

MINUTES  
Cheshire County Commissioners Meeting  
Wednesday April 24, 2019 08:30AM  
Maplewood Nursing Home  
201 River Road  
Westmoreland, NH 03467

**Present:** Commissioners, Charles (Chuck) Weed, John (Jack) Wozmak and Robert (Bob) Englund

**Staff:** County Administrator Coates, Finance Director Trombly, County Attorney McLaughlin, Maplewood Facilities Director, Harrison, Assistant County Administrator Bouchard

Guest(s): Jason Snook, Outreach Manager, Aware Recovery Care, Steve Horton, Owners Representative Maplewood Nursing Home, Ingrid Nichols, President Banwell Architects, and member of the public, Todd Rogers.

At 8:31AM The Chairman opened the meeting and **At 8:32AM Pursuant to RSA 91-A:3, II (a) Commissioners Weed moved to enter non-public session to discuss the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Commissioner Englund seconded the motion and upon vote the motion passed unanimously.**

**As a result of discussions in non-public session the Commissioners voted unanimously to change the grade level of the Regional Police Prosecutor position from a compensation grade of 4M to grade 5M to reflect the actual duties of the position. The change in grade and compensation will be effective at the discretion of the Director of Finance to ensure proper integration into the County payroll cycle.**

**At 8:45AM The Commissioners voted unanimously to return to public session.**

Jason Snook was then recognized to discuss Master Agenda Item #670: Aware Recovery Care. Snook provided an overview of the Aware Recovery Care program that provides recovery services at participant homes and he said that 20 people are currently in the program.

He described the different types of people who have addictions that Aware Recovery works with and covered some of the technology tools that are used to monitor the participants. He discussed the various insurance programs that pay for their services and talked about the use of telemedicine as a service delivery element. A brochure hand out shows that the success rate for the program is over 80% after a year of abstinence from addiction vs. less than 10% for cases that do not meet the criteria of one year or greater. He said that the out-of-pocket cost for someone without insurance is about \$48,500.00 per year.

Commissioner Wozmak asked Coates why he asked Aware Recovery to present today and Coates said that he became aware of the program from a staff member in the medical department at the Department of Corrections. He said that he thought it would be of interest to the Commissioners to hear about a program that is able to provide services to individuals in their homes. Snook spoke of referrals that are received from other organizations such as hospitals and other in-patient medical services centers.

Commissioner Englund asked about Aware's lack of support for Medicaid payments and he cited a number of organizations that provide care utilizing Medicaid. Snook said that they would like to accept Medicaid reimbursement however because of the newness of the program and the lack of awareness by the insurance companies of its methods and outcomes, it is currently not an option for payment. He went on to say that he believes that it will happen in the future but it will take a while.

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Commissioner Weed asked about the people in the program who are working and what support for the program participants is available in the work community. Snook described a complex support system that includes employers who are active supporters of the program and he said that the State NH Works program run by the unemployment division will pay up to half of a participant costs during the initial training period in most cases.

Snook went on to review how the home support component works and discussed the structure, contracts, and development of a supportive environment for the people in the program.

At 9:27AM The Commissioners thanked Snook for his presentation and the began discussion of Master Agenda Item #672: Maplewood Reconstruction Update. Nichols showed the Commissioners a computer-generated walkthrough video of the new building and she then showed samples of the various finishes that will be used throughout the new building.

She showed the carpets and the exterior siding choices and discussed the colors that still need to be decided. The flooring selections and the composition materials were also covered. She said that it is believed that the flooring should last approximately twenty-five years before replacement is required.

Harrison was then recognized for Master Agenda Item #671: Maplewood Facilities Semi-Annual Report and presented the following information:

MNH Facilities report to the Commissioners  
Covering Q4 FY18 – Q1 FY19

Accomplishments

Q4 2018

- New van was delivered
- Kitchen equipment review for renovation phase
- Honeywell fire alarm system inspected at the Water Treatment plant
- Reviewed the new building control system at EEI with Rod
- Legionella sub group began meeting to prepare our plans
- New steamer was installed in the Kitchen – Houghton's handled the gas connections
- New air pumps and motors installed at the Waste Water Treatment Plant
- Fire alarm message changes completed
- Multiple submittals responses
- County wide Propane RFP out and approved
- Multiple building, JLMC and safety meetings during the quarter

Q1 2019

- Worked with new Safety officer on meetings and fire drills
- Replaced two frozen coils on the 3<sup>rd</sup> floor
- Assisted Living Life Safety Inspector came in – no deficiencies
- Replaced the propane heater in the UV shed at the Waste Water Treatment plant

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- Replaced the blinds in the Solarium
- Carpet cleaning team started – for new building needs
- Propane Tank Farm proposal reviewed
- Legionella water sample sent in for testing – came back negative
- Door hardware and keying reviewed
- WTP Operator attended water treatment classes
- Eversource replaced the service to the Herdsmen’s house as part of the upgrade

**Concerns**

- Challenges of boiler room demolition work while maintaining building operations
- Total building electrical usage is dangerously close – 200 amps +/- available as buffer
- Difficulty in getting Direct Energy to accept our Water Treatment plant “new” account pointing to a larger issue when the new service for the nursing home comes on line

