

MINUTES
Cheshire County Commissioners Meeting
Wednesday, July 15, 2020
County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04
This meeting will be conducted electronically.

Conference Call Information

Phone Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

Pin #: 6031233

Present: Commissioners: Charles Weed, and Robert Englund (Jack Wozmak absent w/notice)

Staff: County Administrator Coates, Director of Finance Trombly, Department of Corrections Superintendent Iosue, Department of Corrections Maintenance Director Bogar, and Assistant County Administrator Bouchard.

Guests: County Treasurer and Keene City Counselor Terry Clark,

At 8:32AM Commissioner Weed opened the meeting and a roll-call of the Commissioners attending the meeting was conducted by County Administrator Coates. Commissioners Weed, Englund and Wozmak responded as "present".

Commissioner Weed then moved to conduct this meeting as an emergency meeting under the relevant provisions of NH RSA 91-A, and consistent with the recommendations contained in Executive Order 2020-04 Order 12 issued by Governor Sununu. Commissioner Wozmak seconded the motion and upon roll-call vote the motion passed unanimously.

Emergency Order #12 Pursuant to Executive Order 2020-04

Temporary modification of public access to meetings under RSA 91-A

Pursuant to Section 18 of Executive Order 2020-04 it is hereby ordered, effective immediately, that:

1. Pursuant to Executive Order 2020-04, paragraph 8 provides: "State and local government bodies are permitted and encouraged to utilize the emergency meeting provisions of RSA 91-A to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously."
2. Pursuant to Emergency Order #2 issued pursuant to Executive Order 2020-04, gatherings of fifty people or more are prohibited.
3. To implement these orders and recommendations, the requirement in RSA 91-A:2, II 1 (b), that a quorum of a public body be physically present unless immediate action is imperative, is waived for the duration of the State of Emergency declared in Executive Order 2020-04.
4. To further implement these orders and recommendations, the requirement in RSA 91-A:2, II 1 (c), that each part of a meeting of a public body be audible or otherwise discernible to the public "at the location specified in the meeting notice as the location of the meeting," is waived for the duration of the State of Emergency declared in Executive Order 2020-04 so long as the public body:
 - Provides public access to the meeting by telephone, with additional access possibilities by
 - video or other electronic means;

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- Provides public notice of the necessary information for accessing the meeting;
- Provides a mechanism for the public to alert the public body during the meeting if there are problems with access; and
- Adjourns the meeting if the public is unable to access the meeting.

Coates then outlined the rules of the meeting;

1. Public has an opportunity at the beginning of the Commissioners Meeting under “Public Comment” to speak. Community input will not be allowed after that point, unless recognized and allowed by the Chair of the Commissioners.
2. All votes will be Roll Call and when recognized, we are asking that you re-state your name and yes or no
3. If you have a question or motion that you would like to ask to put forward, please state the following, “Mr. Chair, Commissioner (your name) has a question or motion”.
4. If you are having issue hearing the call, please text or call the County Administrator at 603-313-9002.
5. Please mute your phones so background noise won’t interfere with the meeting.
6. This meeting has been posted on our website so that the community, department heads and media can listen into the meeting.
7. This meeting is utilizing a Zoom Platform so listeners can join us via audio or audio/visual.

The Chair opened the meeting at 8:35AM and recognized Superintendent Iosue and Maintenance Director Bogar who discussed that the geothermal system is experiencing issues and they are now becoming concerning. Bogar described that the Multistack system that provides heating and cooling for the facility is having components fail. He said that there are 16 compressors in the system and 1 has failed and it will cost about \$18K to replace. He said that 3 other compressors that need immediate maintenance work. He went on to say that the glycol in the bore field is going out at 104 degrees and is being returned to the Multistack at 94 degrees. He stated that the glycol mixture is about a 39% mixture and that may be too high and a more diluted ration may be needed. A test of the glycol mixture will be conducted to determine the condition of the mixture and examine the residue to see if the piping is at risk. A wide-ranging discussion concerning the issues and possible solutions was then covered in-depth.

