynski; Emerson; Eaton; Hunt; Leraudeau; Mitchell; Johnson; Richardson; Sad; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

There was a discussion on the interest rate on the jail bond. Director Trombly will prepare an analysis on the investments and rebates from the interest on the jail bond.

Rep. Eaton asked the Commissioners to review the budget over the next week to reduce it. Director Trombly reviewed the cuts to the budget from the sheriff's department, which is that he would delay the captain's position to a 10 month period which would reduce the budget by \$18,168. Rep. Eaton suggested that the position of captain be eliminated from the budget. The savings would be about \$35,000. The County Attorney made some minor adjustments, which would reduce the operating budget. He is not able to reduce the number of hours the administrative staff works. The reduction results in a 7 ¾% increase over last year. The victim witness line will be reduced by \$15,639 as suggested by Director Trombly.

#### **FARM**

Mgr. Putnam presented several changes to the budget, including an increase in vet fees, supplies increased for purchasing sawdust. He agreed an increase to the revenue line would be feasible. He reviewed some of the things that had been done by the farm to generate revenue. There will be a meeting of the farm committee after lunch today.

#### **HUMAN SERVICES**

Mimi Barber reviewed the need for the new computer program for human services, which is \$5000 in the computer budget. She reviewed the changes to the state budget and its effect on the county budget. Commissioner Pratt noted that by next week ten counties should calculate what the costs would be to the counties with the changes made, and bring this information to Rep. Eaton. The committee asked if the lawsuit is going to be dropped. The Commissioners and County Administrator were asked to bring more information back to the committee.

#### **SHERIFF**

The committee advised the sheriff that they deleted the promotion and new position to his department.

#### **UNH CE**

Nancy Bradford-Sisson and Wes Cobb were in attendance to review the UNH CE budget. She reviewed items in her budget that went up since last year, resulting in an increase of 1.5% from 2007.

#### **CORRECTIONS**

Chairman Butynski confirmed that the jail is expected to be in operation by January 2010. He stated that he called several people involved in the opening of a new jail and they confirmed that hiring

does have to be done before the completion of the building. The Superintendent noted that the National Institute of Corrections helped with the plan of opening a new jail. He read from the NIC report which stated that hiring must be done early enough to hire and train well in advance of the opening of the jail. He reviewed how the hiring process goes which takes time, including training, and often the individuals will go on to other police departments or positions after being trained by the HOC. Rep. Eaton noted that he thinks it is a great task to hire 10 people who are qualified for these positions. The Superintendent agreed. Commissioner Rogers noted that when the jail was approved in 2007, everyone knew that there would be an increase in staffing to run the jail and training in advance would have to be started early. Commissioner Pratt noted that he believes we are extremely lucky and that we have the best superintendent in New Hampshire and we should go as far as we can to give him the tools he needs.

There being no further business, at 11:15 AM, the meeting was suspended to meet on February 18 at 9 AM.



Minutes approved on March 10, 2008

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Farm Committee Meeting**  
**Monday, February 11, 2008 12 PM**  
Maplewood Nursing Home, Westmoreland, NH

Present: Representatives Emerson, Butynski, Dunn, Sad and Johnson; Dave Putnam, farm manager, and Paul McGuirk and Dick Cates, interested citizens.

Mr. McGuirk referred to a report on the farm from 2002 and gave us a bit of history on the matter. Mr. Cates reiterated his interest in having the farmland in conservation easement for the future. Representative Emerson said that this year it supported itself and made a small profit.

The meeting was a beneficial brainstorming session with good input of ideas for action to insure conservation and sustainability of the farm. Many ideas were centered around activities and uses that would gain revenue for its support while contributing to the quality of life in Cheshire County through educational programs related to land use.

Each member was assigned a task of contacting appropriate persons or agencies that could be of assistance in formulating further studies and plans to that end.

Minutes approved by phone on 2/12      Jane B. Johnson  
Clerk

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, February 11, 2008 9 AM**  
**Maplewood Nursing Home, Westmoreland, NH**

**PRESENT:** Representatives Allen; Butynski; Emerson; Hunt; Leraudeau; Johnson; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Acct. Asst. Hall; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 9:05 AM.

