

Carroll County Commissioners Meeting
August 29, 2018
8:30 am

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

Others Present Bob Murray, Howie Chandler, Lisa Herder, John Ruckenbrod, Terri McCarthy, Daymond Steer

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

Commissioner Hounsell motioned to recess for the purpose of caucusing seconded by Commissioner Babson: motion passed on a 2-1 vote with Commissioner Bevard voting "Nay"

Commissioner Bevard called meeting back to order at 9:50AM

Commissioner Babson called for a moment of silence for John McCain

Commissioner Hounsell motioned to approve the minutes of 8/22/2018 Commissioner Babson seconded for discussion

Commissioner Babson motioned to table the motion until 9/5/2018 seconded by Commissioner Hounsell: all in favor. So voted

Public Input – Daymond Steer

Daymond asked the commissioners to explain their position on the letter they received from Mark McConkey.

Lisa Scott RFP

Lisa presented the commissioners with an RFP for roller shelving.

Commissioner Hounsell motioned to approve the RFP for roller shelving seconded by Commissioner Babson: all in favor. So voted

Ken presented the commissioners with a hiring document for discussion. The commissioners will review it and have more discussion next week.

Howie Chandler & Lisa Herder

Howie presented the commissioners with a Drug & Alcohol Policy for review.

Commissioner Hounsell motioned that the where the word shall is used throughout the document it is changed to will seconded by Commissioner Babson: all in favor. So voted

Howie presented the commissioners with a job description for Assistant Director of Finance for review. The commissioners will review and discuss it again next week.

Howie asked that the scheduler position at MVC have the requirement to be an LPN removed.

Commissioner Hounsell motioned to remove the requirement of LPN from the scheduler position seconded by Commissioner Babson: all in favor. So voted

Ken presented the commissioners with the hiring document for review. Ken informed the commissioners that this policy will not work for the jail. The jail is required to complete criminal background checks before hiring.

Commissioner Babson motioned not to hire anyone at the DOC until the criminal background check and all other requirements have been completed and cleared seconded by Commissioner Hounsell: all in favor. So voted

Commissioner Bevard recessed for a non-meeting at 9:50am

Meeting reconvened at 10:05 am

Howie presented the commissioners with a request for initiatives to address staffing issues at MVC

1. To increase the starting wages of LPN's by \$5.00 per hour
2. To increase the wages of Per Diem LNA's
 - a. \$1.00 per hour increase to those who work 1 weekend per month
 - b. \$2.00 per hour increase to those who work 2 weekends per month
 - c. \$3.00 per hour increase to those who work 3 weekends per month
 - d. \$4.00 per hour increase to those who work 4 weekends per month
3. Hiring and Referral Bonus

Commissioner Babson motioned to implement #2 of the recommendation letter dated 8/24/2018 for 3 months and have a report in the first 2 weeks of January 2019 seconded by Commissioner Hounsell: all in favor. So voted

Commissioner Hounsell motioned to offer \$2,000.00 signing bonus to RN's \$500.00 to be paid on the first payroll \$750.00 after 90 days and the final \$750.00 at 6 months seconded by Commissioner Babson: all in favor. So voted

Administrator Update

Bob Murray reported that there have been service interruptions to the high speed phone lines at the Administration Building, the issue has been resolved.

Ken informed the commissioners that there was MQUIP meeting in Concord and Carroll County was not notified of the meeting.

Siemens will be presenting the findings of the energy audit to the delegation on September 17th.

Commissioner Updates

Commissioner Babson suggested that the county look at a purchasing module with ACS.

Commissioner Hounsell said he appreciates outstanding work of County Administrator Ken Robichaud, Katheryn Armstrong (Financial Controller), Cheryl Laurent (Bookkeeper) and Jessica Landry (Payroll and Benefits Coordinator).

Commissioner Bevard said at the last meeting she expressed her opinion about a law suit and in no way was she speaking for the BOC.

Commissioner Bevard suggested that the County Administrator mail packets to the delegation members. The packet will include the job description and pay for the Administrative Assistant for the Business office.

Commissioner Hounsell motioned to mail a packet to each member of the delegation with the information about the Administrative Assistant seconded by Commissioner Babson: all in favor. So voted.

Hales Location

Commissioner Hounsell motioned to approve check #2186 in the amount of \$1,000.00 to Kathleen Golding for administrative services seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned to approve check #2185 in the amount of \$1,461.45 to the Town of Conway for motor vehicle registrations seconded by Commissioner Babson: all in favor. So voted

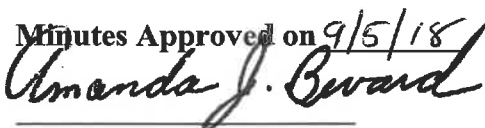
Non Public Minutes

Commissioner Hounsell motioned to approve and unseal the non-public session 1 of 08/22/2018 seconded by Commissioner Babson: all in favor. So voted

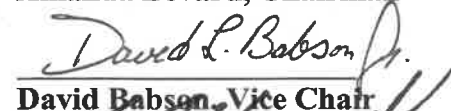
Public Input – None

Media Input – None

Commissioner Bevard declared the meeting adjourned without objection

Minutes Approved on 9/5/18


Amanda Bevard, Chairman



David Babson, Vice Chair


Mark Hounsell, Clerk