

Carroll County Commissioners Meeting
March 1, 2017
8:30 am

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

Others Present: Chuck Stuart, Howie Chandler, Bob Murray, John Ruckenbrod, Denis Gagne, Joe Costello, Kathy Vizard, Wynette DeGroot

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

Approval of Minutes

Commissioner Hounsell motioned to approve the minutes of February 22, seconded by Commissioner Babson: all in favor. So voted

Public Input - None

Work Session

Chuck Stuart – TAN

Chuck presented the commissioners with the TAN documents for signatures.

TAN # 1 \$7.1 million at 1.4% (tax exempt)

TAN # 2 \$6.8 million at 1.89% (taxable) if needed

Vehicle Log

Members of the delegation inquired about a log for the county vehicle usage. Currently use of the county car is logged on a calendar in the finance office.

The commissioners would like Ken to establish a log for the county car. In addition to the log the commissioners would like Ken to create a policy for use of county car.

Commissioners Correspondence

Commissioners will review correspondence at the weekly meeting. The correspondence will go into a binder in the office and be available for the public.

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Denis Gagne – Vice President Wholesale - Eastern Propane

Denis presented the commissioners with a bid for propane. The current propane contract expires at the end of March 2017.

Commissioner Babson motioned to accept the proprietary quote from Eastern Propane dated February 27th, 2017, with service dates April 2017 to September 2018, with the surcharge & transportation fees removed. At the price of \$1.0785 for 275,000 gallons seconded by Commissioner Hounsell: motion passed on a roll call vote, Commissioner Hounsell “Aye”, Commissioner Babson “Aye”, Commissioner Bevard “Nay”

Commissioner Babson 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. Seconded by Commissioner Hounsell: all in favor. So voted

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

Commissioner Hounsell motioned to seal the minutes of session 1 March 1st 2017 seconded by Commissioner Babson: all in favor. So voted

Hales Location Budget Review – Kathy Vizard

Kathy discussed the proposed budget with the commissioners. Kathy will set up a meeting in Hales Location for the commissioners to review the budget with the residents.

Commissioner Bevard motioned to approve the Hales Location budget with Appropriations of \$215,469 and Revenue of \$42,171 seconded by Commissioner Babson: motion passed 2-0 with Commissioner Hounsell recusing himself.

Commissioner Hounsell recused himself because of the school budget of \$66,346. Commissioner Hounsell is on the school board of SAU 9

Budget Cuts – DPW

Commissioner Hounsell stated that he appreciates all the hard work everyone put into the budget.

Commissioner Hounsell presented the following proposals:

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Proposed Adjustments to The DPW Budget #1

Commissioner Mark Hounsell

March 1, 2017

Description	Amount	Adjust	Revised
Overtime	5,800.00	(5,799.00)	1.00
Salary	95,088.00	(95,087.00)	1.00
Social Security	6,255.00	(6,254.00)	1.00
Retirement	11,396.00	(11,395.00)	1.00
Unemployment	0.00	0.00	0.00
Education & Conferences	500.00	(499.00)	1.00
Medical Expenses	1,463.00	(1,462.00)	1.00
Water Testing	9,000.00	(8,999.00)	1.00
Supplies	4,500.00	(4,499.00)	1.00
Office Supplies	250.00	(249.00)	1.00
Dues/Licenses/Subscriptions	250.00	(249.00)	1.00
Postage	175.00	(174.00)	1.00
Uniforms	400.00	(399.00)	1.00
Electric	7,300.00	(7,299.00)	1.00
Gasoline	4,500.00	(4,499.00)	1.00
Septic Removal	16,000.00	(15,999.00)	1.00
Diesel Fuel	4,000.00	(3,999.00)	1.00
Advertisement	2,500.00	(2,499.00)	1.00
Telephone	4,000.00	(3,999.00)	1.00
Travel Expenses	1.00	0.00	1.00
Vehicle Equipment Lease	9,759.00	(9,758.00)	1.00
Vehicle Expenses	2,000.00	(1,999.00)	1.00
Sand/Salt	12,000.00	(11,999.00)	1.00
Chemicals	1,500.00	(1,499.00)	1.00
Generator Expense	12,000.00	(11,999.00)	1.00
Maintenance Repairs	8,000.00	(7,999.00)	1.00
Equipment Repairs	7,000.00	(6,999.00)	1.00
New Equipment	1,500.00	(1,499.00)	1.00
OTHER	<u>0.00</u>	<u>217,110.00</u>	<u>217,110.00</u>
Total DPW	227,137.00	(10,000.00)	217,137.00
Convention's Appropriation	217,137.00		217,137.00
Delta	(10,000.00)		0.00

