

MINUTES
Cheshire County Delegation Meeting
Wednesday, March 30, 2020 @ 7:00PM
County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04
This meeting will also be conducted electronically.

Conference Call Information
Phone Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
County Hall Building
12 Court Street

Present: Chair Dan Eaton, Paul Berch Jennie Gomarlo and H. A. L. Parkhurst (**In-person at 12 Court St.**). (**Present Telephonically**) John Hunt, David Meader, Bruce Tatro, Richard Ames, John Mann, Michael Abbott, Cathryn Harvey, Douglas Ley, David Morrill, John Bordenet, Sandy Swinburne, Barry Faulkner, Joe Schapiro, Craig Thompson Sparky Von Plinsky, and Donovan Fenton (20 Representatives Present)

Absent: Representatives; Lucy Weber, William Pearson, and John O'Day (3 Representatives Absent)

At 7:03PM Chair Eaton opened the meeting and said the following: (*edited for length and clarity*)

“This is not a public hearing. But a delegation meeting, community input will not be allowed unless recognized and allowed by the chair of the delegation. All votes are going to be by roll call. And when recognized, we're asking that you restate your name and then a yes or no. If you have a question or motion that you'd like to ask to put forward please state the following; Mr. Chair representative so and so has a question or motion. If you're having an issue hearing the call, please text or call the County Administrator at 603.313.9002. Please mute your phones so the background noise won't interfere with a meeting. Also, if you're going to be stepping away from your phone, if you could let us know. The County Administrator has asked that the Keene Sentinel and Monadnock Radio group to be present on the call.

County Commissioners, department heads, and the community have been made aware or invited to listen into the call. If there are technical difficulties, we'll work to correct the issues as quickly as possible and address any of your concerns.

Cheshire County emergency declaration. Representative Berch moves the meeting proceed as an emergency meeting under the relevant provisions of RSA 91-A and consistent with the recommendations contained in the executive order 2020 - 04 order 12 issued by Governor Sununu is seconded by Representative Gomarlo. Is there discussion on the motion for an emergency declaration? There being none, are you ready for the question. I asked the clerk to read the roll on the motion. **A roll-call motion then took place and passed unanimously 20-0.**

First order of business is the motion: **To accept and adopt the Executive Committee proposed budget for 2020 in the amount of \$58,903,473.00**

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Representative Tatro moves the motion and is seconded by Representative Berch, that the motion be adopted as written and to accept and adopt the executive committee proposed budget for 2020 in the amount of \$58,903,473. Is there discussion on the question?

Following a roll-call vote, the motion passed unanimously 20-0.

To approve taxes to be raised. The next motion to be considered is: **To adopt 2020 taxes to be raised from the city and towns of the County in the amount of \$28,718,371.00 for the 2020 budget year.**

A motion is made to accept and approve by Representative Berch and seconded by Representative Tatro. No discussion followed and upon roll-call vote the motion passed unanimously 20-0.

Representative Eaton then said that the “next order of business is to establish salaries for elected officials for the 2019 biennium, and there's **a motion by Representative Gomarlo second by Representative Berch to accept them adopt the executive committee recommendation to set the elected official salaries. effective January 121 2021 of County Commissioners at \$11,000 per year, County Treasurer at \$1,500 per year, Register of Deeds at a rate of 57,000 per year, County Attorney at a rate of \$95,000 per year and County Sheriff at a rate of \$57,000 per year. Is there discussion on the question? There being no discussion, a roll-call vote was then taken and passed unanimously 20-0.**

Representative Eaton then said the “next order of business is a motion to abate the interest charge for late payments on county tax payments for 2019 for the town of Chesterfield in the amount of \$546.22. **The motion is made by Representative Berch and seconded by Representative Gomarlo. that the motion be adopted. Discussion on the question? There being no discussion a roll-call vote was taken and the motion passed unanimously 20-0.**

The next order of business to receive an update on the Maplewood Reconstruction Project and other County activities.

