

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, December 10, 2014 9:30AM**  
**Department of Corrections**  
**825 Marlboro Road**  
**Keene, NH 03602**

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

**STAFF:** Administrator Wozmak, Finance Director Trombly, Grant Manager Bansley, and Assistant County Administrator (ACA) Bouchard

**GUESTS:**

Chairman Pratt opened the meeting at 9:37AM and recognized County Administrator Wozmak who provided the Commissioners with a Weekly Operations update.

Wozmak reported that the Old Courthouse rehab project was proceeding forward and is on-time. He said that the Sheriff's department and the County Attorneys have moved into their new spaces and that it is anticipated that the IT department will move by next week.

Wozmak then presented the proposed 2015 Holiday schedule for review and approval. The Commissioners reviewed the schedule and noted that there are no changes from the previous year.

**Following a short discussion Commissioner Rogers moved to approve the proposed 2015 Holiday schedule as presented. Commissioner Zerba seconded and upon vote the motion passed unanimously.** The County Holidays for 2015 as follows:

**HOLIDAY SCHEDULE FOR CALENDAR YEAR 2015**

New Year's Day	Thursday, January 1
Martin Luther King, Jr. /Civil Rights Day	Monday, January 19
Presidents Day	Monday, February 16
Memorial Day	Monday, May 25
Independence Day (Observed)	Friday, July 3
Labor Day	Monday, September 7
Columbus Day	Monday, October 12
Veterans' Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Day	Friday, December 25

Action Item #149 - *Review and sign an award acceptance letter from Land & Community Heritage Investment Program "LCHIP" for \$43,414 in grant funds* was then taken up for discussion.

The Grants Manager presented the documentation for accepting the recently awarded Land and Community Heritage Investment Program (LCHIP) grant in the amount of \$43,414.00 for the purpose of restoring the front portico on the Old Courthouse. The Commissioners asked a number of questions concerning the required matching funds for the project. Administrator Wozmak said that at a delegation meeting in 2012 (August 20<sup>th</sup>) there was unanimous consensus to support the request to seek an LCHIP grant to make improvements on the Historic Courthouse. There was no opposition to this project and

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Administrator Wozmak was authorized to proceed with the grant submission. He also referenced the subsequent Commissioners meeting that year (September 5, 2012) where the Commissioners approved the submission of the grant with the stated purpose of beginning necessary repair/restoration work on the Courthouse. The matching County funds will be taken from the ARRA stimulus money received by the County a few years ago. This is the same account that is being used for the Old Courthouse rehab project currently underway. **Commissioner Rogers moved to accept the LCHIP grant for \$43,414.00 with the matching funds to be taken from the County ARRA account for the purpose of restoring to full use the front portico of the Old Courthouse. The motion was seconded by Commissioner Zerba.** Upon vote the motion passed unanimously.

Action Item #150 - Finance - "*Rollovers to 2015*" was then taken-up for discussion. Director Trombly reported that she is still waiting for information on some of the projected rollovers and asked to move the item to next week's Commissioners meeting. The Commissioners agreed to do so and will take up the review at the December 17<sup>th</sup> meeting to be held at Maplewood Nursing Home.

Action Item #151 – *Discuss entering into a 2 year CAP agreement for Workers Comp & P&L for years 2016 & 2017.* Director Trombly presented an overview of the Primex CAP plan that limits increases in the costs for the County Workers Compensation and Property and Casualty cost to 10% per year for the next two (2) years. The Commissioners asked a number of questions around the County's participation in the self-insurance pool with Primex and asked when the last time the insurance packages were put out to RFP. Wozmak said that it had been a long time because the decision to move to a self-insurance pool to save costs has been successful and the program was operating very well. The Commissioners expressed concern that a 10% increase per year didn't seem like much of CAP and asked for Trombly to make some inquiries with commercial insurance brokers to compare costs. Trombly will report her findings at the meeting next week.

The Commissioners Master Item Agenda was then reviewed and no changes made.

The Weekly Census was then reviewed and the drop in Federal inmates being held was noted.

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

**The minutes of December 3, 2014 were then reviewed and Commissioner Zerba moved to accept the minutes as presented. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

The Commissioners Calendar was then reviewed and no changes were made.

Administrator Wozmak and many staff gathered to present Commissioner Pratt and Zerba with County clocks in honor of their combined service of more than 20 years as Commissioners. A cake was

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presented. Commissioner Pratt spoke on behalf of himself and Commissioner Zerba and said that he was honored and humbled by all of the county employees that work so hard to meet the needs of the citizens of Cheshire County. He thanked them all and wished them continued great success.

At 10:49AM 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