It was decided that the committee review the elected and appointed officials' salaries first. Rep. Leraudeau reviewed the results of the salary subcommittee meeting held on February 28. The committee consists of Reps. Leraudeau, Emerson, Johnson, Hunt, Eaton, Butynski. **Their recommendations, after discussion with the committee, were voted on with a motion by Rep. Leraudeau, seconded by Rep. Allen and voted unanimously.** The salaries were as follows:

County Commissioners	\$9500 each
Treasurer	\$4850
Register of Deeds	\$54,000
County Attorney	\$70,000
Sheriff	\$50,000

The salaries for appointed officials are as listed on the 2007 salary survey, inserting \$81,000 for the nursing home administrator.

**Rep. Weber moved and Rep. Emerson seconded a motion to authorize the Register of Deeds to expend 2008 surcharge funds in the amount of \$23,4000, voted unanimously.**

Administrator Wozmak advised the committee the issue with the computer department that the back up tape system has to be replaced at a cost of \$2500. **Rep. Weber moved to expend capital funds now for the tape back up system, Rep. Allen seconded, voted unanimously.**

The Feb. 18 proposed changes to the budget were reviewed. Rep. Weber asked about the correction officer budget cuts and what they represent. Administrator Wozmak stated that \$180,299 is for officers and the other positions (maintenance director and case manager) made up the total of \$216,875, a reduction from the original amount of \$300,511. Rep. Hunt noted that he is not able to answer the question from his constituents as how training can be done in the old jail when they are going to be working in the old jail. **Rep. Leraudeau moved that the \$180K be reduced to \$75K. Rep. Weber asked if an amendment would be accepted by the mover to change the number to \$130K.** Discussion followed. Chairman Butynski noted that he spoke to several superintendents of new jails regarding hiring officers for the new jail. He stated that two of them did not do the early ramp up. Rep. Allen noted that the committee does not have the expertise of the Commissioners and the superintendent to make this decision. Commissioner Pratt noted that the funds give the superintendent the flexibility to hire in the fourth quarter and that the officers training is more than academy training and working in the facility. He expressed his concern over such a radical cut. **Rep. Weber requested to amend the motion from a reduction to \$75K to**

**\$120K instead. Rep. Lerandeau stated he is amenable to the amendment, giving flexibility to the Commissioners and the superintendent.** Rep. Richardson noted that she is not agreeable to the reductions, Rep. Allen noted that he is in opposition also. **A roll call vote was taken to reduce the total corrections request to \$120,299 for CO's, \$20,865 for Maintenance Director and \$15,711 for case managers, vote resulted in 6 yes and 2 nays, motion passed.**

A short break was taken.

The Feb. 18 budget changes were reviewed and with the changes made to the budget with salary increases and cuts in personnel for corrections has brought the percentage increase from 2007 budget to \*34.70%, bringing adjusted taxes to be raised to \*\$19,654,594. (Note: \*These numbers were the corrected numbers in email sent from Sheryl Trombly to the committee indicating salary increases for elected officials would not be included in this 2008 budget as was computed at the meeting). Bottom line budget for 2008 is \*\$35,904,242, a \*16.11% increase.

Rep. Lerandeau asked about the Commissioners' meeting of February 27, which indicated an expenditure of \$220K for repairs at the HOC. Administrator Wozmak noted that no funds were expended, it was just a discussion for Commissioners information.

Rep. Emerson noted that since the county administrator is not listed as nursing home administrator, his salary should be reduced. Commissioner Zerba noted that there are a lot of things going on in the county that are the responsibility of the administrator and the nursing home administrator relies on him for guidance. Zerba further stated that the county administrator's salary was not increased due to the nursing home role and, thus there is nothing to reduce. Rep. Allen noted that he feels he earns his money.

Chairman Butynski noted that we have spent weeks going over the budget for cuts. He asked if there are any additional cuts recommended. **Rep. Lerandeau moved the budget for 2008 be approved at \*\$35,904,242, with taxes to be raised at \*\$19,654,594, Rep. Hunt seconded, roll call vote resulted in the motion passing 7 to 2.**

Commissioner Pratt noted that we will have a 1.4 million increase in human services because of HB2 and that this amount was to be put back into the budget to cover this amount. The funds are not in this budget. The committee noted that because it is expected that the hold harmless claim will be in place and will not affect our budget.

Rep. Lerandeau noted that for next year a long-range plan committee be established.

There being no further business, at 11:07 AM, the meeting was adjourned.



Approved by phone on March 31

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Monday, March 24, 2008 7 PM**  
**Jury Assembly Room, Keene, NH**

**PRESENT:** Representatives Allen; Burridge; Butcher; Butterworth; Butynski; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandean; Loll; Mitchell; Parkhurst; Pflika; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers, Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton opened the Executive Committee meeting at 7:00 PM.