The County Administrator Chris Coates then provided the following updates: *(edited for length and clarity)* We're going to start off with the Copula project because I talked about this to the executive committee, and the caveat on all this is the COVID-19 crisis that we're facing. I'm saying this, but I don't know if we'll be able to actually go through with this project because we won't know where we are coming from time, money, and resource wise for a while. But I want to

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make you aware that when we did the windows project, for the first time in LCHIP's, history, they allowed us to receive the grant and then raise the matching funds, and usually it's that you have to have the money to match their contribution ahead of being awarded the grant.

This time around, they made it quite clear that we have to have the money ahead of time. So if we are going to apply for the LCHIP funds for the copula project, we're going to have to have money on hand and we will begin to do fund raising later this year so that in August if we come to you and say that we will need to have a certain amount that will match the amount that we're applying to LCHIP for it will not be a surprise.

... but the bottom line is that we are moving forward. We've had a value engineered study done on the Copula and we are in the process of completing a required updated for the historical study that COVID-19 is delaying a bit.

We will then go out and we will attempt to raise the full matching funds as we did for the windows project but we will most likely ask for the matching difference like we did last time you authorized \$14,000 for the window project that ultimately, we didn't end up using.

The Maplewood project continues to be on-time and within budget and construction continues.

We want to thank Representative Eaton, Senator Kahn for helping address the potential hold that was to be placed on construction by Governor's office during the COVID-19 crisis event. We had multiple conversations to ensure that if the state were going to halt construction as non-essential that healthcare facilities in New Hampshire would be exempted as California and New York have done so that the project could continue in order to maintain project costs and timelines.

We had conversations with the governor's office and we were able to ensure that they would allow construction to continue, and specifically the renovation section of the old building, a 35,000 square foot structure is continuing, however there's no construction happening inside the new building where residents now are.

I will tell you also that we have 11 negative air flow machines in the in the building so all air in the construction wing is going out and that we also have built not one, but two, walls between the residents and where the construction is occurring the walls have been sealed so that you have no issue there.

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And lastly, that Construction people are going through the same process, as the nursing home employees are where they're getting prescreened temperatures taken every day. And so that anybody that has any cough or anything like that, they're sent home right there off the site, and we've also made it very clear with our construction team, that anybody that's seems out of the norm and who walks into area where they're not supposed to be, those people are at risk of getting kicked off the site for good not just not just for the day, because we're not taking any chances with residents health whatsoever. They've been excellent about this. This is something they talk about every day they have they have meetings every single day with the vendors to remind them and so we're going to continue on with the construction at this point.

Concerning our COVID-19 response efforts, the main thing I just wanted to update you on is that about three and a half, four weeks ago, we started working on the issue has it became readily apparent we were going to have to deal with this event very soon.

I will tell you; I couldn't be prouder of the team that surrounds me. I say this all the time. But we are very fortunate to have the leadership we have in the county, whether it's the team that's here tonight with Cheryl and Rod, or whether it's our administrators in the facilities themselves.

I will tell also you, one of the one of the biggest rock star departments that we have is the IT team. I asked if we have enough computer for people to be able to work from home and was told that 20 systems could be assembled in the short time frame. Rob Hummel and his team then managed to put together 43 systems so that everyone who needed a system received one we have a few left-on stand-by in case of hardware failure of if other employees need to work remotely.

Rod has been instrumental in getting the Zoom account up and running so that the drug court and behavioral health and all of us actually can now work remotely.

All facilities are in lockdown mode and all have some level of prescreening that is going on especially at the nursing home where Katherine Kindopp, the nursing home administrator has done an outstanding job of really working with her leadership team to attend to all issues.

We've been able to work with the YMCA to they're opening up childcare for frontline personnel only. And that we were asked that we be included in that so that we have frontline departments can use the resource.

I will tell you that Rick Van Wickler and his team have done an outstanding job at the Department of Corrections in really addressing every single need. And I'll tell you, both

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institutions have infectious disease protocols and policies that have served them well to this point.

