

Carroll County Commissioners Meeting
May 17, 2017
8:30 am

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

Others Present: Jason Henry, Bob Murray, Howie Chandler, Michaela Andruzi, Keith Blair, John Ruckenbrod, Sherry Slanker

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

Commissioner Babson motioned to approve the minutes of May 3rd, 2017 seconded by Commissioner Hounsell: all in favor. So voted

Public Input – None

Work Session

Michaela Andruzi – Introduction

Michaela introduced the new Assistant County Attorney Keith Blair of Wolfeboro

Bob Murray – Contracts

Bob presented the commissioners with two one year extensions to the two Trane contracts. One for MVC in the amount of \$14,967.00 and one for the Jail in the amount of \$5,910.00

If paid in full upfront there is a 3% discount on the MVC contract

Commissioner Babson motioned to accept the 1 year extension to the Trane contract for MVC seconded by Commissioner Hounsell for discussion

Commissioner Babson recommended that Bob Murray try to negotiate a discount for both contracts with the understanding the county would go out to bid on both if the discount is not awarded to each.

Commissioner Hounsell motioned to table the motion on the Trane contracts until the May 24th meeting seconded by Commissioner Bevard: all in favor. So voted

Bob presented a one year service contract with Stroger's for the admin building HVAC in the amount of \$1,514.00

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Commissioner Hounsell motioned to accept the service contract with Strongen's for the admin building HVAC in the amount of \$1,514.00 seconded by Commissioner Babson: all in favor. So voted

Bob presented a one year contract for General Linen in the amount of \$34,476.00 for approval.

Commissioner Hounsell motioned to accept the General Linen Contract in the amount of \$34,476.00 seconded by Commissioner Babson: all in favor. So voted

Ken presented an RFP for Microfilm Services for the Registry of Deed for review.

RFQ for Performance Contracting

The following three bids for Energy Performance Contracting were received

- | | |
|---------------------------------|---|
| 1. Honeywell Building Solutions | 17 Windsor Green Road
Greenland, NH 03840
603-767-8058 |
| 2. Trane U.S., Inc. | 47 Constitution Drive
Bedford, NH 03110
603-263-2060 |
| 3. Siemens Industry, Inc. | 2 International Drive Suite 350
Portsmouth, NH 03801
603-772-1201 |

Commissioner Babson motioned to form a committee consisting of Commissioner Hounsell, County Administrator Ken Robichaud, Bob Murray, The Finance Director and a member of the delegation to study the RFQ's and recommend a company for performance contracting service Seconded by Commissioner Hounsell: all in favor. So voted

Ken presented the commissioners with the Q1 revenue for their review

Commissioner Hounsell asked Ken for a breakdown of the town taxes and which towns collect taxes biannually.

The commissioners discussed the Sheriff's Forestry Agreement and would like to talk to Domenic.

Commissioner Babson motioned to table the discussion of the forestry agreement until next week seconded by Commissioner Hounsell: all in favor. So voted

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The Commissioners were presented with a maintenance contract for the registry of deeds in the amount of \$688.00 from Twin Rivers Office Machines, Inc.

Commissioner Hounsell motioned to accept & sign the Twin Rivers Office Machine maintenance agreement in the amount of \$688.00 seconded by Commissioner Babson: all in favor. So voted

Ken announced the resignation of County Finance Director Chuck Stuart. The commissioners thank Chuck for his work at the county and wish him the best in his retirement.

Ken presented the commissioners with a Corporate Resolution (victim witness grant) for signature.

Commissioner Hounsell motioned that Commissioner Bevard as chairman is duly authorized, by majority vote of BOC to enter into contracts or agreements on behalf of Carroll County with the State of NH and any of its agencies or departments and further is authorized to execute any documents which may in their judgment be desirable or necessary to effect the purpose of this vote, seconded by Commissioner Babson: all in favor. So voted

Line Item Transfer

Ken presented the commissioners with a line item transfer

Line item #1 5/17/2017 \$800.00

From Line # 100.4100.070 Commissioners Travel

To Line # 100.4101.070 Treasurers Travel

Commissioner Hounsell motioned that the commissioners sign Line item transfer # 1 for \$800.00 from line # 100.4100.070 Commissioners Travel to line # 100.4101.070 Treasurers Travel seconded by Commissioner Babson: all in favor. So voted

Hales Location

Commissioner Hounsell motioned to sign the Hales Location DRA form MS232 seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned to grant the application for Veterans Tax Credit for Thomas Marcello of Hales Location, seconded by Commissioner Babson: all in favor. So voted

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***Commissioner Babson motioned to grant an application for Veterans Tax Credit for Peter Magg of Hales Location, seconded by Commissioner Hounsell: all in favor. So voted
Commissioner Hounsell motioned to sign check # 2116 to Cartographic Associates in the amount of \$14.90 seconded by Commissioner Babson: all in favor***

Commissioner Hounsell motioned to sign check # 2115 to Avitar in the amount of \$15.00 seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned to sign check # 2114 to the Town of Conway in the amount of \$1,360.00 for collection activities related to motor vehicle registrations seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned to go into non-public session 1 Under RSA 91-A:3 Paragraph II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself.

Session II Under RSA 91-A: 3 Paragraph 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, 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

Seconded by Commissioner Babson: motion passed on a roll call vote Commissioner Hounsell "Aye", Commissioner Babson "Aye" Commissioner Bevard "Aye"

Commissioner Babson motioned to come out of non-public and seal the minutes seconded by Commissioner Hounsell: all in favor. So voted

Commissioner Hounsell motioned to adjourn seconded by Commissioner Bevard: all in favor. So voted

Un-Posted Meeting May 17, 2017 at 1:45 pm

The Commissioners held an un-posted emergency meeting in the finance office lunch room

Present: Commissioner Bevard, Commissioner Babson, Commissioner Hounsell, Domenic Richardi

Commissioners discussed the USDA Agreement with the Sheriff for Law Enforcement services in the Nation Forest. Commissioner Babson is concerned with the additional cost of court activities in the event of an arrest.

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Commissioner Hounsell motioned to approve and sign the agreement with the USDA, Forest Service White Mountain National Forest seconded by Commissioner Babson: motion passed on a 3-0 vote

Minutes Approved on _____

Amanda Bevard, Chairman

David Babson, Vice Chair

Mark Hounsell, Clerk