Chairman Eaton welcomed everyone to the 2008 budget meeting. He asked Rep. Butynski to speak to the 2008 budget presented by the Executive Committee. Rep. Butynski noted that everyone was mailed a copy of the executive committee budget about a week ago. He explained that there were about seven half day meetings and the executive committee interviewed all department heads in reviewing their budgets. **Rep. Butynski made a motion made to approve executive committee budget in the amount of \$35,904,242, seconded by Rep. Weber.**

Rep. Robertson asked about the staff line on the Commissioners' budget and that the request was reduced by \$30,000. Commissioner Pratt noted that it was for a grant writer that was a personnel request, but was removed and \$10,000 added to outside services instead. He asked about the \$50,000 reduction to printing and binding in the Deeds budget. Rep. Butynski noted that it was agreed that it would be put off until next year. Commissioner Pratt noted that it was the Commissioners' effort to present a responsible budget. There was a discussion on the process of the budget review. Rep. Butynski reviewed some of the major changes that were made to the budget during the executive committee review. He invited any member of the Delegation to attend the budget review meetings to witness the line-by-line evaluation process.

**The question was called. On a voice vote, the motion passed 22 to 0. (Rep. Chase left prior to the vote).**

**Rep. Robertson made a Motion to accept taxes to be raised from cities and towns for 2008 in the amount of \$19,654,594, Rep. Sad seconded, voted unanimously.**

**Rep. Lerandean made a motion to vote on elected official's salary effective January 1, 2009, rated at: Commissioners –at rate of \$9500 per year; Treasurer – at rate of \$4,850 per year; Register of deeds – at rate of \$54,000; County Attorney – at rate of \$70,000 per year; Sheriff – at rate of \$50,000, seconded by Rep. Johnson, voted unanimously.**

It was suggested that an informal meeting be planned for presentation of the budget to the Delegation. The suggestion was taken under advisement by the Chairman.

Chairman Eaton reviewed the effect of HB 2 on the county budget. He is expecting to have some additional information soon. Commissioner Pratt noted that if the hold harmless designation does not come through for this year, the county is expecting 1.5 million more in expenses and that those funds were not put in the 2008 budget.

Rep. Parkhurst thanked the committee for their work on the budget.

Rep. Weed asked about the jail site and that he was told we would have to move the jail site because of wetlands issues. Administrator Wozmak stated that there was about less than an acre of wetlands on the site and required mitigation. We worked with Keene Conservation committee looking for sites that would be acceptable for mitigation. None of the sites presented were available, and we offered the county land in Chesterfield. DES has determined that Chesterfield is not acceptable because it is outside of an acceptable location. Instead, DES has determined that we will pay a fee in the amount of approximately \$113,000, in accordance with mitigation regulations.

There being no further business, the meeting was adjourned at 8:05 PM.

*Barbara Hull Richardson*

Approved by phone on March 31

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, June 9 2008 10 AM**  
**33 West St., Keene, NH**

**PRESENT:** Representatives Allen; Burridge; Butynski; Butterworth; Eaton; Emerson; Johnson; Lerandeau; Mitchell; Richardson; Sad; Weber; Commissioner Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 10 AM. The first item on the agenda is the first quarter budget. Commissioner Zerba noted that there is usually very little activity in the first quarter. Director Trombly asked if there were any questions to her memo explaining the budget. Chairman Butynski asked about an issue of staffing and Administrator Wozmak noted that there are staffing issues with filling physical and occupational therapy positions. We are unable to find and bring in the people that we need in these areas. He noted that there is a shortage in physical and occupational therapists and we have advertised nationally and in Canada but to no success. He noted that the Commissioners will be looking at a recruiting offering to pay for the education with a promise to work at MNH. Chairman Butynski asked that the job offerings be sent to the Delegation so that if they know anyone looking for a job, they can try to recruit. Administrator Wozmak noted that we are in negotiation with other nursing homes to create a shared recruitment. There were no further questions regarding the budget.

Commissioner Pratt noted that we have executed a MOU relating to HB2 that covers 2009-2010 budget. The state will have to pick up about \$21 million under the hold harmless agreement. There were no questions.

Commissioner Zerba stated that we are on line with the budget for the jail. The big unknown was the site work. It appears that the original amount may be exceeded. The idea of the dorm for the jail may be looked into by Southwest Community Services, which may make it eligible for grants. There was discussion on purchasing an additional six acres, and this will allow us to reduce costs for site development. Rep. Sad asked about the LEEDS platinum standards for the building and it was agreed that it is being followed. Administrator Wozmak explained what the purchase of the additional six acres would do to help in developing the site.