They and their teams have been outstanding and their leadership has been outstanding. And so, we're ready county wide. Everything's up and running. But with a lot of people that are working from home, including the County Attorney's team. Sheriff Eli Rivera and his team, and the dispatchers are fully functioning as they sequestered in the locked Sheriff's office and dispatch center facility.

Cheshire Medical, Keene State College, the City of Keene, and the County are all coordinating resources, and Cheshire Medical, and Keene State are coordinating a possible surge hospital and to be placed at Keene State with the National Guard supplying equipment. Keene State is also supplying housing resources as an alternative for employees who are our frontline people if they need to have a place to stay if they need rest, or if they have been or exposed. The other side of it is that if Cheshire medical gets overwhelmed, that critical care can be provided at the hospital and less intense cases can be in the Keene State dorms or the gym if they are in quarantine just waiting to go home. So, there's a lot going on. If you talk to anyone, we all think and all agree this is a challenge of a lifetime. But that is because we're so closely knit in this in this County, we've got a good support network. We have weekly staff meetings that are going on and so, I think we've done everything we possibly can to be prepared for whatever comes tomorrow. So, if you have questions to me, I'll try to answer as best I can.

Any questions for Chris? Representative Shapiro. Chris, first of all, thank you very, very much for all that you're doing under incredibly difficult conditions. I understand that there was going to be a release of some inmates on conditions released early or temporarily.

Did that happen and how many people were actually released?

Yes, there was. They (the Department of Corrections staff) looked at anybody with COPD, people over the age of 60, if they have diabetes, and other risk factors. They then worked with the county attorney's office; they are able to identify only a few acceptable inmates that could be released. In these situations, you have to have the county attorney's agreeing on the type of release, electronic monitoring or other options. The total ended up being under five inmates that could be safely released.

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We're not taking any Federal inmates right now nor are we accepting interstate swaps. We're not taking any US Marshals needing transporting somebody from one place to another and needing a night to rest.

And while we have had some correction officers coming in with a cough or whatever, we have no diagnosis of any Cova 19 virus, we sent them home immediately. Before they can even come back in, they need to go to our medical team because as you're probably aware, there are no doctors giving a note to come back in at this point.

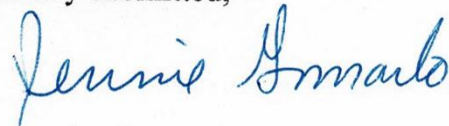
The representatives then asked a number of questions around Keene State still having students on campus and the social media rumors of the Army coming onto the Keene State campus. It was discussed that the Army National Guard will be in Keene to set-up a surge hospital in conjunction with Cheshire Medical. The Guard unit is similar to a Mobile Army Surgical Hospital (MASH Unit) except that once the mobile hospital is established it is turned over to the local civilian hospital to operate. This is the only known or planned presence for any military personnel in Keene.

Administrator Coates will follow-up with the Keene Sentinel and other local media to make sure the word gets out that the Army isn't moving into Keene.

The last item of the planned agenda is to discuss any other matters to come before the Delegation.

Seeing none, the **Representative Gomarlo moved to adjourn the meeting and was seconded by Representative Hunt. Upon vote the motion passed unanimously and the meeting was adjourned at 7:37PM.**

Respectfully submitted,



Representative Jennie Gomarlo, Clerk

MINUTES
Cheshire County Executive Committee of Delegation Meeting
Wednesday, August 03, 2020 - 1:00PM
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Present: Chair Dan Eaton, Paul Berch, Jennie Gomarlo, and Cathryn Harvey (**In-person at 12 Court St.**). (**Present Telephonically**) John Hunt, David Meader, Bruce Tatro, John Bordenet, and Sparky Von Plinsky (9 Representatives Present)

Absent: Representatives; John Mann, Michael Abbott and William Pearson (3 Representatives Absent)

The purpose of this meeting is the following:

1. Cheshire County COVID-19 Response – Chris Coates County Administrator.
2. Conduct the second quarter budget review - Sheryl Trombly Director of Finance
3. System of Care Update – Dennis Calcutt Director of SoC
4. County Pro-Share Allocation and Discussion of amendments to the 2020 budget. - Sheryl Trombly Director of Finance
5. Discuss any other matters that come before the Committee

At 1:03PM Chair Eaton opened the meeting and recognized Administrator Coates who provided the following information.

