

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
**November 26, 2019**

**Meeting convened:** 8:30 a.m.  
**Members Present:** Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)  
**Others Present:** Administrator Ken Robichaud  
**Public Present:** Daymond Steer (Conway Daily Sun), Ed Comeau (governmentoversite.com)  
**Recording Clerk:** Mellisa Seamans

Call to Order  
Pledge of Allegiance

**Media Questions**  
None

**Public Input**  
None

**Check Manifest**  
Bevard announced the check manifest week ending November 22 total of \$255,961.66

**Auditor RFQ**  
**MOTION:** "To award the three-year audit contract to Melanson Heath not to exceed \$26,500 for 2019, \$27,000 for 2020 and \$27,500 for 2021" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

**RFP-Assisted Living Study**  
**MOTION:** "To award the affordable assisted living study contract to RS Consulting, LLC of Whitefield, New Hampshire not to exceed \$25,000" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

**Avenu Contract**  
**MOTION:** "To accept the three-year Avenu contract at \$21,643.28 for year one, \$20,239.92 for year two and \$20,985.36 for year three" by McCarthy, 2<sup>nd</sup> Babson. Passed 3-0

**Medical Waste Bids – Bob Murray**  
A bid from Advo Waste Medical Services discovered in the business office after the November 13 vote to award the contract to Med Way Waste Disposal.  
**MOTION:** "To sustain the vote to give medical waste contract to Med Way Waste Disposal" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0.  
**MOTION:** "To give permission to the chairman to sign the contract" by Babson, 2<sup>nd</sup> McCarthy. Passed 3-0

**Meeting Room Egress – Bob Murray**

Murray proposed installation of a push bar mechanism to be installed on the door that connects the meeting room and offices. The door would remain locked unless the bar is pushed, and an alarm is triggered. Would serve as second egress from the meeting room in the event of emergency.

**MOTION:** “Instruct maintenance department to install a door alarm on the delegation meeting room not to exceed \$1,100” by Bevard, 2<sup>nd</sup> McCarthy. Passed 3-0

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**Human Resources – Bonnie Murley**

**MOTION:** “To accept the HR Generalist for MVC job description” by McCarthy, 2<sup>nd</sup> Bevard. Passed 3-0

**Line Item Transfer – Lisa Scott**

**MOTION:** “To approve line-item transfer request #27” by McCarthy, 2<sup>nd</sup> Bevard. Passed 3-0

**Hales Location**

**MOTION:** “To approve K Golding’s paycheck for November” by Bevard, 2<sup>nd</sup> McCarthy. Passed 3-0

The Hales Location Tax Collector position is a contractual one, currently on a month-to-month basis. Murley (HR) will be asked to review the job description and advertise the position for the March 2020 to March 2023 contract period.

**Holiday Meeting Schedule**

**MOTION:** “To move the January 1, 2020 commissioners’ meeting to January 2” Passed  
**MOTION:** “To cancel the commissioners’ meeting the week of Christmas” Passed

**Medication Assisted Treatment (MAT)**

Robichaud said the State female prisoners have filed a grievance following the commissioners’ vote on MAT at the jail and the State of NH will pull its female inmates from CCHOC if MAT is not offered. Robichaud said that Rockingham County has threatened to cancel their Carroll County contract as well.

Comeau noted the lack of communication and conflict between the two “sides” regarding the issue of MAT at CCHOC. He encouraged all to come together, something he will facilitate if necessary, to air concerns and come to agreement.

**Non-Public Session**

**Non-public Session 1**

**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 Babson, 2<sup>nd</sup> McCarthy. Passed on roll call vote 3-0.

**Non-public Session 2**

**MOTION:** “To enter into non-public session under RSA 91-A:3, II(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local

or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life” by Bevard, 2<sup>nd</sup> McCarthy. Passed on roll call vote 3-0.

**MOTION:** “To seal the minutes of sessions 1 and 2” by Bevard, 2<sup>nd</sup> McCarthy. Passed 3-0

**2020 Budget**

The commissioners continued approval of the proposed 2020 budget. They will use \$2 million from surplus to offset the 2020 budget. Comeau suggested that the commissioners prepare a budget “needs” versus wants list for the delegation.

**MOTION:** “To request that the delegation chair hold a second public budget hearing prior to finalizing the 2020 budget with the hearing to be held on the Carroll County complex” by Babson, 2<sup>nd</sup> Bevard for discussion. Passed 3-0.

Minutes approved on

12/11/2019

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Amanda Bevard, Chairman

David Babson

David Babson, Clerk

Terry McCarthy

Terry McCarthy, Vice-Chairman