**At 10:34 AM the group went into nonpublic session, to consider 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 decision was reached and a vote taken, however, upon a 2/3 vote of the members, it was determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the body or agency itself or render the proposed action ineffective. Information will be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.**

Rep. Eaton asked if we put the bid out for the construction manager, and Administrator Wozmak stated that we did and several bids were received and a selection process begun several years ago which resulted in MacMillin being selected as the construction manager.

Commissioner Pratt addressed the news article about the wetlands that was incorrectly released in the Sentinel. In lieu of mitigation, we were able to pay \$113,000 to DES because we were not able to find a local area for mitigation. The driveway permit has been received.

Rep. Sad asked if there is any chance of soil contamination, the Commissioners said there was not. Commissioner Pratt noted that Peter Espiefs requested we relook into pellet stoves and we are doing so. He said that the Commissioners will be visiting a new nursing home being built. Rep. Butterworth noted that there will be many changes over the next 50 years on energy supply so we need to be flexible in our choices. There were no further questions.

There being no further business, at 11:51 AM, the meeting was adjourned and six members visited and toured the jail site.



Minutes approved by phone

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Monday, August 18, 2008 7 PM**  
**33 West St., Keene, NH**

**PRESENT:** Representatives Butynski; Burrige; Eaton; Emerson; Johnson; Lerandean; Mitchell; Richardson; Sad; Weber; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Butynski opened the Executive Committee meeting at 7:02 PM to review the second quarter budget. Commissioner Zerba stated that Director Trombly can answer any questions. He noted that the deficit at MNH is due to not having therapists for the skilled residents which significantly restricts admissions. NH Administrator Kindopp noted that a PT, OT and Speech therapist are starting soon, which should help to alleviate the revenue shortfall.

Rep. Weed asked how the county is affected relative to the new hold harmless legislation for human services. Director Trombly noted that the counties have a lawsuit against the state because of the additional costs being pushed down to the counties but the issue cannot be addressed until actual numbers can be presented. Rep. Weed asked the Commissioners to write up some of the facts so he can present the information for additional future legislation.

**Rep. Eaton moved to accept the second quarter figures as presented, Rep. Weber seconded, voted unanimously.**

There being no further business, at 7:12 PM, the meeting ended.



Minutes approved by phone on 8/27/08

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Delegation Meeting**  
**Monday, August 18, 2008 7:15 PM**  
**33 West St., Keene, NH**

**PRESENT:** Representatives Butynski; Butcher; Butterworth; Burrige; Dunn; Eaton; Emerson; Espieffs; Johnson; Lerandeau; Mitchell; Parkhurst; Richardson; Sad; Weber; Weed; Commissioners Pratt and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Mike Farhm, Peter Tremblay, MacMillin; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:20 PM.

Director Trombly reviewed the \$533,992 proshare funds expenditures of \$30,000 to add an ozone injection system for the nursing home laundry and Administrator Wozmak explained the benefits of the system and the environmental, cost and water treatment system savings with the system. The balance of the funds will remain in the nursing home budget to cover the shortfall of revenue caused by a lack of therapists and the resultant restriction on admissions.

**Rep. Butcher made a motion to increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$533,992 for the receipt of the State of NH Proportional Share Funds, and to authorize the use of Proshare funds by offsetting account lines as follows: Increase Laundry Capital Equipment account # 4900.97.53 by \$30,000 in order to convert the Maplewood Nursing Home Laundry machines to Ozone injection; to apply the remaining \$503,992 to Medicare Part A Revenues account # 3404.20.00 to offset revenue shortfalls, Rep. Espieffs seconded, voted unanimously.**

**Rep. Burrige made a motion to adjust the Regional Prosecutor Town Reimbursement Revenue budget and the Regional Prosecutor Expense budget in order to account for the increased revenues and expenses due to additional towns joining the program and by amending the account lines as follows: Increase revenue line 3359.09.00 Regional Prosecutor Town Reimbursement by \$36,338; Increase Prosecutor payroll and benefit lines by \$55,666 for one additional prosecutor; increase rent account #4127.86 by \$2,300 for additional rental space; and decrease Outside Service account # 4127.29.00 by \$21,628 due to decreased need of outside contract help, seconded by Rep. Weber, voted unanimously.**

**Rep. Mitchell moved to increase revenue line #3509.00.00 (Miscellaneous Revenue) by \$25,000 for the receipt of a \$25,000 donation received from the Madalyn K. Baronoski Estate and to authorize the transfer of this money into a separate fund for the purpose of establishing a scholarship fund in order to recruit Therapists for Maplewood Nursing Home, Rep. Parkhurst seconded, voted unanimously.** During discussion Rep. Weed suggested that a press release be done showing the appropriateness of the bequest.

