

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, October 30, 2019**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

**Present:** Commissioners: Charles Weed, John Wozmak, and Robert Englund (Delayed w/ Notice)

**Staff:** County Administrator Coates, Director of Finance Trombly, Grants Manager Bansley, Sheriff Rivera, Superintendent Van Wickler and Assistant County Administrator Bouchard.

At 8:30AM Commissioner Weed opened the meeting and recognized Grants Manager Bansley who discussed the Violence Against Women Act (VAWA) Grant Award Acceptance. She said that a formal vote of the Commissioners is needed to accept award and execute award documents for the 2020 Violence Against Women Act (VAWA) grant "DV Prosecutor Grant" from the New Hampshire Department of Justice for \$30,000 per year plus \$10,000 per year match. Funds will be spent to partially offset the salary of a domestic violence prosecutor. Match will be met with the prosecutor's benefits.

**Following questions and discussion Commissioner Wozmak moved to accept the grant and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

Master Agenda Item #723: State Drug Task Force – E. Rivera

Action Expected: To review and discuss the open position on the State Drug Task Force.

Sheriff Rivera spoke of the four new positions that have been assigned in the new State Budget for the State Drug Task Force with one of the slots allocated to the Cheshire County area. He said that in a meeting with the State County Attorney's office yesterday he was assured that the funding at \$60,000.00 would be available to fill the slot. He said that he has identified at least two possible candidates for the position. Commissioner Wozmak asked if any of the current deputies were interested in the position and Rivera said that no one currently on staff was interested in the job. Wozmak then asked what the effect of adding the position would be in actually affecting the distribution of illegal drugs in the area. A discussion concerning the illegal regional drug interdiction network and how to install effective interdiction program began. Following an extended discussion, no decision was made and the issue will be further discussed before a final decision is reached.

Superintendent Van Wickler was recognized and said that he has been asked to attend the National Drug Policy Alliance conference in St. Louis next week and in February he will attend a second national conference concerning drug treatment programs at the University of Phoenix. He said that his attendance at both conferences is at no cost to the County. He related his past attendance at similar conferences and said that they have been very informative and helpful in past years. Further discussion concerning the Law Enforcement Action Partnership (LEAP) of which the Superintendent is the past Chairman of the Board of the organization.

Van Wickler then spoke of the relationship with a local controlled drug treatment center and discussed an issue with an inmate at the Department of Corrections. He outlined the problem of treatment for inmates under the Medication-Assisted Treatment (MAT) program at the facility and how individuals go through detox and are ultimately are taken off drug tapering programs.

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*At 9:32AM Commissioner Englund joined the meeting after attending a QC meeting at the Nursing Home.*

Master Agenda Item #726: Income Advance Loan for Employees was then taken-up for discussion and Sheila Jacobs and staff from Mascoma Bank were recognized and introduced themselves and passed out materials that outlines the Income Advance Loan program that the bank is about to offer to outside businesses. A discussion of how the program works and the cost of participating in the program was reviewed. Further review and discussion of the program will be done by the staff and options will be developed for final review by the Commissioners.

County Attorney McLaughlin was then recognized to discuss Master Agenda Item #725: County Attorney's Office 2020 Budget Presentation

McLaughlin discussed the addition of a Victim Witness (VW) staff position for County Attorney's office. He outlined the history of the position(s) and the prior existence of a Director of the Victim Witness Services. He stated that as of this date the two current VW coordinators carry over 200 cases each. A discussion concerning the issue of introducing the Restorative Justice process as part of both misdemeanor and felony cases began.

Discussion of other elements of the County Attorney's budget were covered and new requirements for filing with the Courts was reviewed.

Director Trombly was then recognized to discuss Master Agenda Item #724: Employee Quarterly Raffle.

Trombly handed-out a flyer for a proposed Quarterly Raffle for eligible employees that would offer cash gift cards as an added employee benefit and as an element of a retention program. She said that the program will begin shortly and published rules for participating in the program will be released shortly.