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.

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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.
- 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.

Chair Tatro opened the meeting at 1:08PM and recognized Rep. Eaton who made a motion to increase the County Administrator's salary by \$10K per year. He spoke at length of the reasons for the motion and said that Cheshire County has become a statewide leader in the State through the efforts of Administrator and that when the Administrator was first hired it was at a below market rate. He went on to say that the Administrator has more than proven his value to the County and its taxpayers over the past five (5) years but is now ranked as the lowest paid County Administrator in the state. He went on to say that even with the proposed increase he will be only

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in the lower middle of compensation levels for his peers. **Rep. Berch seconded the motion and upon rollcall vote the motion passed 9 – 0.**

Finance Director Trombly was then recognized to present the Second Quarter Budget Review. She then presented and discussed the following document:



CHESHIRE COUNTY
Finance Department
33 West Street
Keene, NH 03431
603-355-3036
Fax: 603-355-3000
TTY Access: 1-800-735-2964

To: Cheshire County Executive Committee
From: Sheryl Trombly, Finance Director
Date: July 28, 2020
RE: 2nd quarter 2020 Budget Review

As I report out on the 2nd quarter for 2020, just like everything else that is going on in this world, this report will be much different than what has been seen in the past.

Since the beginning of March, 2020, the County has received many different funding opportunities that become available due to the COVID-19 pandemic. Some of the funds were automatically awarded to the County and others required applications in order to be considered. Some have been received up front while most others are paid on a reimbursement basis. There is no doubt a considerable amount of work has been necessary to apply, and comply, with reporting requirements and to draw down on funds according to strict deadlines. Below is a summary of the funds that have been awarded:

1) Governor's Office for Emergency Relief and Recovery for Municipalities and Counties (GOFERR) - Cheshire County was granted a total of \$459,426. The amount awarded was based

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on a formula defined by the committee of which all municipalities and Counties in the State of NH received a certain allocation. The funds are drawn down on a reimbursement basis. Allowable reimbursements include the 25% match for any allowable FEMA expenses as well as the payroll and withholding expenses the County has experienced due to the mandated Families First Corona Virus Paid Leave that has required paying employees up to 80 hours of sick leave if impacted by COVID-19. In addition, the County was able to draw down approximately \$270,000 to be applied to the Maplewood Nursing Home Construction project due to a 10-week delay that has been experienced due to COVID-19.

2) Federal Emergency Management Agency (FEMA) — FEMA will reimburse the County 75% of expenses associated with the purchase of personal protective equipment (PPE) and supplies to prevent, prepare for, and respond to the COVID-19 public health emergency. Although we have registered with FEMA, at this time, we have not made a draw down as it is not yet determined what the overall need will be for these funds.

3) Bureau of Justice Assistance (BJA) — BJA awarded Cheshire County **\$58,008** to help public safety agencies respond to the challenges posed by the outbreak of COVID-19. These funds will be made available on a reimbursement basis and the County submitted a budget for these funds that include overtime for the Department of Corrections, Sheriff's Department and Dispatch. In addition, funds for PPE, testing kits, video conference equipment, disinfecting machines and upgrades to the Mobile Command Post were approved to be utilized.

4) Health & Human Services (HHS) Cares Act Long Term Care Provider Relief Funding — Maplewood Nursing Home was the recipient of three (3) different allocations of Cares Act Funding from HHS for a total of **\$679,178**. The first two allocations were from the \$50 Billion General Distribution and the 3rd receipt was from a targeted allocation specifically for Skilled Nursing providers. This is the only funding source that has been received so far that will allow offsetting revenue losses as well as expenses associated with COVID-19. Although Maplewood has not had to isolate any resident for having tested positive for COVID-19, the Nursing Home has had to decrease census in order to have isolation rooms immediately available if needed. HHS will recoup any funds not used.