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Proposed Adjustments to The DPW Budget

#2

Commissioner Mark Hounsell

March 1, 2017

Description	Amount	Adjust	Revised
Overtime	5,800.00		5,800.00
Salary	95,088.00	(6,300.00)	88,788.00
Social Security 7%	6,255.00	(40.00)	6,215.00
Retirement 11%	11,396.00	(1,630.00)	9,766.00
Unemployment	0.00		0.00
Education & Conferences	500.00	(15.00)	485.00
Medical Expenses	1,463.00		1,463.00
Water Testing	9,000.00		9,000.00
Supplies	4,500.00		4,500.00
Office Supplies	250.00		250.00
Dues/Licenses/Subscriptions	250.00	(15.00)	235.00
Postage	175.00		175.00
Uniforms	400.00		400.00
Electric	7,300.00		7,300.00
Gasoline	4,500.00		4,500.00
Septic Removal	16,000.00		16,000.00
Diesel Fuel	4,000.00		4,000.00
Advertisement	2,500.00	(2,000.00)	500.00
Telephone	4,000.00		4,000.00
Travel Expenses	1.00		1.00
Vehicle Equipment Lease	9,759.00		9,759.00
Vehicle Expenses	2,000.00		2,000.00
Sand/Salt	12,000.00		12,000.00
Chemicals	1,500.00		1,500.00
Generator Expense	12,000.00		12,000.00
Maintenance Repairs	8,000.00		8,000.00
Equipment Repairs	7,000.00		7,000.00
New Equipment	1,500.00		1,500.00
Purchase Resale	0.00		0.00
Total DPW	227,137.00	(10,000.00)	217,137.00
Convention's Appropriation	<u>217,137.00</u>		<u>217,137.00</u>
Delta	(10,000.00)		0.00

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The commissioner will review DPW budget adjustments next week.

Drug Court

Commissioners discussed the denial of federal grant for drug courts. It is possible that some costs may shift to the county. Ken will invite Alex Casale (NH Drug Court Coordinator) to come to next week's meeting and give an update.

Exit Interviews – Wynette DeGroot

Wynette presented the commissioners with an overview of the exit interviews from 2016

Terminations & Hires – Howie Chandler

Commissioners reviewed the terminations and hires from 2016

White Horse – MOU

Commissioners reviewed the MOU from White Horse. Some changes will be made and the commissioners will look at it again next week.

Yellow Folder

The commissioners signed the following checks for Hales Location:

1. Fairpoint Communications	#2107	Phone Bill	\$ 145.73
2. Kathleen Vizard	#2109	Payroll	\$1,333.33
3. Kathleen Vizard	#2110	Mileage	\$ 25.68
4. Avitar Associates	#2108	Software	\$1,252.00

Commissioner Hounsell motioned to authorize Commissioner Bevard to sign on behalf of Hales Location Check #s 2107 Fairpoint \$145.73, 2108 \$1352.00 Avitar, 2109 \$1,333.33 Kathy Vizard, 2110 \$25.68 Kathy Vizard seconded by Commissioner Bevard: all in favor. So voted

Administrator Update

The sub-committee for DPW met at 8:15 am on Monday February 27th at this meeting \$10,000 was cut from the budget, the commissioners will decided what lines will be cut. There was also \$10,000.00 put into the contingency fund for a feasibility study.

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MWV Leadership Class will be touring the county complex in mid-May.

Ken presented the commissioners with a letter to the NHAC Certification Board, in support of Jason.

Commissioner Hounsell motions that the commissioners sign the letter to NHAC in support of Jason Henry for a position on the certification board seconded by commissioner Babson

Motion and second withdrawn. Corrections will be made to the letter and the commissioners will review it again next week

Commissioner Babson motioned to go into non-public session 2 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. Seconded by Hounsell: motion passed on roll call vote Commissioner Hounsell "Aye", Commissioner Babson "Aye", Commissioner Bevard "Aye"

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

Minutes Approved on _____

Amanda Bevard, Chairman

David Babson, Vice Chair

Mark Hounsell, Clerk