

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
August 19, 2021

Present: Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Treasurer Joe Costello, Executive Coordinator Mellisa Seamans, Administrative Assistant Laura Morse, MVC Administrator Dierdra Brown, CCHOC Superintendent Sean Eldridge, Ed Comeau (GovernmentOversite.com), Representative Lino Avellani

Absent: Chairman Terry McCarthy

Call to Order 9:10 a.m.

Pledge of Allegiance

Approval of Meeting Minutes

Hold approval of the August 12 minutes to next meeting.

Media Questions

None

Public Comment

None

Manifest

The accounts payable manifest for August 13 was \$172,789.43.

Treasurer Report

No comment on the 2020 financial audit.

Expects the July bank account reconciliations and July budget versus actual report to be completed by August 31.

Department Head Report – CCHOC Superintendent Sean Eldridge

Inmate census today is 76, 15 from Rockingham County. \$153,999 received in boarder income in 2021. Staff member assaulted by an inmate and on medical leave. TRUST and religious services are being offered again. All equipment in for video visitations awaiting installation. New security cameras all installed. Supt. Eldridge presented a contract from Securus Technologies to provide online law library that the inmates can access on their tablets. The County currently has a contract, with no out clause, with Thomson Reuters for their law library. Supt. Eldridge suggests contracting with Securus at no cost to taxpayers, but funded through inmate commissary funds. MAT and medical contract going well. Will attend the August 26 Delegation meeting to present line-item transfer request.

Annual Report

Publication held pending release of the 2020 financial audit.

Personnel Policies

The HR Director has sent out the draft Vacation, Anti-Nepotism, and Pay Classification policies to department heads for review and comment.

Postage Meter Rental

Admin. Asst. Morse presented a request asking the board to approve leasing a postage meter to be housed in the business/finance office. No decision made.

Water System Improvement Study Contract

MOTION: **“To accept the revised schedule from Underwood Engineers”** by Comm’r Tessari, 2nd Comm’r Plache. Passed 2-0

2022 Budget Process

Coord. Seamans prepared and requested approval of the proposed 2022 budget forms and process. Comm’r Tessari voiced approval. Comm’r Plache said beyond salaries, benefits and fuel costs, other costs are well within the control of department heads and the commissioners hope not to see increases. The Regional Appropriations Policy and application is in the works. This policy and the budget process will be further discussed Aug. 26.

Non-Public Session

On a motion by Comm’r Tessari, 2nd Comm’r Plache and a 2-0 roll call vote, the commissioners voted to enter into nonpublic session under NH RSA 91-A:3, II (b). The board reconvened the public meeting and voted to seal the minutes of session 2.

Comm’r Tessari announced the hiring of a legal assistant, Miranda Cloutier, in the County Attorney Office.

Sign-On Bonuses

MOTION: **“The County approve the sign on bonuses for four positions, to be paid out over the course of a year, given the money is in the current budget”** by Comm’r Tessari, 2nd Comm’r Plache. Passed 2-0

Minutes approved on ___August 26, 2021___

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk