

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday May 16, 2018 09:30AM**  
**Maplewood Nursing Home**  
**201 River Road, Westmoreland, NH**

**Present:** Commissioners Peter Graves and Joseph Cartwright, Charles Weed

**Staff:** County Administrator Chris Coates, Finance Director Trombly, and Assistant County Administrator Bouchard

**Guests:** Maplewood Owners Representative, Steven Horton, Maplewood Reconstruction Architect Ingrid Nichols.

At 9:30AM the Chairman opened the meeting and recognized Administrator Coates who discussed some changes to the agenda because of a cancellation by the Attorney who was scheduled to discuss the NHAC Opiate Class Action suit.

Coates related a meeting that he and Trombly attended with other Counties and the Commissioner of the Department and Health and Human Services concerning the establishment of Integrated Delivery Networks (IDN) and the State payment of ProShare monies to nursing homes.

He discussed financing that may become available that could fund previously discussed programs such as the countywide Handyman program that would fund home repairs and modifications that allow people to remain in their homes instead of entering nursing homes.

A discussion of how the IDN's would operate and how they would be funded was covered. During discussion it was learned that even though the IDN's incorporate multiple counties, if one County chooses not to participate it may not affect the other Counties in the area IDN however program details need to be worked out.

Trombly discussed the potential early release of Nursing Home ProShare funding for this year and reviewed the current ProShare allocations for the 2018 budget.

Coates said that the media training that he attended at the recent Primex Conference was intense and was very good training. He said that the Primex Conference overall was very good and recommended that the Commissioners consider attending next year.

Coates then discussed that a press release for the awarding of a grant of \$395,000.00 for the installation of a bio-mass boiler at the nursing home.

Coates then discussed a reported incident of a dog bite that occurred on County property on Partridge Brook from a dog that was allowed to roam off lease. The town has established lease laws and now signs will be installed on County property to remind dog owners to keep their dogs on leash at all times.

**At 10:03AM Pursuant to RSA 91-A:3, II(c) Commissioner Cartwright moved to enter non-public session to discuss matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting.**

**The motion was seconded by Commissioner Graves and upon the motion passed unanimously.**

**At 11:21AM Commissioner Weed moved to exit non-public and was seconded by Commissioner Cartwright and upon vote the motion passed unanimously.**

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**Commissioner Cartwright then moved to seal the minutes of the non-public session and was seconded by Commissioner Weed and upon vote the motion passed unanimously.**

Harrison was then recognized and he said that the bids received for the used sander equipment and the recently retired Utility Vehicle (UTV). He said that Zane White of Westmoreland NH won the UTV with a bid of \$1,500.00 and the sander equipment was won by Barney Sherwin of Walpole NH with a bid of \$1,015.00.

Coates then discussed recent conversations with the state of NH Department of Environmental Services (DES) concerning the disposition of the old jail demolition materials. Horton then said that about 400 cubic yards of materials remain on the old jail site and approximately another 400 cubic yards remain in the ravine that will be removed and buried in a DES approved site on County property.

Coates then said a RFP for the replacement of the old windows at 33 West Street has been posted and it is planned to complete the work this summer.

Coates then discussed a Right-to-Know request that was recently received for information concerning grants that were received for the buildout of the new Dispatch Center. He said that the documents are being prepared for the requestor to review.

Trombly then discussed a request from the Commissioners at a recent meeting to understand the University of New Hampshire Cooperative Extension funding breakdown as the Memorandum of Understanding (MOU) that is renewed every five (5) years is up for review and renewal this summer. She provided the Commissioners with the following document that was received from the Cooperative Extension.

### **County Funding for UNH Cooperative Extension**

UNH Cooperative Extension operates out of 10 county field offices in addition to its campus-based offices. These local field offices help us maintain the close connections to the people of New Hampshire, meeting their needs where they live and work.

UNH Cooperative Extension is funded primarily through county, state and federal sources, with additional dollars garnered from grants, contracts, user fees and private donations. Each county field office has its financial support determined equitably, based on the average costs per staff to operate throughout the state. The base funding of averages is set to be adjusted annually according to the Consumer Price Index. The funding formula is as follows:

<b>Funding Need</b>	<b>State/Federal</b>	<b>County</b>
Field Specialist Salary & Fringe	75%	25%
Program Coordinator Salary & Fringe	25%	75%

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Nutrition Connections Staff Salary & Fringe	100%	0%
Support Staff Salary & Fringe	0%	100%
Office Space	0%	100%
Field Specialists Operating Expenses	75%	25%
Program Coordinators and Nutrition Connections Operating Expenses	25%	75%

Because field specialists work regionally and are not restricted to their host county, the county covers 25% of their personnel and operating expenses. The program coordinators (primarily 4-H youth development) operate primarily in the county, thus 75% of their personnel and operating expenses are covered by county funds. Like the program coordinators, Nutrition Connections staff also operate primarily in the county, however their personnel costs are covered through federal grants, with operating costs shared in the same manner as the program coordinators.

The financial operations in each county office are run through the UNH Cooperative Extension's Business Services Center. Budgets are set up annually for each county, based on the appropriation, and the county is billed monthly or quarterly to cover their portion of the total package.

The Weekly Census was reviewed.

**The Weekly Manifest was then reviewed with questions from Cartwright. At the conclusion of the questions, Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

**The minutes of May 16, 2018 were then reviewed and Commissioner Weed moved to accept the minutes as amended and was seconded by Commissioner Cartwright. Upon vote the motion passed unanimously.**

**The Calendar was then reviewed and time change that is needed was noted.**

**At 11:58 PM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion to adjourn was then seconded by Commissioner Cartwright and upon vote the motion passed unanimously.**

Respectfully Submitted,

Charles Weed  
Clerk, Board of Commissioners