5) GOFERR Long Term Care Relief Fund Grant — The County applied for a grant through the GOFERR committee that was specific to Long Term Care Facilities. Maplewood Nursing Home was awarded **\$296,058.35**. Funds can be used towards purchase of PPE and

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other COVID-19 expenses. These funds were advanced and also would require returning anything not used.

6) Long Term Care Stabilization Program Stipends - (LTCSS) This funding is from the State of NH's Cares Act allocation. These funds have been providing weekly stipends to Medicaid provider employees in the amount of \$300 per week for those that work 30 or more hours each week and \$150.00 for employees working 7.5 hours up to 30 hours each week. The stipends are drawn down based on hours worked and started as of April 19, 2020 with an expected end date of July 31, 2020. Based on the expected end date of July 31, 2020, it is anticipated that the payout of the LTCSS payments will total approximately **\$903,800**. The State has been distributing these stipends by way of NH Employment Security and currently there is a great deal of advocating to get these stipends to continue past July 31, 2020.

7) First Responder Stipends — Similar to the LTCSS stipends, the State also created a program for First responders with nearly the same program rules. For the purpose of First Responders, these stipends were paid to the Sheriff Deputies and Correctional Facility staff. The Correctional Facility staff covered all positions that deal with inmates to include Dietary and Medical staff. The same amounts as the LTCSS program were paid based on hours worked. These funds were managed by the NH State Emergency Operations Center and were paid in advance rather than via a weekly draw down. A final reconciliation (up or down) will be done to either request additional funds owed or pay back funds that were not used. Overall, the County received **\$191,400** to pay out these stipends that started on May 4, 2020 and ended June 30, 2020.

8) HHS Cares Act CFI Provider Relief Fund — This application is due August 3rd and is yet to be determined the amount of an award. These funds would be for our Assisted Living facility and can also be used to offset lost revenue.

Summary:

1. GOFERR Municipal and Counties -	\$459,426.00
2. FEMA — Unknown at this time?	
3. BJA -	\$58,008.00
4. HHS LTC Provider Relief Fund	\$679,178.00
5. GOFERR LTC Relief Fund	\$296,058.35
6. LTCSS Stipends	\$903,800.00
7. First Responder Stipends	\$191,400.00

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8. HHS CFI Provider Relief Fund -? (Application to be processed)

Total \$2,587,847.58

In addition to COVID-19 funding, the County received the 2020 distribution of Pro Share Funds in the amount of \$4,281,935. This amount is \$1,001,656 more than 2019 and \$2,581,935 over the original amount budgeted for 2020. There will be a separate presentation for the Commissioners recommendation to amend the budget for these funds as well as amendments to accommodate the additional funding (and other potential funding) that has been received due to COVID-19.

As for the overall budget review for 2nd quarter 2020, once the budget is amended, nearly every department will be well within budget.

There are some revenues that are running short, such as the Sheriff's Department due to a reduction in papers served as well as a significant short fall at the Department of Corrections due to a decrease in Federal Inmates being held. For both the Sheriff's Department and the Department of Corrections, the department expenses are also running under which is covering any shortfall in revenues being recognized.

As for the Nursing Home, the relief that has been provided is anticipated to cover any revenue shortfalls as well as increased expenses associated with COVID-19 to include ongoing purchases of PPE as well as consideration of telehealth. However, as in the past, the Nursing Home does continue with staffing struggles and relies heavily on traveling and agency nurses. Additionally, the nursing home continues to offer the LNA course and has had two (2) successful classes in 2020 and has hired approximately 10 new LNA's from those classes.

The meeting then continued with a motion that was read by the Chair.

MOTION RE: ProShare Funds Budget Amendment

The Chair then read the following motion that was moved by Rep Gomarlo and seconded by Rep Tatro: To Increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$2,581,935 for the receipt of State of NH Proportional Share Funds not previously budgeted, and to authorize the use of ProShare funds for the following:

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Increase account # 4411.85.00, Maplewood Administration Nursing Quality Assessment Tax (Bed Tax) by \$190,000 for an increase in the bed tax expense to be paid due to the higher Pro Share funds receipt in 2020.

Increase account # 4915.89.00 Reserve Account in the amount of \$372,000 to set aside \$222,000 for ½ of the match needed for Cupola Repair and \$150,000 for the 1st year estimated payment for the energy capital lease.

Increase Account #4900.91.52 Capital Equipment Nursing by \$26,500 for the following:

- \$10,000 - Mechanical Lifts
- \$8,000 - Specialty Mattresses
- \$2,500 - Oxygen Concentrators
- \$6,000 - High Speed Scanner for Medical Records

Increase Account #4900.97.11 Capital Equipment MNH by \$56,000 to replace 2 Resident Transport Vehicles.

Increase Account # 4900.89.11 – Capital Improvement MNH by \$140,000 for the following:

- \$50,000– Repair Driveway Drainage
- \$20,000 – Remove Trees for Erosion Control
- \$70,000 – Replace Honeywell Controls

Increase Account # 4900.97.57 – Capital Equipment Therapy \$6,000 to refurbish the Wheelchair Washing Machine.

Increase Account # 4900.97.13 – Capital Waste Water Treatment Plant by \$12,500 to Upgrade the WWTP Grinder.

Increase account # 4800.01.00, IDN 1115 Waiver by \$332,416 to allow for an intergovernmental transfer to the State of NH to continue to support the IDN's that have been established since 2016.

Furthermore, to reserve the remaining \$500,000 by applying to fund balance to offset a portion of the 2021 MNH Revenue shortfall that will ultimately offset taxes to be raised. And to reserve the remaining \$946,519 to fund balance for further budget consideration.

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Upon rollcall vote the motion passed 9 – 0.

MOTION RE: COVID-19 Funds

Rep. Eaton then moved and was seconded by Rep. Berch to accept the multiple funding awards granted to the County of Cheshire due to COVID-19 for a combined total of \$3,213,643 and authorize the expenditure of these funds as allowable and required by each granting entity.

Following review and discussion and upon rollcall vote the motion passed 9 – 0.

MOTION RE: UNH Coop Extension Rent Allocation

Rep. Berch then moved and was seconded by Rep. Eaton to allocate \$7,000 for the remainder of 2020 in order to provide funding to UNH Cooperative Extension to cover new rent expenses they will realize due to the need to relocate UNH so that the County can use their current space at 33 West Street for the System of Care Program that will be expanding. And further to authorize the use of fund balance to offset this appropriation.

Following review and discussion and upon rollcall vote the motion passed 9 – 0.

MOTION RE: Part Time Internet Crimes Against Children (ICAC) funding

Rep. Eaton then moved and was seconded by Rep. Berch to accept funding in the amount of \$15,500 from ICAC and to authorize the Sheriff to expend such funds to hire a part time 25-hour Deputy to assist with Internet Crimes against Children (ICAC).

Following review and discussion and upon rollcall vote the motion passed 9 – 0.

MOTION RE: Total Amended budget for 2020

Rep. Eaton then moved and was seconded by Rep. Harvey to amend the 2020 budget to the amount of \$63,279,747.00.

Following review and discussion and upon rollcall vote the motion passed 9 – 0.

The Chair asked if there were any other matters to come before the Executive Committee of the Delegation. There were no other matters that arose.

MINUTES

Cheshire County Executive Committee of Delegation Meeting

Wednesday, August 03, 2020 - 1:00PM

County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04

This meeting will also be conducted electronically.

Conference Call Information

Phone Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803

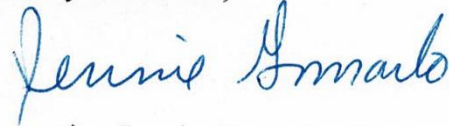
Pin #: 6031233

County Hall Building

12 Court Street

Seeing no other issues for discussion, the Chair asked for a motion to adjourn and **Representative Eaton moved to adjourn the meeting and was seconded by Representative Berch. Upon rollcall vote the motion passed unanimously and the meeting was adjourned at 2:53PM.**

Respectfully submitted,

A handwritten signature in blue ink that reads "Jennie Gomarlo". The signature is written in a cursive style with a large initial "J".