**Commissioner Zerba addressed the issue of using geothermal to heat and cool the new jail building.** Arthur Thompson spoke to the issue, which uses heat pumps to heat and cool the building. A chart was distributed showing the cost of a bond for \$2.1 million over 25 years, and the savings in energy costs over the same 25 years, and that the bond would break even at about 7 years. There would be about 80-100 wells dug and the depth is not known yet. He explained there was

about \$400,000 in blasting costs that was not expected that used a large amount of the contingency fund and that needs to be put back into the budget. Commissioner Pratt explained that the cost of the bond is about \$3 million and the savings would be about \$6 million.

**Rep. Sad made a motion that upon the holding of a public hearing, the Delegation will reconvene in order to vote on appropriating a sum not to exceed \$2,100,000 in order to finance a ground source heat pump (Geothermal) System for the new County Correctional Facility. Such sum to be raised through the issuance of bonds or notes pursuant to the provisions of NHRSA 28 and NH RSA 33. As amended, seconded by Rep. Butterworth.**

**Rep. Emerson moved to amend the motion by taking out the land funds, \$365,000, seconded by Rep. Espieffs. Discussion followed. Rep. Weber moved the question for amending, Rep. Burridge seconded. Roll call vote resulted in the amendment failing with a 14 to 2 vote.**

**The original motion had a roll call vote and resulted in a unanimous vote to pass, 16 – 0 to move forward with a public hearing and a bond vote on \$2.1 million to fund the geothermal system for the new jail.**

There being no further business, at 8:20 PM, the meeting ended.



Minutes approved by phone on 8/27/08

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Public Hearing and Delegation Meeting**  
**Monday, Sept. 8, 2008 7 PM**  
**12 Court St., Keene, NH**

**PRESENT:** Representatives Allen; Butynski; Butcher; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandean; Mitchell; Parkhurst; Pelkey; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly Arthur Thompson, David Lay, SMRT; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton called the public hearing to order at 7:05 PM.

Arthur Thompson spoke about the geothermal heating and air conditioning for the new jail. He explained that the Commissioners are looking in to it because of the high cost of fuel. He explained the process of looking at this type of system to make the decision. He explained that propane will be used to bring the water up to the temperature needed during the winter, and that the chart for the cost of savings on the bond and payments on the bond. In response to the public question as to the use and experience of the designer, Todd explained that he has designed many geothermal facilities. Rep. Allen noted that it is safe to say there will be less greenhouse gases using this type of energy.

Mr. Bart Cushing, who drilled the test well, was present and he explained that he did the drilling and the testing and he explained the process of both. He stated that the results of his testing indicate that the site is favorable to using geothermal. Arthur explained the breakdown of costs and Todd explained that a closed loop system is being considered for this project. There was a question as to where the numbers came from and Todd noted that the architect and engineers were involved in determining the numbers.

There was a question on the \$365K contingency costs and Arthur explained that there was an additional cost of approximately \$800K for blasting which should be replenished for the rest of construction. In response to a question, Todd explained that the maintenance on an oil fired system is greater than with geothermal. Bart Cushing explained that he has worked on both open and closed loop systems and that the closed loop is a fraction of the cost and that the technology has been around for decades.

A member of the public stated that she has to stick to a budget and she believes the county should have to also.

Rep. Lerandean stated that he thinks the decision should be tabled for another time. Chairman Eaton noted that the suggestion is appropriate for the Delegation meeting, not the public hearing. In response to a member of the public, Arthur noted that most of the surprises in construction usually happen at the first stage of the project, site preparation. Rep. Johnson asked why didn't we think of using geothermal three years ago when the project started. It was noted that fuel oil did not cost what it does today. Rep. Hunt asked about the LEEDS certification. Arthur noted that it was agreed at the time of authorization for the jail, it was agreed to do the LEEDS process but not going for the certification because of the costs involved.

