

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, September 3, 2014 9:30AM**  
Administration Building  
33 West Street  
Keene, NH 03431

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**PRESENT:** Commissioners Pratt, Rogers, and Zerba

**STAFF:** Administrator Wozmak, Finance Director Trombly, MacMillin Project Manager Mike Farhm, Sheriff Rivera, County Attorney McLaughlin, Southwest Regional Planning Commission Director Tim Murphy, and Assistant County Administrator (ACA) Bouchard

**GUESTS:** Westmoreland Selectperson J. Hammond, Dale Pregent, and Chuck Weed.

Chairman Pratt opened the meeting at 9:30AM recognizing Administrator Wozmak for the purpose of providing the weekly operational update.

Wozmak said that he had only a couple of items to discuss and deferred his report in order to accommodate the schedule of invited guests.

Mike Farhm of MacMillin was recognized and provided an overview of the old courthouse rehabilitation project that is about to begin. Farhm covered the sub-contractor selection process and how sub-contractors are evaluated. The Commissioners asked questions concerning the number of local contractors that have bid and discussed the general timeline to complete the project.

County Attorney McLaughlin was then recognized. The Commissioners asked McLaughlin if the upcoming conference for filing felonies in Superior Court might require the attendance of the Commissioners and what the impact of the implementation of the program might have on the County. McLaughlin said that based on his knowledge of the proposed program if it is implemented as planned it may require the hiring of an additional Assistant County Attorney because of the added work load that will be needed for the large increase in arraignments at Superior Court.

A lengthy discussion began concerning the way that felonies are handled in Cheshire County vs. other Counties and the impact on the County Attorney's office.

Following discussion, it was agreed that Administrator Wozmak would draft a letter to Judge Neadeau and the County Delegation expressing concern about the implementation of the program.

Grants Manager Bansley was then recognized and presented a request for the Commissioners to review and accept a grant from JSI Research & Training Institute for \$1,500 of funds to be passed through to Monadnock Voices for Prevention (MVP) to use to host a "Continuum of Care" meeting.

Following discussion of the purpose of the grant and the logistics required to administer the funds, **Commissioner Zerba moved to sign the letter of agreement and to accept the funds on behalf of Monadnock Voices for Prevention in the amount of \$1,500.00 for the purpose of hosting a "Continuum of Care" meeting in the community. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

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Administrator Wozmak and Sheriff Rivera then discussed a request to hire D. H. as a part time Dispatcher in the Sheriff's Department at a rate greater than Step One (1). **The Commissioners reviewed D. H.'s background and training and Commissioner Rogers moved to hire D. H. as a part-time dispatcher at a rate of \$17.08 per hour based on his background, training, and experience. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

Sheriff Rivera then discussed personnel changes that are being made for the Bailiffs and in Dispatch due to staff leaving or a change in their status from full-time to part-time.

Tim Murphy of Southwestern Regional Planning (SWRP) was then recognized and a discussion of a request from SWRP for the County to engage as an information coordinator for towns effected by the closure of the Vermont Yankee Nuclear plant began. Murphy said that six (6) Cheshire County towns will be impacted by the plants closure and that his organization had been approached to act as the coordinator and information conduit between the towns and Entergy, the owners of Vermont Yankee. The task is to gage financial impact and identify economic mitigation opportunities for the towns / area effected and to act as an information coordinating entity between Vermont, Massachusetts, Entergy, and the State of NH. Murphy said that this type of closure has not been done before and other states are looking at the process being used in Vermont as a template for their own nuclear installations as they reach end-of-life.

A wide ranging discussion stated covering the responsibilities of the SWRP, the interface with the State of NH, available funding for the project, and expected outcomes. Murphy said that after beginning the initial engagement it quickly became clear to SWRP that they do not have the staff and other resources to successfully manage the project. It was that realization that lead him to approach the County to seek assistance.

The Commissioners Pratt and Zerba expressed their concern that the County staff is also not trained in general economic development issues and do not have the resources to create websites, run organizational and operational meetings, investigate business development issues, etc.

Following discussion, the Commissioners said that they do not see a role for the County in the project and suggested that Monadnock Economic Development Corporation (MEDC) may be a better choice to manage a project like this. The Commissioners asked Murphy to keep them informed of progress on the project and to feel free to re-approach them if a specific County oriented project was identified.

Finance Director Trombly was then recognized and discussed the schedule for the upcoming Commissioners budget review sessions. A number of options were discussed and reviewed with a decision to hold two (2) day long sessions on October 16<sup>th</sup> and October 23<sup>rd</sup>.

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Trombly then discussed the second round of Tax Anticipated Notes (TANS) borrowing that will be completed in mid-October. Trombly said that the County Treasurer had arranged for a \$2.2 million TANS note from the Savings Bank of Walpole at a rate of 1.5%. Trombly said that she would update the Commissioners after mid-October if there was any additional information.

The Commissioners then reviewed a draft of proposed handouts for the Maplewood Public Hearings that will be scheduled in the next weeks. The format and options to be presented were discussed and the materials that would be needed to explain the options was discussed. Administrator Wozmak and ACA Bouchard will prepare the materials for review in the next few weeks.

The Weekly census was then reviewed.

The Commissioners then reviewed the manifest and **Commissioner Rogers moved to accept the manifest as presented and the motion was seconded by Commissioner Zerba. Upon vote the motion passed unanimously.**

**The Commissioners then reviewed the minutes of August 27, 2014 and Commissioner Rogers moved to accept the minutes as presented. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

The Commissioners then reviewed the calendar and noted the Grand Opening Ceremony for new Courthouse that is scheduled for Friday, September 12<sup>th</sup>.

At 11:46AM there being no further business to discuss, **Commissioner Rogers moved to adjourn the meeting. The motion seconded by Commissioner Zerba and upon vote the motion passed unanimously.**

Respectfully Submitted,

R Zerba, Clerk