The Commissioners then took up Master Agenda Item #727: Commissioners vote to Authorize Bonds for the State Court House.

Trombly explained that the Commissioners need to provide a vote that states that the County of Cheshire Board of Commissioners vote to authorize bonds not to exceed \$6,950,000 to finance the costs associated with the purchase of the State Court House at 33 Winter Street, Keene, NH, and to forward this recommendation to the County Delegation for consideration of a vote to: "Raise and appropriate a sum not to exceed Six Million Nine Hundred Fifty Thousand Dollars (\$6,950,000) to finance the costs associated with the purchase of the State Court House located at 33 Winter Street, Keene, NH. and authorize the issuance of bonds or notes to finance such appropriation pursuant to the provisions of NH RSA 28 and 33" at the Delegation meeting scheduled for November 18, 2019.

Following discussion and review of the bonding process, **Commissioner Englund moved that the County of Cheshire Board of Commissioners vote to authorize bonds not to exceed**

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**\$6,950,000 to finance the costs associated with the purchase of the building occupied by the State Court System at 33 Winter Street, Keene, NH, and to forward this recommendation to the County Delegation for consideration of a vote to: “Raise and appropriate a sum not to exceed Six Million Nine Hundred Fifty Thousand Dollars (\$6,950,000) to finance the costs associated with the purchase of the building occupied by the State Court System located at 33 Winter Street, Keene, NH and authorize the issuance of bonds or notes to finance such appropriation pursuant to the provisions of NH RSA’s 28 and 33” at the Delegation meeting scheduled for November 18, 2019. Commissioner Wozmak seconded the motion and upon vote the motion passed unanimously.**

Administrator Coates was then recognized for the Weekly Operations Report. He reported the following:

- A Restorative Justice meeting will be held on Tuesday December 12<sup>th</sup> at 4:00PM with the goal of updating the Commissioners on the status of the program.
- Coates said that he had just signed a contract with a vendor for wood chips for the bio-mass boiler at Maplewood for \$120.00 a ton which is \$20.00 a ton less than projected.

**At 11:15AM Commissioner Englund moved to enter a non-session to discuss a legal matter and was seconded by Commissioner Wozmak. Upon vote the motion passed unanimously.**

**At 12:14AM the Commissioners voted unanimously to return to public session.**

- Coates reminded the Commissioners that the Chamber of Commerce will be hosting a seminar on Thursday November 6<sup>th</sup> for the Chamber of Commerce Regional Issues Series entitled “*Workforce Sourcing Paradigm*” from 8:00AM – 10:00AM.
- He stated the pine trees at Maplewood along the edge of the driveway near the facilities building that were leaning over the roadway have been removed.
- Coates then said that the Commissioners will meet to finalize budget on November 4<sup>th</sup> at 4:00PM

New Business: None

Old Business: Employee Health Plan – Trombly presented new health plan options based on submissions from the County employee benefits consultant. A detailed historical review of the plans was completed and a number of alternatives options were examined. It was discussed that because of the County being self-insured it has been able to maintain low cost increases over a number of years. Following discussion and questions Commissioner Wozmak **recommended to continue with our present firm and seconded by Commissioner Englund. Upon vote the motion passed unanimously.**

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Commissioner Wozmak then spoke to a meeting with a consultant concerning the development of the Keene regional airport to bring scheduled service to the area. He asked if the Commissioners were interested in promoting a group to explore the regional development of the airport. Further discussion will be had in the coming weeks to explore the opportunity in more depth.

**Consent Agenda Items:**

1. Census
2. Manifest
3. Minutes of October 23, 2019

**Commissioner Wozmak moved to cancel the meeting on November 27<sup>th</sup> as a number of Commissioners and Staff will be traveling for the Thanksgiving Day holiday and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

**Commissioner Weed moved to accept the Consent Agenda and was seconded by Commissioner Englund. Upon vote the motion passed unanimously.**

**At 1:21PMM 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.**

Minutes recorded by:  
R. Bouchard, Assistant County Administrator

Reviewed and submitted by:  
R. Englund, Clerk