

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
**September 25, 2019**

**Meeting convened:** 8:30 a.m.  
**Members Present:** Amanda Bevard (Chair), David Babson (Clerk)  
**Members Absent:** Terry McCarthy (Vice-Chair)  
**Others Present:** Administrator Ken Robichaud, Treasurer Joe Costello, Director of Maintenance Bob Murray, DPW Director Will DeWitte, CCHOC Supt Jason Henry, MVC Administrator Howard Chandler, Finance Director Kathryn Armstrong, Rep. Ed Comeau (governmentoversite.com), Daymond Steer (Conway Daily Sun)  
**Recording Clerk:** Mellisa Seamans

Call to Order  
Pledge of Allegiance

**Approval of Minutes**

**MOTION:** "To approve September 18, 2019 meeting minutes" by Babson, 2<sup>nd</sup> Bevard.  
Passed 2-0.

**Media Questions**

None

**Public Input**

None

**Check Manifest**

Bevard announced the check manifest total of \$359,255.82.

**Award Used Vehicle Bids**

**MOTION:** "To accept the highest bid for each vehicle except the Ford Crown Victoria"  
by Babson, 2<sup>nd</sup> Bevard. Passed 2-0.

The highest bids are as follows:

<u>Vehicle</u>	<u>Last Name</u>	<u>Bid Amount</u>
2007 Dodge Charger	Johnson	\$2,190
2010 Ford Expedition	Asian Auto	\$932.12
2015 Ford Taurus	Myslik	\$5,150.77

The Ford Crown Victoria bids did not meet the minimum bid requirement of \$1,500. Murray will re-advertise the vehicle for three weeks with a minimum bid amount of \$800.

**Plow Truck Request for Proposal**

**MOTION:** "To send out request for proposal for 1-ton plow truck" by Babson, 2<sup>nd</sup> Bevard.  
Passed 2-0.

**CCHOC Line-Item Transfers**

**MOTION:** "To approve line-item transfer #15" by Babson, 2<sup>nd</sup> Bevard. Passed 2-0

**MOTION:** "To approve line-item transfer #16" by Babson, 2<sup>nd</sup> Bevard. Passed 2-0

**MOTION:** "To approve line-item transfer #17" by Babson, 2<sup>nd</sup> Bevard. Passed 2-0

Henry will verify open positions have been posted on campus. Currently, there are three corrections officer positions and one nurse positions available. Henry noted that NH State Prison boarders receive \$1.15 per day of the daily rate receive from the state. The expense line for these payments was created in the 2019 budget cycle (100.6100.055 Offender Compensation).

#### **Medicated Assisted Treatment (MAT) Policy**

Bevard voiced objection to starting inmates on MAT if they are not already on a MAT program prior to incarceration. Bevard stated she will not sign the policy as currently written.

#### **Credit Card Policy**

**MOTION:** "To approve the credit card policy final version as presented September 25, 2019" by Babson. Motion failed for lack of second.

Bevard asked to hold policy approval until McCarthy is present.

#### **2020 Budget Discussions**

Robichaud presented the proposed consolidation of line items. Henry, Chandler, Murray and Armstrong joined the lengthy conversation. Armstrong will create a new draft and present to commissioners at a later meeting.

#### **Short Term Assistance in Finance**

Costello suggested inviting three qualified people to the county to learn about the finance office needs and consider contracting on an on-call basis. Agenda item on hold to October

\*\*\*Recess to non-meeting with legal counsel at 10:59am\*\*\*

**MOTION:** "To go into non-meeting with legal counsel" by Babson, 2<sup>nd</sup> Bevard. Motion passed.

Meeting reconvened at 11:35am.

#### **Prior Minutes**

**MOTION:** "To approve the November 28, 2018 meeting minutes" by Babson, 2<sup>nd</sup> Bevard. Motion passed.

#### **Administrator's Updates**

Robichaud reported a suspicious person outside the administration building on September 20 at 10:30pm. Police response from various agencies. Juvenile individual identified.

#### **Commissioners Update**

None

#### **Tabled Items**

None

#### **Media Questions**

None

#### **Public Input**

Deanna Vallely of Freedom, former employee, said she has filed a complaint that will be heard in Superior Court October 4 and has incurred over \$700 in court and service fees.

#### **Hale's Location**

Kathy Golding sent an email reporting she is back from vacation and:

- is in the process of getting the Hale's PILOT paid directly to them
- is in the process of obtaining bids for ambulance service. Bids are due September 27. She has received two bids and will forward all bids to the county on September 28.

### Non-Public Sessions

**MOTION:** "To go into non-public session as follows:

Session 1 and 2

RSA 91-A:3, 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.

Session 3

RSA91-A:3, II(b) The hiring of any person as a public employee

Session 4, 5, 6, 7

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, 2<sup>nd</sup> Bevard. Passed 2-0 on roll call vote.

**MOTION:** "To come out of non-public session and seal minutes of session 1,2,4,6,7" by McCarthy, 2<sup>nd</sup> Bevard. Passed 3-0.

Adjourn at 1:57 p.m.

Minutes approved on

Oct 2, 2019

Amanda J. Bevard

Amanda Bevard, Chairman

David H. Babson

David Babson, Clerk

Terry McCarthy (Abstain)

Terry McCarthy, Vice-Chairman