

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, June 4, 2014 9:30AM**  
Administration Building  
33 West Street  
Keene, NH 03431

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**PRESENT:** Commissioners Pratt, and Zerba (Commissioners Rogers absent with notice)

**STAFF:** County Administrator Wozmak, Director of Finance Trombly, Captain Croteau, Director of Communications / Dispatch Crowell, and Assistant County Administrator (ACA) Bouchard.

**At 09:34AM** – Commissioner Pratt opened the meeting and recognized County Administrator Wozmak for the purpose of providing the weekly operational update.

Administrator Wozmak informed the Commissioners that three (3) bid responses had been received for the RPF seeking a construction management firm for the old courthouse renovation project. He said that a review of the bids was to take place on Friday, June 6<sup>th</sup> and invited the Commissioners to participate.

Wozmak then discussed a preliminary draft of the Maplewood Task Force report and asked for input from the Commissioners. A lengthy discussion began covering some of the history and mandate of the Task Force and the interest in the Green House model (non-institutional, home like environment) that has captured the interest of many Task Force members. Also discussed were the upcoming Public Sessions that will be scheduled and overall cost and operational models that are being developed to compare overall costs between the current nursing home and a proposed Green House operation.

Wozmak next discussed the erosion that is occurring on the farm property on River Road and at the extreme end of the Farm past the Blood Farm. ACA Bouchard will be meeting with Natural Resources Conservation Service (NRCS), UNH Cooperative Extension, and County Conservation District staff to assess and develop a plan to address the problem.

Wozmak said that the County has received a report of concern regarding the health of cattle owned by the tenant at the farm. A preliminary assessment was conducted by Cooperative Extension staff who in their judgment thought that the cattle were “underweight”. A second call of concern was received by the State Police who are initiating a follow-up to the complaint. Wozmak said that he had placed a call to the State Veterinarian for the purpose of having the cattle inspected by a professional veterinarian so that a proper medical assessment could be completed. He was informed by the State Veterinarian that he could only be engaged to do the assessment if he was requested to do so by law enforcement personnel. Calls have been placed to the State Trooper that has been assigned the case. The Commissioners will be kept informed as the situation develops.

Administrator Wozmak then discussed filling the open grants manager position and said that five (5) applications have been received and three (3) candidates are being actively considered. He said that one (1) candidate in particular stood out because of very similar background and skills. (A decision for hire was completed following the meeting and Chairman Pratt reviewed the resume of the selected applicant).

Wozmak then discussed the possible investigation of the sale of the Blood Farm that has been authorized by the delegation. In reviewing the options for the sale of the house and land it was discovered that

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conflicting data regarding the metes and bounds of the property need to be resolved before any plan can be developed. A meeting with a surveyor will be set-up to determine the best course of action and ACA Bouchard will work with the surveyor and County Registry personnel to address the issue.

The Chair then recognized Dispatch Director Crowell who presented a request for the Commissioners to authorize the Bureau of Justice Administration (BJA) to accept a joint City of Keene and County Sheriff Grant application in the amount of \$14,657.00 to split by the City and County equally (\$7,328.50). Crowell said that the grant required the following condition to be met prior to approval:

A formal request voted on by the Commissioners to request that BJA accept the application. The Commissioners will also apply a 30 day Governing Body review to allow public review and comment. The minutes of the public meeting that the grant request was submitted will show this the acceptance of the request and the affirmative vote to proceed. Further, the Commissioners will appointment the County Administrator to sign a Memorandum of Understanding between the County and the City of Keene that outlines the joint submittal and sharing of the BJA grant funds. Lastly, a request to the BJA to approve the removal of the withholding special condition, which allows the receipt of the grant funds.

**Following discussion, Commissioner Zerba moved to authorize the submission of the grant request to the BJA and adhere to the stated requirements of the grant. Commissioner Pratt seconded the motion and upon vote the motion passed with two (2) Yea's.**

The Commissioners then reviewed the Master Item list and completed items were marked for removal.

Finance Director Trombly was then recognized for the purpose of updating the Commissioners on the status of the Green House / Nursing Home financial modeling analysis project currently underway. Trombly said that it was much too early to draw any conclusions based on the work completed but the analysis was looking at the movement of forty (40) beds from the Nursing home to the Green House model that would likely be based in Keene if the project moved forward. She went on to say that the Monadnock Economic Development Corporation is also involved in looking at financing models that could be used to off-set the construction costs of the projected facilities.

The Weekly Census was reviewed.

The Commissioners reviewed the manifest and **Commissioner Zerba moved to accept the manifest as presented and the motion was seconded by Commissioner Pratt. Upon vote the motion passed with two (2) Yea's.**

**The Commissioners then reviewed the minutes of May 28, 2014 and Commissioner Zerba moved to accept the minutes as presented. Commissioner Pratt seconded the motion and upon vote the motion passed with two (2) Yea's.**

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The Commissioners then reviewed the Commissioners Calendar.

At 11:38AM there being no further business to discuss, **Commissioner Zerba moved to adjourn the meeting. The motion seconded by Commissioner Pratt and upon vote the motion passed unanimously.**

Respectfully Submitted,

R Zerba, Clerk