

Carroll County Commissioners Meeting
July 18, 2018
8:30 am

Present: Commissioners Amanda Bevard, David Babson, Mark Hounsell & County Administrator Ken Robichaud

Others Present: Jason Henry, Justin Corliss, Domenic Richardi, Kathy Armstrong, Jon Ruckenbrod

Commissioner Bevard called the meeting to order at 8:32am / Pledge

Commissioner Babson motioned to approve the minutes of July 11, 2018 as corrected seconded by Commissioner Hounsell: all in favor. So voted

Public Input – None

Domenic Richardi – Granite Shield Grant – Continued from 7/11/18

Commissioner Hounsell motioned to remove from the table the motion to accept the \$15,000 Granite Shield Grant seconded by Commissioner Babson: all in favor. So voted

Domenic presented the Commissioners with a breakdown of the grant distribution for review.

Commissioner Hounsell motioned to accept the \$15,000 Granite Shield Grant seconded by Commissioner Bevard: all in favor. So voted

Commissioner Babson motioned to direct the County Administrator to send a letter to Commissioner Quinn that reflects the disappointment on the amount received for Granite Shield and cc the governor seconded by Commissioner Hounsell: all in favor. So voted

Will DeWitte – Ground Water Discharge Testing

Will informed the commissioners that there are new requirements for ground water testing. Will presented the commissioners with a quote for the testing from Eastern Analytical in the amount of \$2,264.95.

Commissioner Hounsell motioned to authorize services of Eastern Analytical for analyzing PFAS in six ground water wells seconded by Commissioner Babson: all in favor. So voted

Jason Henry, Sgt Corliss and K9 Chloe

Sgt. Corliss introduced K9 Chloe a 1 ½ year old Belgian Malinois. K9 Chloe is trained in detecting drugs and will be used in the jail.

Jason presented the commissioners with a K9 policy for approval and signatures.

Commissioner Hounsell motioned to approve policy & Procedure Chapter: 2 Security #2-B-109 seconded by Commissioner Babson: all in favor. So voted

Blueberry Lease – MOU Scout Troops

Ken presented the commissioners with an MOU between Carroll County and the Boy Scouts for review. The commissioners asked for some changes. The County Administrator will make the changes and it will be reviewed again next week.

Dale Drew joined the meeting via phone

Commissioner Hounsell motioned to allow Scouting Troops access to pick blueberries starting 07/19/2018 seconded by Commissioner Babson: all in favor. So voted

Finance Policies

Accounts Payable & Employee Separation - Ken presented the commissioners with the Carroll County Accounts Payable policy for review.

Commissioner Hounsell motioned that the commissioners reviewed and made no changes to the Financial Process Accounts Payable policy on July 18, 2018 seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned that the commissioners reviewed and made no changes to the Financial Process Employee Separation policy on July 18, 2018 seconded by Commissioner Babson: all in favor. So voted

Janice Spinney & Rose Normandin – Endeavor House

Janice and Rose extended an invitation to Take A Walk In Our Shoes awareness walk at Schouler Park in North Conway September 16th at 10:30 am

Kathy Armstrong – Controller

Kathy presented the commissioners with a chart of the Elected Officials Salaries for review. Kathy explained to the commissioners how the salaries for elected officials are paid.

Non Public Minutes Review

Commissioner Hounsell motioned to approve and unseal non-public minutes of February 14th 2018 seconded by Commissioner Babson: all in favor. So voted

Commissioner Babson motioned to approve and keep sealed non-public minutes session E1 of June 6th 2018 seconded by Commissioner Hounsell: all in favor. So voted

Administrator Update

Ken informed the commissioners that a meeting of the MVC sub-committee has been posted for Wednesday July 25, 2018 at noon in Concord to discuss ProShare money.

Ken will reach out to Representative Nelson and see if the committee will change the venue for the meeting to Carroll County Administration building.

Ken reported he reached out to Head Start to talk about the lease of the annex. Head Start will get back to him next week.

Ken presented the commissioners with a quote from MelansonHeath for the two areas the delegation would like audited.

1. Eastern Propane – Verify the delivery location of all Eastern Propane deliveries received in calendar year 2017.
2. Credit Cards – Prepare a detailed analysis of credit card activity for 2017 using invoices/bills/supporting documentation and accounting records provided by county staff. Determine if RSA 30-A:2 has been adhered to. The cost for this is between \$6,500 - \$7,500

Paychecks – CheckMate sent the payroll by Fedex and it was lost. CheckMate cut new checks and they were delivered by 9:30 Friday morning.

Travel Policy – Ken informed the commissioners that some departments are not following the travel policy. Commissioners said the policy needs to be followed or no mileage reimbursements will be paid.

Commissioner Updates

Commissioner Hounsell reported that the commissioners are unable to get signed copies of the delegation meeting minutes needed to finish the annual report.

Commissioner Babson motioned to direct the Clerk of the BOC to stand down and take no further action until August 1st at which time authorize the annual report be printed without delegation minutes and note this in the report.

Commissioner Babson reported that he went to Pine Tree Power on Monday to support the overturn of the biomass subsidy veto.

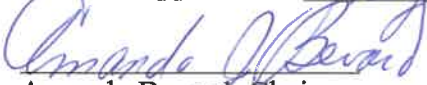
Commissioner Bevard also attended Pine Tree Power on Monday and was impressed with the turnout.

Public Input – John Ruckenbrod asked why the wood burning plants cannot sustain themselves

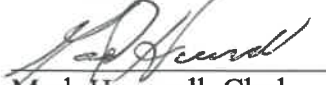
Commissioner Bevard motioned to adjourn seconded by Commissioner Hounsell

Minutes Approved on

July 25, 2018


Amanda Bevard, Chairman


David Babson, Vice Chair


Mark Hounsell, Clerk