Rep. Emerson noted that the executive committee worked hard to keep the county budget low and she feels that the items cut from the budget should be put back to help the people of the towns. Rep. Allen noted that an advantage of this project is a reduction in greenhouse gas emissions. In response to a question regarding alternative energy sources, Rep. Robertson explained that the cost of wood pellets will eventually increase and the transportation and storage of propane will increase. He explained that three years ago we were not concerned about the cost of fuel so geothermal was not considered. He noted that Merrimack County nursing home uses geothermal and they are expecting a payback on the costs sooner than expected. He explained that we are trying to save the taxpayers money. He further explained that the purchase of additional land has nearly paid for itself, but it is the blasting that has increased costs.

There being no further questions from the public, the public hearing closed at 8:29 and a short break taken.

The Delegation meeting opened at 8:35.

**Rep. Weber made a motion to raise and appropriate a sum not to exceed \$2.1 million (\$2,100,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, seconded by Rep. Sad, discussion followed.**

**Rep. Plifka made a motion to table the issue before the Delegation, seconded by Rep. Butynski, the vote was 16-4 to table the issue.** Chairman Eaton stated that there will be another meeting within 14 days.

It was decided that a meeting be held on Sept. 22 at 7 PM to discuss this further.

There being no further business, at 8:50 PM, the meeting was suspended until Sept. 22.



Minutes approved by phone on Oct. 2

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Delegation Meeting**  
**Monday, Sept. 22, 2008 7 PM**  
**12 Court St., Keene, NH**

**PRESENT:** Representatives Allen; Butynski; Butcher; Butterworth; Chase; Dunn; Eaton; Emerson; Espieffs; Hunt; Johnson; Lerandean; Mitchell; Pelkey; Plifka; Richardson; Roberts; Robertson; Sad; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Arthur Thompson, David Lay, SMRT; Todd LaFreniere, Clough Harbor; Ex. Asst. Warren

Chairman Eaton re-convened the meeting to order at 7:05 PM.

Chairman Eaton mentioned that Irene Pratt died this past weekend and asked for a moment of silence in memory of her and the work she did as a member of the Delegation. He gave information on the services to be held.

**Rep. Weber moved to remove the article on geothermal from the table, Rep. Sad seconded, voted unanimously.**

**Rep. Mitchell, based on the lower request for funding made by the Commissioners, made a motion to amend the original motion to be to raise and appropriate a sum not to exceed \$1.8 million (\$1,800,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof, seconded by Rep. Sad. The friendly amendment was accepted by the Rep. Weber thereby changing the main motion. Discussion followed.**

Commissioner Zerba explained that the numbers given previously had been received on the day of the last meeting, and since then the numbers have been refined. Commissioner Rogers noted that the numbers have been reduced by \$300K and that passing this bond vote is a valuable thing to do for the taxpayer because of the savings over the long term. He urged that the project be approved. Commissioner Pratt stated that we have tried to be as transparent as possible and that is why we transmitted this information last Friday to the Delegation containing up to date information.

Rep. Allen asked if there is a positive value received as shown in the report, and the Commissioners replied that it does. Commissioner Zerba stated that the amount was reduced further from the \$1.8 million, further budget reductions might have to be made from the furniture, fixtures and equipment line. Administrator Wozmak explained that the FF&E line is more than office furniture, it is tables, sinks, laundry equipment, lighting. Items such as wiring, etc., have already been purchased.

Commissioner Zerba said some of the cells have been delivered.

Rep. Lerandeau asked about investments from the bond. Administrator Wozmak noted that it was determined that interest would be made and we have to pay about \$300K in arbitrage and we have already allocated \$900K towards taxes to be raised in the 2008 budget, in order to reduce the amount required from taxpayers. He stated that while there would be additional interest earned, it was unclear as to the amount.

Rep. Mitchell asked if there is any problem in getting a bond at this time because of the market. Administrator Wozmak stated that we would get a recommendation from investment counsel to determine the best time to get the bond and to see if current market conditions would create a borrowing obstacle.

**Rep. Lerandeau moved to further amend the motion and reduce the amount to \$1.6 million, seconded by Rep. Butynski. Discussion followed.**

Rep. Weed noted that the tax impact on a \$200K home moves from \$1.42 a year to \$1.18 with the difference of reducing the amount by \$200K, and he feels that \$.24 is an insignificant amount and he supports the amount of \$1.8 million. Rep. Butynski noted that he appreciates the numbers and the staff for their cuts in the amount to \$1.6. Rep. Allen stated that the paperwork clearly indicates that there is a benefit to changing to geothermal with a return on the investment in seven years. Rep. Hunt stated that he is going to vote against the bond because the taxpayer cannot afford the increase in taxes to be paid.

