

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
July 17, 2019

Meeting convened: 8:30 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)
Others Present: Administrator Ken Robichaud, Treasurer Joe Costello, CCHOC Superintendent Jason Henry
Public Present: Ed Comeau (www.governmentoversite.com), Daymond Steer (Conway Daily Sun)
Recording Clerk: Mellisa Seamans

Call to Order
Pledge of Allegiance

Approval of Minutes

MOTION: "To approve the July 10, 2019 meeting minutes" by McCarthy, 2nd Babson. Passed.

Media Questions

None

Public Input

None

Check Manifest

Bevard announced the check manifest week ending July 10, 2019 total of \$485,507.16

Eastern Propane Contract

Beginning October 1, two options from Eastern is one-year fixed price at \$1.04 or two-year fixed price at \$1.078 up to 280,000 gallons. The current price is \$1.2838. The tank is leased, and that lease and maintenance is worked into the price. Murray noted Eastern Propane has been phenomenal to work with.

MOTION: "Give Eastern Propane the propane contract at \$1.0780 per gallon for two years and authorize the chairman to sign the contract" by Babson, 2nd McCarthy.
Passed 3-0

Siemens Project Update

Air conditioner work being done in jail and administration building then old boilers will be dismantled.

Carroll County Broadband Initiative

Two letters were received asking for support and representation in the Initiative group – one for Hale's Location and one for County. The commissioners will wait to sign until after attending Hale's Location meeting next week.

AVENU

The commissioners voted previously to move ahead with electronic check signing capability for a six-month trial. Robichaud agreed there are other finance software platforms but start up is difficult and expensive. Costello has been contacting the other counties to inquire about the software systems they use. Bevard noted there should be an accountant-level person in the county finance office.

Signature Stamp Use Policy

Lengthy discussion about the proposed policy. Robichaud will revise the draft and bring to next meeting.

Communication Towers

MOTION: "Award the site plan engineering drawings and permitting for Madison (\$4,485) and Ossipee (\$4,975) to Land Tech of Ossipee not to exceed" by Babson, 2nd McCarthy. Passed 3-0

Sick Time Buyback Policy

Lengthy discussion about the proposed policy. No action taken. Bevard asked Robichaud to prepare a report about the number of employees who have "banked" the maximum 280 hours.

Assessing Contract – Hale's Location

MOTION: "To bid for the appraisal and assessing of Hale's Location 2019/2020 revaluation season" by Babson, 2nd McCarthy. Passed 3-0

Administrator Updates

Road to water tower has been completed using encumbered 2018 funds.
Haying is going strong, double the quantity cut on each field.

Commissioner's Updates

MOTION: "To hire a recording secretary" by Bevard, 2nd McCarthy. Passed 2-1 with Babson opposed.

Jail Subcommittee

Henry asked the commissioners if they approve of him being on the proposed Delegation subcommittee planning to study the jail. The commissioners agreed Henry should be on the committee.

IT Security – Jon Rich (Cybertron)

County has a firewall and numerous servers across the complex. Data is backed up nightly, every night onsite as well as "to the cloud". Rich said this is the best defense. The email system has a filtering service. He has reservations about the installation of new finance software and moving everything to the cloud, relying on an off-site vendor to maintain their firewalls, filters, etc.

Line-Item Transfer Requests – County Attorney

MOTION: "Approve line-item transfer #7" by McCarthy, 2nd Babson. Passed 3-0

MOTION: "Approve line-item transfer #8 in the amount of \$6,000 from property and liability insurance to criminal case expense" by McCarthy, 2nd Babson. Passed 3-0

Media Questions

Steer asked how the commissioners feel about a jail study. Bevard said she is looking forward to going to a meeting to learn more about it.

Non-Public Session

Session 1, Session 2, Session 3

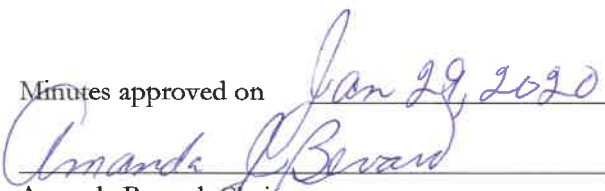
MOTION: "To enter into non-public session RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant by Babson, 2nd McCarthy. Motion passed on roll call vote, 3-0.

MOTION: "To seal the minutes of sessions 2 and 3" by Bevard, 2nd McCarthy. Passed 3-0

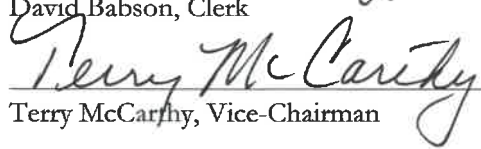
Bevard announced that the commissioners approved the hiring of part-time office support for the county attorney's office.

Meeting adjourned.

Minutes approved on


Amanda Bevard, Chairman


David Babson, Clerk


Terry McCarthy, Vice-Chairman