

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
**November 13, 2019**

**Meeting convened:** 8:30 a.m.

**Members Present:** Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)

**Others Present:** Treasurer Joe Costello, MVC Administrator Howard Chandler, Ed Comeau (governmentoversite.com), CCHOC Supt. Jason Henry, CCHOC Captain Patrick Batchelder, CCHOC Program Director James Stoddard

**Public Present:** Daymond Steer (Conway Daily Sun), Susan Ticehurst, Catalina Kirsch (Carroll County Coalition for Public Health), Katie Foster (New Futures), Caleb Gilbert (Carroll County Coalition for Public Health), Donald A West, MD (Dartmouth Hitchcock Medical Center), Jennifer Selfridge (Carroll County Coalition for Public Health), Erika Harten (LRGHealthcare Doorway), Corey Gately (LRGHealthcare Doorway), Kimberly Wade (Partnership for Public Health), Chuck Henderson (Representing US Senator Jeanne Shaheen), Henry Klementowicz (ACLU of NH), Patrick Carroll (Representing US Congressman Chris Pappas), Stephen Church (Supt Rockingham County House of Corrections), Knute Ogren, Ari Schechter (ACLU of NH), Jason Garrett

**Recording Clerk:** Mellisa Seamans

Call to Order

Pledge of Allegiance

**Approval of Minutes**

Item passed over.

**Media Questions**

Steer asked if the commissioners had a response to an inmate's claims about the uncleanness of the jail. Babson and Bevard suggested Steer take a tour of the jail. The commissioners are required to inspect the jail at least quarterly and prepare a report. Steer was directed to the county business office for a copy of the latest report.

**Public Input**

Henry asked that the group present be allowed to speak at 10 a.m. regarding MAT (Medication Assisted Treatment) at the jail.

**Check Manifest**

Bevard announced the check manifest week ending November 8 total of \$159,069.46

**Medical Waste Disposal**

**MOTION:** "Award the contract to Med Waste Disposal not to exceed \$170 per quarter" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0.

**Finance Office Aide**

**MOTION:** "To hire Scott Egan of Plodzick and Sanderson, PA of Concord to aid in the finance department" Motion passed 2-1 with Babson opposed.

**MOTION:** "To hire an individual with a finance background for the business office if the consultant finds it necessary" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0.

Costello will contact Egan and request his attendance at the November 20 meeting to discuss specific service he will provide. Costello suggested the commissioners be prepared for that meeting with a listing of their expectations.

#### MVC Scheduling Software

**MOTION:** "To accept Option 2 for the On-Shift scheduling program for MVC and give the chairman permission to sign the contract" by McCarthy, 2<sup>nd</sup> Bevard. Motion passed 3-0.

**MOTION:** "To reconsider the motion" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

**MOTION:** "To award the contract to On-Shift of Cleveland, Ohio for the nursing home scheduling software in the amount of \$14,340 contingent on correcting #21 under General to state New Hampshire law and authorize the chairman to sign the contract" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

#### Bid Opening – Consultant for Affordable Assisted Living

The commissioners received and opened two sealed bids. Chandler was given both bids to review and return with a recommendation. The bids received were RS Consulting (\$25,000) and Ground Floor Partners (\$18,500).

#### Sheriff's Union Negotiation

Babson attempted to attend the meeting November 12, but all other parties were late and there was a mix-up about meeting room availability.

#### HR Generalist Job Description – Bonnie Murley

Murley presented draft copies of the job description. Under advisement.

#### DPW Skidsteer – Will DeWitte

The commissioners informed DeWitte that the delegation executive committee did not approve the line-item transfer for the purchase. That committee had concerns about the weight of the machine and its use on the sidewalks. DeWitte will get more information from the dealer and provide to the commissioners.

#### MVC-Proposed 2020 Revenue

Chandler presented his revenue projections for 2020 at \$11,781,268 (increase 1.6%). Current waitlist is 103 and MVC is at full occupancy.

#### Registry of Deeds – Proposed 2020 Revenue

Scott presented the proposed 2020 revenue projections which the commissioners took under advisement.

#### Treasurer Update

Costello asked for a detailed listing of department bank accounts of the County. He has asked previously for this with no success so asked the commissioners for their assistance. Once he has received the information, he would like to develop a monthly balance log for each account using a template developed by Scott.

#### Non-Public Session

##### Non-public Session 1 and 2 of 4

**MOTION:** "To enter into non-public session under 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" by Bevard, 2<sup>nd</sup> McCarthy. Passed on roll call vote 3-0

Non-public Session 3 of 4

**MOTION:** "To enter into non-public session under 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 Bevard, 2<sup>nd</sup> McCarthy. Passed on roll call vote 3-0.

Non-public Session 4 of 4

**MOTION:** "To enter into non-public session under RSA 91-A:3, II (b) The hiring of any person as a public employee" by Bevard, 2<sup>nd</sup> McCarthy. Passed on a roll call vote 3-0.

**MOTION:** "To seal the minutes of sessions 3 and 4" by Bevard, 2<sup>nd</sup> McCarthy. Passed 3-0

**Public Comment**


Klementowicz, Garrett, Henry, Stoddard and Ticehurst spoke in support of the proposed policy regarding MAT (Medication Assisted Treatment) at CCHOC.

**MOTION:** "To continue MAT at the jail" by Babson, 2<sup>nd</sup> McCarthy for discussion. Motion failed 1-2 with McCarthy and Bevard opposed.

Minutes approved on

Nov 20, 2019

  
Amanda Bevard, Chairman

  
David Babson, Clerk

  
Terry McCarthy, Vice-Chairman