

**Carroll County Commissioners Meeting**  
**August 15, 2018**  
**8:30 am**

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

**Others Present at Call to Order:** Register of Deeds Lisa Scott, John Rich, Bob Murray, Jon Ruckenbrod, Rep. Ed Comeau, Rep. Glenn Cordelli

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

**Action of minutes of August 14, 2018** postponed until record is reviewed by County Administrator (CA).

**Public Input – None**

**Register of Deeds Lisa Scott presented information regarding Archival Restoration Project (ARP).** Register Scott shared information with the commissioners (BOC) regarding the existing and future needs of the ARP efforts. The delegation appropriated one hundred thousand dollars (\$100,000) to Deed's archival budget for 2018. At that rate it will take approximately 50 years to complete the ARP.

Should the county convention (CC) authorize the commissioner's to raise five million dollars (\$5,000,000) through bonding in order to complete the project quicker the ARP might be completed in about six years or so. The current interest rate for a ten year bond is 3.5%. The interest cost over the life of the bond would be \$979,513.89.

The current interest rate for a twenty year bond is 4%. The interest cost over the life of the bond would be \$2,119,444.44.

Deed's discussions with Attorney Renelle L'Huillier of Devine Millimet made Deed's aware that an application could be presented to the New Hampshire Municipal Bond Bank (NHMBB) by November 2018. Commission Hounsell (MH) commented that the county convention had not authorized the BOC to pursue a bond. Commission Bevard (AB) expressed her support for restoring the archives. There was concurrence from the BOC on the importance of the task. The BOC took no formal action as this was an informational discussion only.

It is understood that all legal costs, staff time and all other costs associated with the ARP will be from funds appropriated to the Registry of Deeds budget.

**The CA presented the 2017 Carroll County Annual Report.** It is ready to be released for publication.

**Review of policy - Hiring Document.** CA to bring back with changes.

**Mountain View Maintenance Supervisor Bob Murray presented a proposal from Consolidated Communications (nee, FairPoint Communications) regarding the Centrix Plus Service.** Accompanying Mr. Murray were county IT contractor John Rich and Marc Abatiell who is the account manager for Consolidated. Controller Kathy Armstrong joined the CA for the discussion.

Significant disappointment was expressed by Mr. Murray that at the time of the budget preparation the full impact of taxes, fees and other government add-ons to the monthly bill was not fully considered. DB and AB expressed their expectations that Consolidated was responsible to assist the county in identifying all costs before an appropriation request is made. MH requested a spreadsheet identifying all cost related to all agreements.

Controller Armstrong informed the BOC she has repeatedly asked for and has not yet received an understandable bill from Consolidated. There exists a current past due amount of approximately \$17,000. Mr. Abatiell informed the BOC the past due amount needed to be addressed. He was informed to present an understandable invoice and Consolidated Communications would be paid.

No action was taken on the Centrix Plus Agreement.

**Blueberry Coordinator Dale Drew report on the Scout/Blueberry activities.** Mr. Drew reported 46 man hours worked. 35 Quarts of berries. The scouts sold out of berries at the Tamworth Farmers Market. The scouts price was the same as private growers at \$5.95 per quart.

The scout's focus will be on infrastructure improvements (netting and water) and preparing the fields for next year. August 25 will be a scouts workday with members of Troop 150, North Conway and Troop 151, Tamworth.

The scouts are planning a campout for the weekend of September 14,15 and 16. Portable toilets can be provided for latrine purposes.

The BOC expressed satisfaction that the Scouts did what they agreed to do.

**Enactment of policy - Employee Reimbursement Policy.**

**Motion by MH, seconded by Commissioner Babson (DB) it was voted 3-0 to establish the Employee Reimbursement Policy marked with the issue date of 8/2018 in the upper right hand.**

**Elected Officials Salaries.**

**Motion by MH, seconded by DB its was voted 3-0 to rescind all previous actions by the BOC pertaining to elected officials salaries.**

After discussion; **Motion by MH, seconded by DB its was voted 3-1 (AB voted nay) to discontinue discussion of elected officials salaries.**

**Chairman AB declared a recess at 11:05 am.**

**Commissioners reconvened at 11:59 am**

**Review of policy - Anti-Fraud Policy.**

**Motion by MH, seconded by Commissioner Babson (DB) it was voted 3-0 to mark the Anti-Fraud Policy accordingly as *"reviewed with no change"*.**

**Review of Vendor Form.**

**Motion by MH, seconded by Commissioner Babson (DB) it was voted 3-0 to amend the Vendor Form to include a notice informing vendors that a completed and signed Vendor Form must be on file before any payments for goods or services will be made. Further, amend the Vendor Form to use the term *"Sole Proprietor"*.**

CA will submit an amended version for final approval.

**Hales Location.** Information presented regarding septic permit Falcon Lane.

**Yellow Folder** No items for review.

**Audit costs for Eastern Propane and other transactions.** CA reported the cost for the additional audit would be between \$6,500 and \$7,500 for Melanson and Heath, the County Auditors. As of date the County Convention has not appropriated sufficient funds for the additional work. CA to relay this to the Chairman of the County Convention.

**Administrator's Report**

Funding Transfer Requests by CA

**Upon a motion made by DB, seconded by MH it was voted 3-0 to approve funding transfer request #5, dated 8/15/18, of \$90,000 from county line item #300.5140.007, LNA Salary to #300.5140.005, Overtime.**

**Upon a motion made by DB, seconded by MH it was voted 3-0 to approve funding transfer request #6, dated 8/15/18, of \$85,000 from county line item #300.5140.013, Nursing Retirement to #300.5140.023 Nursing Agency.**

**Commissioner's Report**

**Commissioner Babson**

Reviewed letter to Ossipee Selectmen regarding County Farm Road

Reviewed letter to County Convention/Delegation Chairman Mark McConkey.

Led discussion regarding multiple live access to County ATS system. No action taken.

On matter such as the above mentioned discussion with Consolidated Communications

DB spoke of the need to utilize professional review of complicated proposals/contracts.

**Commissioner Hounsell**

No report

**Commissioner Bevard**

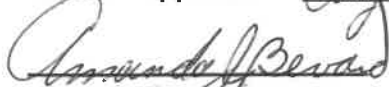
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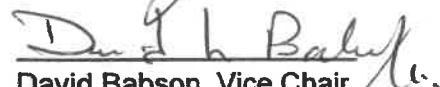
**Public Input**

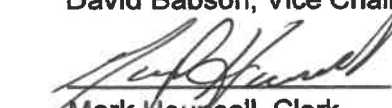
County Treasurer shared the option of having commissioner's review invoices and approving payments of same by signing a manifest, instead of the current practice of commissioners signing each check. No action taken.

Commissioner Babson motioned to adjourn seconded by Commissioner Hounsell: all in favor.  
So voted 12:56 pm

Minutes Approved on Aug 22, 2018

  
Amanda Bevard, Chairman

  
David Babson, Vice Chair

  
Mark Hounsell, Clerk