

**County of Carroll**  
**Carroll County Delegation**  
**December 10, 2018 9:00 a.m.**  
**95 Water Village Road, Ossipee**

**Representatives Present:**

Chairman Edith DesMarais	Vice-Chair Susan Ticehurst	Clerk Lino Avellani
Jerry Knirk	Karel Crawford	William Marsh
John MacDonald	Anita Burroughs	Bill Nelson
Ed Butler	Glenn Cordelli	Ed Comeau
Harrison Kanzler	Tom Buco	
Steve Woodcock (by telephone)		

**Commissioners Present:** Amanda Bevard, David Babson

**Call to Order:** 9:00 a.m.

**Adjourn:** 12:39 p.m.

**ACTIONS TAKEN**

**MOTION:** “To nominate Edie DesMarais for Chair” by Rep. Butler, 2<sup>nd</sup> Rep. Knirk. Passed by unanimous consent. Rep. Avellani was also nominated by Rep. Cordelli and Rep. Marsh was nominated by Rep. Crawford. By roll call, Rep. DesMarais received eight votes.

**MOTION:** “To nominate Susan Ticehurst for Vice-Chair” by Rep. Knirk, 2<sup>nd</sup> Rep. Kanzler. Passed by unanimous consent. Rep. Avellani was also nominated by Rep. Cordelli. Roll call vote was 8-7.

**MOTION:** “To nominate Lino Avellani for Clerk” by Rep. Ticehurst, 2<sup>nd</sup> Rep. Knirk. There were no other nominations.

**MOTION:** “To nominate Rep. Marsh and Rep. Buco to the executive committee” by Rep. Butler, 2<sup>nd</sup> Rep. Knirk. Passed unanimous.

**MOTION:** “The Delegation meetings will be held in the evenings rather than mornings” by Rep. Knirk, 2<sup>nd</sup> Rep. Kanzler. Amendment by Rep. Butler to leave to discretion of the Chair to schedule some meetings in the evenings. Passed 10-4.

**MOTION:** “To approve the minutes of July 2, August 27 (Exec Comm), September 17 (Hearing), September 17 (Delegation), October 15 (Exec Comm)” by Rep. Avellani, 2<sup>nd</sup> Rep. Marsh. Passed unanimous voice vote.

**Public Budget Hearing**

Administrator Ken Robichaud presented the following highlights from his notes:

- Proposed new employee positions include 32-hour investigator and 40-hour second victim witness advocate for county attorney’s office, 40-hour nurse for jail, a second full-time employee relations assistant, full-time administrative assistant for business office and three summer part-time high school students for landscaping duties.
- For many years County has been receiving and depositing payments in lieu of taxes for White Mountain National Forest land in Hale’s Location and Conway. The error has been corrected and County will no longer receive the payments. Town of Conway is requesting reimbursement of the 2018 payment (\$12,176).
- Siemens Contract is \$2 million of “new” money for \$3.5 million of energy upgrades. The upgrades include new roof, HVAC, lighting, building envelope improvements, boilers, etc. Chm. DesMarais asked that this be further explained during the Dec. 17 County orientation.
- Electricity rates to be negotiated in May; propane in September.
- The administration building generator failed during a recent storm. The request is to use the

unexpended parking lot paving money appropriated in the 2018 budget for the \$65,000 generator replacement. County is currently renting a \$5,200/month generator.

- The two-year nursing home collective bargaining agreement was approved by the employees on Dec. 7, awaiting ratification by the commissioners.
- Non-union employees (87+/-) will receive 2% pay increase
- Regional appropriations request up \$22,000 including a new request
- UNH Cooperative Extension budget includes increasing half-time 4-H educator to full-time
- \$50,000 capital reserve started to save for replacement of water tower
- Not in the presented budget but needs to be considered addition is moving air valve, gate valve and relining of pipes for the water system lines crossing through the proposed location of traffic roundabout at Route 28/171. There is no estimated cost as of this date.
- Capital expenditures include three police cruisers, plow truck/sander, skid steer/snowblower and nursing home equipment.
- \$2.2 million to be used from undesignated fund balance
- \$25,000 for elderly assisted living study

#### Other Discussion

- The commissioners voted 9/19/18 to not send ProShare funding back to NH DHHS for the IDN-7 as approved at the September 17 delegation meeting. Robichaud will request attendance of NH DHHS representatives at the 12/27/18 delegation meeting.
- The need for improved communication between the delegation and administration was stressed. A request of more thorough postings to county website and publishing public notices more widely were made. A member of the public asked for microphones in the meeting room to make meetings more audible and discernible. Lengthy discussion about conducting some delegation and subcommittee meetings (at the discretion of the chairpersons) in the evening.
- Rep. Cordelli suggested that NH RSA \_\_\_\_\_ may require that the Governor and Executive Council to approve the Siemens contract. Administrator Robichaud will contact Ms. Seamans with legal counsel's response to this concern. Treasurer Joe Costello noted that time is of the essence and that delaying approval of the contract could jeopardize the current "excellent" finance rate.
- Future meetings will call the Convention to order at start of agenda.
- Subcommittees – Chm. DesMarais will gather input of assignment preferences
- Meeting cancellation policy: "There may be times, typically due to inclement weather, that it is necessary to cancel a Delegation meeting. At least two hours prior to the scheduled meeting start time, the Chairman will confer with the Vice-Chairman and Clerk and reach a mutual decision whether to cancel the meeting. If the meeting is cancelled, the Chairman will notify the Delegation Coordinator who will notify the business office, dispatch, and all delegation members (via email and phone call).

#### Convention

**MOTION:** "To go into convention" by Rep. Avellani, 2<sup>nd</sup> Rep. Comeau. Passed unanimous.

**MOTION:** "To ratify all actions taken during the meeting" by Rep. Buco, 2<sup>nd</sup> Rep. Avellani. Passed.

**MOTION:** "To move out of convention" by Rep. Avellani, 2<sup>nd</sup> Rep. Comeau. Passed unanimous.

Minutes approved by majority vote on \_\_\_\_\_

Clerk: \_\_\_\_\_