Representative Jennie Gomarlo, Clerk

MINUTES
Cheshire County Delegation Meeting
Wednesday, August 10, 2020 -7:00PM
County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04
This meeting will also be conducted electronically.

Conference Call Information
Phone Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
Pin #: 6031233
County Hall Building
12 Court Street

Present: Chair Dan Eaton, Paul Berch, Bruce Tatro, Cathryn Harvey, Lucy Weber, Jennie Gomarlo and H. A. L. Parkhurst (**In-person at 12 Court St.**). (**Present Telephonically**) David Meader, Richard Ames, Michael Abbott, Douglas Ley, John Bordenet, Sandy Swinburne, William Pearson, Joe Schapiro, Sparky Von Plinsky, and Donovan Fenton (17 Representatives Present)

Absent: Representatives; John Hunt, John Mann, John O'Day, Barry Faulkner, Craig Thompson, and John O'Day (3 Representatives Absent)

The following are agenda items to be reviewed:

1. Cheshire County COVID-19 Response – Chris Coates, County Administrator
2. System of Care Update - Dennis Calcutt, Director SoC
3. To amend the 2020 budget for the receipt of Pro Share Funds and other budget amendments necessary. - Sheryl Trombly, Director of Finance
4. Maplewood Expansion Renovation Project Update – Steve Horton, Project Manager
5. Discuss any other matters that come before the Delegation.

At 7:03PM Chair Eaton opened the meeting and recognized Administrator Coates who provided the following information.

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.

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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.
 - 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 then recognized Department of Corrections Superintendent Iosue who provided a tribute to the retired Superintendent Richard Van Wickler who was present at the meeting. Iosue read the dedication that appears in 2019 Annual Report of the County. The report will be available on-line in the next few weeks.

Administrator Coates was then recognized and provided an overview of the County's efforts to fight the COVID-19 pandemic and he outlined all of the efforts that have been expended to

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provide a safe environment for staff, residents, inmates, and guests. He was effusive in his praise of the work completed by the staff and said that it was because of their combined efforts that a great number of programs and policies were able to be put into place that enabled the County to safely and effectively continue to operate to complete the vital mission and operations of the County.

He then discussed the efforts to reach out to the congressional and senatorial offices to present the case for continued COVID-19 funding to supplement lost revenue to the towns and counties so that crucial services can continue to be provided.

Dennis Calcutt, the Project Manager for the System of Care (SOC) was then recognized and he reviewed the development and growth timeline that the SOC has experienced and discussed the future plans for the expansion of the program in the western third of the state through a contract with the State.

MOTION RE: ProShare Funds Budget Amendment

The Chair then read the following motion that was moved by Rep Gomarlo and seconded by Rep Tatro: To Increase revenue line #3404.10.00 (State of NH Proportional Share Funds) by \$2,581,935 for the receipt of State of NH Proportional Share Funds not previously budgeted, and to authorize the use of ProShare funds for the following:

Increase account # 4411.85.00, Maplewood Administration Nursing Quality Assessment Tax (Bed Tax) by \$190,000 for an increase in the bed tax expense to be paid due to the higher Pro Share funds receipt in 2020.

Increase account # 4915.89.00 Reserve Account in the amount of \$372,000 to set aside \$222,000 for ½ of the match needed for Cupola Repair and \$150,000 for the 1st year estimated payment for the energy capital lease.

Increase Account #4900.91.52 Capital Equipment Nursing by \$26,500 for the following:

- \$10,000 - Mechanical Lifts**
- \$8,000 - Specialty Mattresses**
- \$2,500 - Oxygen Concentrators**
- \$6,000 - High Speed Scanner for Medical Records**

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Increase Account #4900.97.11 Capital Equipment MNH by \$56,000 to replace 2 Resident Transport Vehicles.