**A roll call vote on the resulted in a vote of 7 to 14 against reducing the \$1.8 to \$1.6 million, motion failed.**

Rep. Johnson stated that she is here to vote against spending additional money for this project. Rep. Eaton noted that when the project was proposed, fuel was less than \$2 a gallon and there were no indications that the cost would become prohibitive, which is why this project was researched. He noted that in giving a forum for his town of Stoddard, he explained the geothermal project to his constituents. Of the 90 people present, 88 voted that a go ahead should be given on the project, only two people did not, and after he spoke to them personally to clarify what they thought, they also agreed. So he is supporting the project.

Rep. Butterworth noted that because this project will lower expenses in the future, he will vote for this project. Rep. Chase state that he feels this is the right decision to be made at this time because of our dependency on oil. Rep. Butcher stated that the project should have been followed at the time of the original planning but we are where we are now and we need to make a decision to support the project. Rep. Dunn noted that the cost is about \$1.42 for a \$200,000 homeowner and in 6-7 years we will be making money back and he supports the project.

Chairman Eaton re-read the motion before the Delegation: **To raise and appropriate a sum not to exceed \$1.8 million (\$1,800,000) to finance the costs associated with the design, construction and equipping of a ground source heat pump system at the new county correctional facility; and to replenish the overall project contingency fund related to the construction and development of the new county correctional facility. Such sum to be raised through the issuance of bonds pursuant to the provisions of NH RSA 28 and NH RSA 33, as amended; and to authorize the County Commissioners to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof.**

**A roll call vote on the above motion resulted in 14 yes votes and 7 nay votes. The motion, having received the required two-thirds majority vote, was passed.**

There being no further business, at 7:50 PM, the meeting adjourned.

*Barbara Hull Richardson*

Minutes approved by phone on Oct. 2

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Delegation Meeting**  
**Tuesday, Dec. 9, 2008 7 PM**  
**12 Court St., Keene, NH**

**PRESENT:** Representatives Allen, Burrige, Butynski; Butterworth; Carlson; Carr; Eaton; Emerson; Hunt; Johnson; Laurent; Leraudeau; Meader; Mitchell; Parkhurst; Richardson; Roberts; Robertson; Sad; Sterling; Weber; Weed; Commissioners Pratt, Rogers and Zerba; Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

Chairman Eaton called the meeting to order at 7:05 PM. He asked that the new members of the Delegation stand and introduce themselves.

Chairman Eaton presented a slate of officers: Chairman Bonnie Mitchell, Vice Chairman Lucy Weber and Clerk Barbara Hull-Richardson. The full slate was moved and seconded. Rep. Roberts asked that individual votes be taken for the elections.

**Rep. Carlson moved to appoint Rep. Mitchell as Chairman of the Delegation, seconded by Rep. Sad. A roll call vote was taken and resulted in 20 yes votes, 1 no vote by Rep. Roberts, motion passed.**

**Rep. Butynski moved to appoint Rep. Lucy Weber as Vice Chair, seconded by Rep. Sad. A roll call vote was taken and resulted in 20 yes votes, 1 no vote by Rep. Roberts, motion passed.**

**Rep. Carlson moved to appoint Rep. Richardson as clerk of the Delegation seconded by Rep. Weber, roll call vote resulted in 21 yes votes, motion passed.**

**Rep. Carlson moved to appoint Rep. Leraudeau as chairman of the Ex. Committee seconded by Rep. Johnson, voice vote was unanimous.**

**Rep. Johnson moved to appoint Rep. Hunt as vice chair, seconded by Rep. Leraudeau, voice vote was unanimous.**

**Rep. Butynski moved to appoint Rep. Richardson as clerk, seconded by Rep. Meader, voice vote was unanimous.**

**Rep. Johnson moved to appoint Reps. Allen, Butynski, Carlson, Eaton, Hunt, Johnson, Leraudeau, Mitchell, Richardson, Sad and Weber to the Ex. Committee, seconded by Rep. Meader. After some discussion as to any drawback of having 12 members of the Executive committee, there was a friendly amendment by Rep Hunt to add Rep. Emerson to the Executive Committee. Voice vote was unanimous on the amended motion.**

There being no further business, the meeting closed at 7:20 PM.

The budget hearing on the 2009 budget opened at 7:22 PM. Commissioner Zerba gave an overview of the budget process. He asked if there were any questions from the Delegation or the public. Commissioner Rogers noted to the members that about \$100K will be saved in the laundry

department at the nursing home with the new propane dryers and the use of ozone in washing. Rep. Roberts asked about the jail size and whether we are building a jail to hold federal prisoners. Commissioner Rogers stated that we built the jail for our inmates and for future growth. The federal prisoners will only be used to fill the space and this will help in paying some of the costs. Rep. Roberts asked what our fed inmates count is expected in 2011. Administrator Wozmak noted that according to demographics and studies done, it is difficult to see what the count would be.

Rep. Robertson asked if there has been any interest shown in the jail building in Westmoreland. Administrator Wozmak noted that the Commissioners are going to establish a committee, in cooperation with the Delegation to look at the use of the old jail building. He said that no interest in the old jail had yet been expressed by anyone.

Citizen Jud Dexter noted that some of the positions at the nursing home, such as OT, PT and Speech salaries have increased greatly and that with the economy the way it is, the positions could be filled with a lower salary. He said he saw an add for clerical help at Keene State College that had 200 applicants and that, therefore, there must be plenty of unemployed physical therapists that would agree to less money. Commissioner Zerba clarified that we have been trying to fill these positions for almost two years, even using head-hunters and looking nationally for people, and have been unsuccessful in filling the positions because of the lack of people available. Commissioner Rogers noted that since we cannot fill the positions, we are losing money daily because we are not able to take in a particular level of residents that would increase revenue at the nursing home.

It was asked what percent of merit and COLA was expected to be given to employees. Administrator Wozmak replied that the proposed merit increase is 1.25% and COLA recommended was reduced by 3/10<sup>th</sup> of a percent.

There was a question as to whether the inmates in the jail could be combined in fewer sections and thereby using fewer correctional officers. Administrator Wozmak stated that the inmates are classified and some inmates cannot be combined with others because of this classification. If the inmates were classified in a common category, they would be housed together.

A Rindge Selectwoman stated that the towns are taking the heat for tax increases by the county and school and they hoped the Delegation would take a close look at the county budget.

There was a question regarding correctional officer staffing and Superintendent Van Wickler introduced himself. He addressed the staffing issues for the jail. He explained how we have to train officers not only what "buttons" to press in running the building, but how to treat inmates. Rep. Allen noted that he feels we have very capable personnel.

**Rep. Parkhurst moved to authorize the Register of Deeds to expend 2009 surcharge funds in the amount of \$23,400, seconded by Rep. Weed, voted unanimously**

Sue Newcomer of Keene Chamber of Commerce asked for endorsement from the Delegation for a CDBG application for a workforce program, which would create a machining lab to train people to work with machinery, which would be created at Keene State College. The support of KSC, River Valley and Keene Community Ed, in addition to many manufacturing companies in the area are partnering for this project. The County Commissioners agreed to support this program for a grant of \$250K, with a 2-1 match by local manufacturers. They are hoping to open the lab in Sept. 2009,

and expect to put about 200 people a year through the training. The program does not cost the county any funds.

**Rep Hunt moved that the delegation support the Cheshire County Commissioners to apply for Community Development Block Grant funds for the Greater Keene Chamber of Commerce and Keene State College and their partners to develop a new program to create a Community Machining laboratory, seconded by Rep. Sad, vote 21 to 1, with Rep Johnson voting against the motion.**

**There being no further business, the public hearing and Delegation meeting closed at 8:25 PM.**



Minutes approved by phone on Jan. 2, 2009

Barbara Hull Richardson

**MINUTES**  
**Cheshire County Delegation**  
**Executive Committee Meeting**  
**Tuesday, Dec. 9, 2008 8 PM**  
**12 Court St., Keene, NH**

**PRESENT:** Representatives Allen, Butynski; Carlson; Eaton; Emerson; Hunt; Johnson; Leraudeau; Meader; Mitchell; Richardson; Sad; Weber; Commissioners Pratt, Rogers and Zerba; Treasurer West, Administrator Wozmak; Finance Director Trombly; Ex. Asst. Warren

The Executive Committee meeting was opened at 8:26 PM.

**Rep. Leraudeau made a motion to authorize the Treasurer of the County of Cheshire, upon the request of the Cheshire County Board of Commissioners to borrow in anticipation of taxes an amount not to exceed \$23 million dollars for the 2009 budget year, January 1, 2009 to December 31, 2009, seconded by Rep. Johnson, voted unanimously.**

The first meeting of the executive committee will be January 9 at 9 AM at 33 West St. Subsequent dates for budget meetings will be determined at that time.

There being no further business, at 8:30 PM, the meeting ended.



Minutes approved by phone on Jan. 2, 2009

Barbara Hull Richardson