

Carroll County Commissioners Meeting
February 21st, 2018
8:30 am

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

Others Present: Howie Chandler, Roxy Severence (Via Phone) Daymond Steer, and John Ruckenbrod

Commissioner Bevard called the meeting to order at 8:30 am/ Pledge of Allegiance

Commissioner Hounsell motioned to approve the minutes of February 14th, 2018 with corrections seconded by Commissioner Babson: all in favor. So voted

Public Input – None

Howie Chandler – Roxy Severence (RS Consulting)

Commissioners discussed the phase 1 feasibility study for affordable assisted living .

Commissioner Babson motioned not to go forward with the RS Consulting proposal for the assisted living feasibility study seconded by Commissioner Bevard: all in favor. So voted

The Affordable Assisted Living for Elders will be on the agenda next week.

Howie presented the commissioners with a sick time policy for review.

Commissioner Hounsell motioned to move off the agenda to discuss RSA 29:8-b seconded by Commissioner Babson: motion passed on a 2-1 vote with Commissioner Bevard voting "Nay"

Ken presented the commissioners with the Cybertron IT Contract for signatures.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign the Cybertron contract seconded by Commissioner Babson: all in favor. So voted

Ken presented the commissioners with an organizational chart and the final audit management letter from MelansonHeath.

Commissioner Hounsell motioned to accept MelansonHeath management letter seconded by Commissioner Babson: all in favor. So voted

Hales Location Budget Review

Commissioner Hounsell motioned to raise line #3220 from \$35,000 to \$40,000 and reduce line # 4151 from \$26,201 to \$22,006 the total estimated amount of taxes to be raised \$173,298 seconded by Commissioner Babson: all in favor. So voted

Administrator Updates

Ken presented the commissioners with the following chart showing 2018 budget differences:

| | A | B | C | D | E | F |
|----|-------------------------|----------------------|------------------|------------------|-------------------|-----------|
| 1 | 2018 Budget Differences | | | | | |
| 2 | | | | | | |
| 3 | Line Item # | Department | 2017 Budget \$ | 2018 Budget \$ | Increase/Decrease | % |
| 4 | | | | | | |
| 5 | 4100 | Commissioners | \$ 971,307.00 | \$ 936,131.00 | \$ (35,176.00) | -3.6215% |
| 6 | 4101 | Treasurer | \$ 6,953.00 | \$ 7,937.00 | \$ 984.00 | 14.1522% |
| 7 | 4102 | Special Fees | \$ 722,704.00 | \$ 547,479.00 | \$ (175,225.00) | -24.2457% |
| 8 | 4110 | Attorney | \$ 491,438.00 | \$ 589,109.00 | \$ 97,671.00 | 19.8745% |
| 9 | 4111 | Victim Witness | \$ 58,744.00 | \$ 29,649.00 | \$ (29,095.00) | -49.5285% |
| 10 | 4120 | Registry Of Deeds | \$ 434,521.00 | \$ 488,789.00 | \$ 54,268.00 | 12.4892% |
| 11 | 4140 | Sheriff | \$ 1,563,195.00 | \$ 1,725,956.00 | \$ 162,761.00 | 10.4121% |
| 12 | 4142 | Dispatch | \$ 717,645.00 | \$ 772,430.00 | \$ 54,785.00 | 7.6340% |
| 13 | 4150 | Medical Referee | \$ 17,500.00 | \$ 17,500.00 | \$ - | 0.0000% |
| 14 | 4170 | Admin Bldg | \$ 138,326.00 | \$ 154,469.00 | \$ 16,143.00 | 11.6703% |
| 15 | 4190 | Human Svcs | \$ 5,249,308.00 | \$ 5,250,000.00 | \$ 694.00 | 0.0132% |
| 16 | 4193 | DPW | \$ 217,137.00 | \$ 262,883.00 | \$ 45,746.00 | 21.0678% |
| 17 | 6100 | Jail | \$ 3,634,313.00 | \$ 3,771,430.00 | \$ 137,117.00 | 3.7728% |
| 18 | 8000 | IT | \$ 284,920.00 | \$ 316,993.00 | \$ 32,073.00 | 11.2568% |
| 19 | 8360 | Cooperative Ext. | \$ 236,424.00 | \$ 238,937.00 | \$ 2,513.00 | 1.0629% |
| 20 | 9100 | Interest Expense | \$ 171,137.00 | \$ 77,199.00 | \$ (93,938.00) | -54.8905% |
| 21 | 9160 | Long Term Debt | \$ 537,834.00 | \$ 7,834.00 | \$ (530,000.00) | -98.5434% |
| 22 | 9180 | Regional Appropria | \$ 292,000.00 | \$ 327,750.00 | \$ 35,750.00 | 12.2432% |
| 23 | 9370 | CC Convention | \$ 13,295.00 | \$ 9,278.00 | \$ (4,017.00) | -30.2144% |
| 24 | 9400 | Capital Improvement | \$ 176,000.00 | \$ 652,515.00 | \$ 476,515.00 | 270.7472% |
| 25 | 9500 | MVC Annex | \$ 32,890.00 | \$ 29,478.00 | \$ (3,412.00) | -10.3740% |
| 26 | | | | | \$ 246,157.00 | |
| 27 | | 100 Total | \$ 15,967,589.00 | \$ 16,213,746.00 | \$ 246,157.00 | 1.5416% |
| 28 | | | | | | |
| 29 | | Revenue | \$ 1,296,145.00 | \$ 1,492,600.00 | \$ 196,455.00 | 15.1569% |
| 30 | | | | | | |
| 31 | | Amt. Raised in Taxes | \$ 17,603,592.00 | \$ 17,603,592.00 | | 0.0000% |
| 32 | | | | | | |