Increase Account # 4900.89.11 – Capital Improvement MNH by \$140,000 for the following:
\$50,000– Repair Driveway Drainage
\$20,000 – Remove Trees for Erosion Control
\$70,000 – Replace Honeywell Controls

Increase Account # 4900.97.57 – Capital Equipment Therapy \$6,000 to refurbish the Wheelchair Washing Machine.

Increase Account # 4900.97.13 – Capital Waste Water Treatment Plant by \$12,500 to Upgrade the WWTP Grinder.

Increase account # 4800.01.00, IDN 1115 Waiver by \$332,416 to allow for an intergovernmental transfer to the State of NH to continue to support the IDN's that have been established since 2016.

Furthermore, to reserve the remaining \$500,000 by applying to fund balance to offset a portion of the 2021 MNH Revenue shortfall that will ultimately offset taxes to be raised. And to reserve the remaining \$946,519 to fund balance for further budget consideration.

Upon rollcall vote the motion passed 17 to 0.

MOTION RE: COVID-19 Funds

Rep. Berch then moved and was seconded by Rep. Eaton to accept the multiple funding awards granted to the County of Cheshire due to COVID -19 for a combined total of \$3,213,643 and authorize the expenditure of these funds as allowable and required by each granting entity.

Upon rollcall vote the motion passed 17 to 0

MOTION RE: UNH Coop Extension Rent Allocation

Rep. Parkhurst then moved and was seconded by Rep. Harvey to allocate \$7,000 for the remainder of 2020 in order to provide funding to UNH Cooperative Extension to cover new rent expenses they will realize due to the need to relocate UNH so that the County can use

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their current space at 33 West Street for the System of Care Program that will be expanding. And further to authorize the use of fund balance to offset this appropriation.

Upon rollcall vote the motion passed 17 to 0.

MOTION RE: Part Time Internet Crimes Against Children (ICAC) funding

Rep. Gomarlo then moved and was seconded by Rep. Eaton to accept funding in the amount of \$15,500 from ICAC and to authorize the Sheriff to expend such funds to hire a part time 25-hour Deputy to assist with Internet Crimes against Children (ICAC).

Upon rollcall vote the motion passed 17 to 0.

MOTION RE: County Administrator Salary

Rep. Berch moved and was seconded by Rep. Eaton Motion to authorize as presented by the Executive Committee, an increase the salary for the County Administrator by an amount of \$10,000 annually effective as of August 10, 2020, and to amend the County Administrator salary and benefit lines by \$4,715 to provide funding for the impact of this increase for the remainder of the 2020 budget year. And further to authorize the use of fund balance to offset this appropriation.

Upon rollcall vote the motion passed 17 to 0.

Administrator Kindopp was then recognized and discussed the nursing home supplies, staffing challenges, and the outreach by the county residents that have supported the nursing home during the pandemic.

MOTION RE: Total Amended budget for 2020

Rep. Tatro moved and was seconded by Rep. Berch to amend the 2020 budget to the amount of \$63,279,747.00.

Upon rollcall vote the motion passed 17 to 0.

Steve Horton, the Count Owners Representative for the Maplewood reconstruction project was then recognized to discuss the Maplewood project and said that it is now approximately 85% complete. He said that the current phase will be completed in mid-October and some furniture will begin to be moved by November. Following this phase, the last phase will commence and with a projected finish date on or about May 2021.

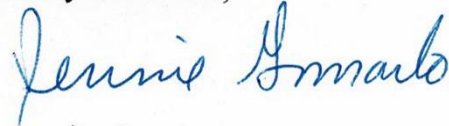
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The Chair asked if there were any other matters to come before the Delegation. There were no other matters that arose.

Seeing no other issues for discussion, the Chair asked for a motion to adjourn and **Representative Parkhurst moved to adjourn the meeting and was seconded by Representative Gomarlo. Upon rollcall vote the motion passed unanimously and the meeting was adjourned at 7:53PM.**

Respectfully submitted,



Representative Jennie Gomarlo, Clerk