**Budget**

<b>Account - Q4 2018</b>	<b>2018 Budget</b>	<b>Dec. Actual</b>	<b>YTD Actual</b>	<b>Budget Balance</b>	<b>Percent Remain</b>
P/R Staff MNH	\$318,497	\$27,437	\$318,894	-\$398	0.00%
P/R Overtime MNH	\$8,500	\$226	\$5,306	\$3,194	37.62%
Outside Services MNH	\$147,061	\$14,499	\$123,800	\$23,261	15.82%
Supplies MNH	\$9,300	\$2,763	\$5,316	\$3,984	42.83%
Electricity MNH	\$145,000	\$11,267	\$150,132	-\$5,132	-3.54%
Gas/LPG MNH	\$49,200	\$1,795	\$36,606	\$12,594	25.60%
Fuel #4 MNH	\$147,541	\$36,413	\$170,043	-\$22,502	-15.25%
Auto Repair MNH	\$12,500	\$688	\$16,642	-\$4,142	-33.14%
Building Repair MNH	\$47,350	\$3,047	\$37,791	\$9,559	20.18%
Equipment Repair MNH	\$40,000	\$3,853	\$32,563	\$7,437	18.59%
<b>Total MNH Facilities</b>	<b>\$1,140,865</b>	<b>\$85,712</b>	<b>\$1,125,332</b>	<b>\$15,533</b>	<b>1.36%</b>

<b>Account - Q1 2019</b>	<b>2019 Budget</b>	<b>March Actual</b>	<b>YTD Actual</b>	<b>Budget Balance</b>	<b>Percent Remain</b>
P/R Staff MNH	\$332,660	\$27,369	\$82,719	\$249,941	75.13%
P/R Overtime MNH	\$8,500	\$391	\$2,090	\$6,410	75.42%
Outside Services MNH	\$145,721	\$20,155	\$31,224	\$114,497	78.57%
Supplies MNH	\$9,500	\$31	\$1,311	\$8,189	86.20%
Electricity MNH	\$145,000	\$10,722	\$33,104	\$111,896	77.17%
Gas/LPG MNH	\$42,720	\$3,036	\$5,935	\$36,785	86.11%
Fuel #4 MNH	\$205,337	\$14,342	\$14,342	\$142,082	69.19%
Auto Repair MNH	\$10,500	\$796	\$2,345	\$8,155	77.66%
Building Repair MNH	\$47,350	\$5,313	\$9,949	\$37,401	78.99%
Equipment Repair MNH	\$30,000	\$5,949	\$8,148	\$21,852	72.84%
<b>Total MNH Facilities</b>	<b>\$1,206,793</b>	<b>\$106,741</b>	<b>\$294,618</b>	<b>\$912,175</b>	<b>75.59%</b>

**Looking Forward**

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- Propane tank farm installed
- Temporary Oil tanker removed
- Boiler 1 removed early May
- Boiler 2 removed mid to late June
- New Propane boilers installed
- Pre-planning for Kitchen and Laundry renovations

A discussion of the way in which the current kitchen will be phased to the temporary location was covered as well as issues that will impact the number of changes being implemented in the existing boiler room. Also discussed was the revamping of the laundry area and the new equipment that will be installed to increase the processing volumes in the laundry room.

Horton then joined the meeting and then recapped the overall status of the reconstruction and said that the project is still on-time and on-budget. He reviewed the RFP's that are in progress to meet the phasing requirements of the project. He said that Harrison has been a treat to work with and "knows his stuff" and said that DEW has also been excellent to work with and has shown themselves to be fully committed partners in the reconstruction project. He said that the project contingency is currently at approximately \$1M with the project at about 35% completion.

Kindopp was then recognized and introduced Nick Lausier who is in training as a nursing home administrator and will also be working part-time in the Human Resources department. He introduced himself and gave an overview of his background and said he is very happy to be at Cheshire County.

The Carpenter Home in Swanzey was discussed and possible transitions to Maplewood for some of the residents was considered. HR will be interviewing some of the Carpenter Home staff members who might be interested in positions at Maplewood.

Administrator Coates was then recognized for the Weekly Operations report.

He said that a meeting with Eversource personnel will take place next week to discuss possible sites for the installation of the Eversource Grid Battery backup equipment that would be placed on County property under a long-term lease.

Coates said that he was notified yesterday that the Tanglewood Park group in Keene has been awarded the \$500,000.00 Community Development Block Grant (CDBG) that they were seeking to purchase the complex from the current owners.

Coates then discussed the removal of the old 10,000-gallon oil tank at the former Department of Corrections site in Westmoreland will take place shortly. Coates said that only two bids were received and the one of the bids was missing key elements for testing, coordination with the Department of Environmental Services and other required certifications. Following discussion and consent from the Commissioners Lakes Region Environmental Contractors of Belmont, NH will be awarded the contract.

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Coates then discussed that a group of citizens is interested in sponsoring the Keene area as a refugee support community which is distinctly different from a sanctuary city. This effort is in its early stages of discussion and there will be reported as it evolves.

The May 15<sup>th</sup> Commissioners meeting was discussed to be cancelled due to a conflict with the Primex Insurance conference. **Commissioner Weed moved to cancel the meeting and was seconded by Commissioner Wozmak. Upon vote the motion passed unanimously.**

The Weekly Census was then reviewed and the report was accepted as informational.

Old Business: None

New Business:

**The minutes of April 17, 2019 were then reviewed and Commissioner Weed moved to accept the minutes as presented and was seconded by Commissioner Wozmak. Upon vote the motion passed unanimously.**

The Weekly Manifest was then reviewed, and **Commissioner Weed moved to accept the Manifest as presented and was seconded by Commissioner Wozmak, upon vote the motion passed unanimously.**

The calendar was then reviewed.

**General Discussion for Commissioners:** Master Agenda Item #673: Commissioners - State Cost Shifting Letter. The Commissioners reviewed a draft of the letter and discussed general concepts

**At 11:34AM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion to adjourn was seconded by Commissioner Englund and upon vote the motion passed unanimously.**

Respectfully Submitted,

R. Englund, Clerk