| | A | B | C | D | E | F |
|----|-------------------------|-----------------------|------------------|------------------|-------------------|-----------|
| 33 | | | | | | |
| 34 | 2018 Budget Differences | | | | | |
| 35 | | | | | | |
| 36 | Line Item # | Department | 2017 Budget \$ | 2018 Budget \$ | Increase/Decrease | % +/- |
| 37 | | | | | | |
| 38 | | | | | | |
| 39 | | | | | | |
| 40 | 300.5100. | MVC Administration | \$ 2,982,351.00 | \$ 3,041,140.00 | \$ 58,789.00 | 1.9712% |
| 41 | 5130 | Dietary | \$ 1,582,710.00 | \$ 1,655,625.00 | \$ 72,915.00 | 4.6070% |
| 42 | 5140 | Nursing | \$ 5,727,961.00 | \$ 5,988,706.00 | \$ 260,745.00 | 4.5521% |
| 43 | 5150 | Environmental Servs. | \$ 1,281,628.00 | \$ 1,308,580.00 | \$ 26,952.00 | 2.1030% |
| 44 | 5180 | Physician & Pharmacy | \$ 99,300.00 | \$ 101,800.00 | \$ 2,500.00 | 2.5176% |
| 45 | 5190 | Physical Therapy | \$ 135,751.00 | \$ 178,451.00 | \$ 42,700.00 | 31.4546% |
| 46 | 5191 | Recreational Therapy | \$ 401,824.00 | \$ 417,805.00 | \$ 15,981.00 | 3.9771% |
| 47 | 5192 | Social Services | \$ 133,980.00 | \$ 159,511.00 | \$ 25,531.00 | 19.0558% |
| 48 | 5193 | Special Services | \$ 274,950.00 | \$ 276,800.00 | \$ 1,850.00 | 0.6728% |
| 49 | 9100 | Interest Expense | \$ 624,219.00 | \$ 577,219.00 | \$ (47,000.00) | -7.5294% |
| 50 | 9160 | Long Term Debt | \$ 1,175,000.00 | \$ 1,175,000.00 | \$ - | 0.0000% |
| 51 | | Union Holiday Buyback | | \$ 290,675.00 | \$ 290,675.00 | 100.0000% |
| 52 | | 300 Total | \$ 14,419,674.00 | \$ 15,171,312.00 | \$ 751,638.00 | 5.2126% |
| 53 | | | | | | |
| 54 | | Revenue | \$ 11,576,901.00 | \$ 11,449,180.00 | \$ (127,721.00) | -1.1032% |

Ken informed the commissioners that Hope Recovery of NH will be closing 4 out of the 5 facilities.

Commissioner Updates

Commissioner Babson spoke about opening a transitional housing facility in the annex. He will present a proposal for the transitional housing next week.

There was discussion about the maple taps. Commissioners would like Will to give a report on the maple taps.

Non Public – None

***Commissioner Hounsell motioned to go into non-public session 1 Under RSA 91-A:3
Paragraph II (a) 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 meeting and (2) requests that the meeting be open, in
which case the request shall be granted. seconded by Commissioner Babson: motion passed on
a roll call vote: Commissioner Hounsell "Aye", Commissioner Babson "Aye", Commissioner
Bevard "Aye"***

***Commissioner Hounsell motioned to come out of non-public and seal the minutes seconded by
Commissioner Babson: all in favor. So voted***

***Commissioner Hounsell motioned to adjourn seconded by Commissioner Babson: all in favor.
So voted***

**Commissioner Hounsell motioned to adjourn seconded by Commissioner Babson: all in favor.
So voted.**

Minutes Approved on 2/28/2018


Amanda Bevard, Chairman


David Babson, Vice Chair


Mark Hounsell, Clerk