Finance Director Trombly was then recognized to discuss Master Agenda Item #785: Pro Share Funding Allocations for 2021 Budget. Trombly then reviewed proposals for the use of the additional Pro Share monies received from the State this year. An extended discussion of the expenses and revenues for the 2020/2021 budgets were covered and Trombly explained the details behind each of the budget items. Trombly then discussed the history of the receipt of Pro Share funds over the years and said that the amounts received have been all over the map and one of the reasons that a mid-year budget review is done to account for the receipt of these funds.

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Following discussion, Commissioner Englund moved to accept the recommendations of the Finance Director as presented and was seconded by Commissioner Weed. Upon roll-call vote the motion passed unanimously.

Administrator Coates was then recognized for the Weekly Operations report.

Coates said that next week's Commissioners meeting will be cancelled because of scheduling conflicts. The meeting for the 26th will take place via Zoom as normal.

A follow-up phone call on Telehealth with Cheshire Medical Center took place yesterday and it was found that overall, we are further along the implementation phase than was initially realized. Follow-up with the IT contact at Dartmouth Hitchcock will be scheduled shortly and County IT will be brought into the conversation to ensure compatibility and conformance with the established networks at Dartmouth Hitchcock.

Coates then said that call took place this week with Phil Suter Executive Director of the Keene Chamber of Commerce, Jamie Trowbridge of Yankee Publishing, and Tim Murphy Executive Director of Southwest Regional Planning Commission, to assist them in preparing the submission of a grant to the Economic Development Authority to promote the Monadnock region. The grant being sought for \$800K would assist the region in branding and marketing the Monadnock region over a four-year period. The marketing campaign would cover tourism, economic development, and other areas important to growing regional business and is supported by many of the local businesses and educational institutions. Coates said that work will begin shortly and he will keep the Commissioners informed of progress. He said that the grant should be completed by mid-August.

He then informed the Commissioners that an inspection of the new Courthouse will take place on July 22nd by the state to better understand what the re-opening of the building to the public will entail and to gauge what building and organizational changes may be needed to keep the public and staff safe when the re-opening occurs. Bouchard and Owner's Representative Horton will report back once any determinations have been made.

Coates then said that on August 3rd the Executive Committee will meet to begin the preparation for the 2020 mid-year review and the crafting of the 2021 budget. The meeting will be held via Zoom with limited on-site participation by a few senior committee members. He then said that a meeting will also be held on August 10th for the full Delegation at 7:00PM and will follow the same format as the August 3rd meeting.

Coates discussed that the Keene campus will potentially open for public access on August 3rd with access restricted to the public entrance through the Center Street entrance into the lobby. He explained that the prescreening of employees will now continue through at least September 15th and perhaps longer depending on need.

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Coates discussed that a new County vacation policy that will allow some travel within the New England states will be issued shortly. Travel outside of the region will require staff to quarantine for two weeks.

Old Business: Commissioner Weed spoke to the Master Agenda items and said that the items need to be re-visited on a more regular basis. Particularly Restorative Justice, Cybersecurity, and the Energy Audit program. Coates addressed the areas individually and provided some information to address each item in order to keep the discussions up to date.

New Business:

Commissioner Englund moved to accept the Consent agenda for the Weekly Manifest and the Minutes from the week of July 08, 2020 seconded by Commissioner Weed. A short discussion of revenues and expenses for the Department of Corrections occurred and then upon roll-call vote the motion passed unanimously.

At 10:24AM pursuant to RSA 91-A:3, II (a) Commissioner Englund 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 Weed seconded the motion. Upon roll-call vote the motion passed unanimously.

As a result of deliberations in non-public session D. B. was authorized to be hired above the base rate for the position of case manager for the Department of Corrections. The rate that was determined as appropriate was \$27.28 based on increased responsibilities, education and experience. Upon roll-call vote the motion passed unanimously.

At 10:43AM Upon roll-call vote the Commissioners voted to re-enter public session.

At 10:46AM there being no further public business to discuss, Commissioner Englund moved to adjourn and was seconded by Commissioner Wozmak. Upon roll-call vote the motion passed unanimously.

Minutes recorded by:

R. Bouchard, Assistant County Administrator

Reviewed and submitted by:

R. Englund, Clerk