

MINUTES
Cheshire County Commissioners Meeting
Wednesday, November 5, 2014 9:30AM
Administration Building
33 West Street
Keene, NH 03431

PRESENT: Commissioners Pratt, Rogers, and Zerba

STAFF: Administrator Wozmak, Finance Director Trombly, IT Director Hummel, and Assistant County Administrator (ACA) Bouchard

GUESTS: Rep. C. Weed, Maplewood Task Force Chair John Hoffman. Westmoreland Selectboard, June Hammond.

Chairman Pratt opened the meeting at 9:32AM and recognized John Hoffman who discussed the activities of the “Beyond Maplewood Coalition” citizens group. He said that the website for the group has been implemented (www.beyondmaplewood.org) and a number of documents including a Frequently Asked Questions (FAQ) has been posted along with a position paper that details the group’s goals.

Hoffman went on to say that a meeting on December 9, 2014 at Home Healthcare and Hospice (HCS) at 312 Marlboro Street in Keene from 7:00pm – 9:00pm for the group will continue the discussion and help formulate next steps.

The upcoming Delegation meeting was discussed and the date for the meeting has been set for December 8, 2014. The venue has not yet been determined but it will most likely be the Department of Corrections as the Old Courthouse will still be under construction.

Maplewood Facilities Manager Harrison was then recognized and he provided the following report: MNH Facilities report to the Commissioners - Covering Q1 FY2014

Accomplishments

- Staff completed the ALF Door holder project
- Honeywell replaced / repaired the following: Replaced compressors in AHU-2,4,5,6 in Assisted Living and 4th floor day room of the Nursing Home, replace the condenser motor on AHU-2 in the Kitchen, Scott Lamson repaired the condensing unit and replaced the compressors on MUA-1 for Laundry
- Dave Johnson attended two WTP/WWTP training sessions
- I attended training with department heads on team building and a disaster drill at Maplewood, as well as a Life Safety Code review with Kathryn and Pam Fortner
- RFP out for #4 Fuel
- Toured Green House in Chelsea Mass with Staff and Kathryn
- Replaced a bad section of 140 HW piping down the Laundry corridor to the Kitchen
- Attended local and Joint Loss safety committee meetings and inspections

Capital Projects

- ARC Mechanical install the new AC unit for CSR storage

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- Engineering completed and RFP for DA Tank replacement went out, contractor selected, ARC Mechanical began work in the boiler room in September
- Energy Audit completed by John Penney Consulting Services and submitted to EPA
- Monadnock Flooring installed a new floor in the 4th south tub room. Had to come back and replace it due to bubbles at no charge
- West Rindge Builders completed the five shower rebuilds
- RFP out on the Water Treatment Plant Roof – came in to high, decided to rebid for spring
- RFP for the boiler room roof went out, contractor selected, CentiMark began the project in October
- E.E. Houghton replaced the fire hydrant next to the Facilities building, added better drainage and replaced a second valve under the road
- E.E. Houghton rebuilt the road to the well head adding a culvert pipe
- Monadnock Flooring in to re-quote the last three tub room floors, work scheduled to begin in November
- Freezer door was replaced
- New aluminum body installed on the county 1-ton truck

Concerns

- Maintaining department morale and focus through the ongoing talks about the future of the nursing home
- Have we done all we can to prepare for survey

Budget Account - Q3 2014	2014 Budget	MTD Actual	YTD Actual	Budget Balance	Percent Remain
P/R Staff MNH	\$288,394	\$24,102	\$220,843	\$67,550	23.42%
P/R MNH Overtime	\$8,500	\$96	\$3,909	\$4,590	54.01%
Outside Services MNH	\$129,282	\$25,028	\$96,355	\$32,927	25.47%
Supplies MNH	\$8,400	\$448	\$2,853	\$5,547	66.03%
Electricity MNH	\$138,800	\$10,767	\$91,830	\$46,970	33.84%
Gas/LPG MNH	\$35,980	\$7,140	\$39,167	-\$3,187	-8.86%
Fuel #4	\$282,017	\$19,055	\$176,207	\$105,810	37.52%

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MNH					
Auto	\$11,500	\$431	\$10,447	\$1,053	9.16%
Repair					
MNH					
Building	\$47,350	\$2,424	\$34,205	\$13,145	27.76%
Repair					
MNH					
Equipmen	\$37,350	\$295	\$27,037	\$10,313	27.61%
t Repair					
MNH					
Total	\$1,186,03	\$103,386	\$849,055	\$336,980	28.41%
MNH	5				
Facilities					

ACA Bouchard was recognized and presented the bids that have been received for the roof replacement on the Water Treatment plant. He discussed the four (4) bids that were submitted and recommended that the lowest bid of \$5,825.00 submitted by Ferguson Roofing of Westmoreland NH be accepted. Following discussion and a number of questions by the Commissioners, **Commissioner Rogers moved to award the replacement of the Water Treatment Plant roof for \$5,825.00 at the Maplewood Nursing Home to Ferguson Roofing of Westmoreland. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.**

The County Administrator was then recognized and discussed the upcoming swearing in of Commissioners which will be held by Statue on January 7, 2015.

Wozmak discussed some dates for an informational meeting for the Cheshire County Delegation State Representatives and it was decided that the meeting will be held on November 17, 2014 at the Department of Corrections, 825 Marlboro Street, Keene to introduce new representatives to their County duties and feature overviews of the various County departments by the department managers.

Wozmak then discussed the washout on River Road that was created this summer and discussed the two bids that were received to repair the damage to the field. The first bid from a local contractor was for \$2,995.00 and the second bid from a large regional road contractor was for \$43,750.00. He said that the bid he was recommending was the \$2,995.00 bid from M. E. Matthews of Westmoreland, NH.

Following an extended discussion **Commissioner Rogers moved to authorize M. E. Matthews of Westmoreland to repair the washout on the farm property in Westmoreland for a price**

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not to exceed \$3,000.00. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.

The Commissioners Calendar was then reviewed and a number of updates were made.

The Commissioners then reviewed the Weekly Census report discussed the Federal Inmate numbers at the Department of Corrections.

Commissioner Rogers moved to accept the Weekly Manifest and was seconded by Commissioner Zerba. Upon vote the motion passed unanimously.

The minutes of October 29, 2014 were then reviewed and Commissioner Rogers moved to accept the minutes as amended. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.

At 11:15AM 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