

MINUTES
Cheshire County Commissioners Meeting
Wednesday, January 15, 2020
County Hall Building
Stillman Rogers Conference Room
12 Court Street
Keene, NH 03431

Present: Commissioners: Charles Weed, Robert Englund and Jack Wozmak

Staff: County Administrator Coates, Director of Finance Trombly, IT Director Hummel, County HR Director May, Sheriff Rivera, and Assistant County Administrator Bouchard.

Guests: Keene City Counsellor Randy Filiault, and County Treasurer Clark.

At 8:32AM Commissioner Weed opened the meeting and recognized HR Director May.

May presented two non-FMLA leaves of absence. The first one is for an Licensed Nursing Assistant (LNA) who is going to be out for surgery and they don't qualify for FMLA due to not working enough hours per week.

She then said that due to a clerical error a staff member has had their professional license lapse and will need to take a leave of absence until the state board meets to reinstate the license.

Following questions and discussion of both issues, Commissioner Weed moved to authorize the leaves of absence and was seconded by Commissioner Wozmak. Upon vote the motion passed unanimously.

At 8:55AM Commissioner Englund joined the meeting.

Sheriff Rivera was then recognized and a discussion of a modification to his pending 2020 budget for the use of the Forensic investigation office was taken-up. He said an equipment repair line needs to be established in order process cell phones, hard drives, and other equipment that the lab processes for investigations. He said that the towns who submit cases will be charged for any equipment expenses but a way to provide accurate accounting needs to be put into place. An extended discussion of the best way to handle the tracking of the expenses was examined in depth and it was determined that it would be helpful to establish some experience with the volume and costs of the equipment before proceeding with budget amendments. For the immediate future, the Sheriff's office will track the expenses and the costs will be covered with already allocated funds.

IT Director Hummel was then recognized and discussed the new request from the Commissioners on the ongoing cybersecurity reporting.

Hummel reviewed an internal report that covers the numbers, types, and sources of attacks against the County networks and how responses are formulated and a wide ranging conversation around cybersecurity began. It was determined that a trend report will be produced each month for the Commissioners to review on the status of the security systems.

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Coates was then recognized for the Weekly Operations Report.

Coates said that the NH Association of Counties meeting is on Friday and Coates and Bouchard will attend a meeting at 1:30pm with Sullivan and Grafton Counties to discuss Electrical Aggregation issues following the NHAC meeting.

He then said that the Commissioners Council will also meet after the general meeting and a number of pending Legislative bills will be discussed. A lengthy review of pending House Bill 532 – “AN ACT relative to payment for earned but unused vacation or personal time” was taken-up.

Coates said that next week the salaries for elected officials will be discussed for the upcoming 2020 elections. A discussion of the salary levels in other Counties throughout the state was covered.

A review of the issue of a base salary of \$15.00 for all employees recently brought forward by Rep. Eaton was discussed, as this issue is being proposed at the State level. An extended discussion of the possible impact on the County budget was covered.

Coates then said that a meeting with Monadnock Economic Development Corporation (MEDC) occurred this week concerning the acquisition of the 33 Winter Street Building.

A follow-up meeting Rep. Eaton after the Monday budget delegation meeting to review and discuss the Countywide energy project, the cupola project, and other upcoming issues in 2020. A very in-depth conversation about how the funds would be identified and allocated was covered.

Old Business: None

New Business: **Signing of Bonding documents.** – S. Trombly discussed the way that the bond was funded for the purchase of the 33 Winter Street building and explained how the final rate for the bond was set at 2.08%. The documents were then signed by the Commissioners.

The Consent Agenda Items which include the Weekly Manifests and the minutes of January 08, 2020 were then taken-up. Commissioner Wozmak to accept the Consent Agenda and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.

The Commissioners Calendar was then reviewed.

At 11:12AM Commissioner Wozmak moved to enter non-public session to discuss a matter relating to RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such

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person requests an open meeting. Commissioner Englund seconded the motion and upon vote the motion passed unanimously.

As a result of deliberations in non-public session, no decisions were made and no vote was taken.

At 12:41PM The Commissioners voted unanimously to return to public session.

At 12:42PM there being no further public business to discuss, Commissioner Weed moved to adjourn the meeting and was seconded by Commissioner Wozmak, and upon vote the motion passed unanimously.

Minutes recorded by:
R. Bouchard, Assistant County Administrator

Reviewed and submitted by:
R. Englund, Clerk