

**County of Carroll**  
**Carroll County Delegation**  
**September 25, 2017 9 a.m.**  
**Carroll County Administration Building – Ossipee**

**Representatives Present:**

Mark McConkey	Lino Avellani	Karen Umberger
Bill Nelson	Jerry Knirk	Glenn Cordelli
Edie DesMarais	William Marsh	Ed Comeau
Frank McCarthy	Clerk Ed Butler	Gene Chandler

**Representatives Absent:**

Stephen Schmidt	Tom Bucu	Karel Crawford
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**Commissioners Present:**

Amanda Bevard	David Babson
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**County Staff Participating:**

County Administrator Ken Robichaud	Steve Briden – Asst County Attorney
Mountain View Admin. Howard Chandler	CCHOC Superintendent Jason Henry

**Recording Clerk:** Mellisa Seamans

Call to order at 9:06 a.m. with Pledge of Allegiance.

**Chairman Remarks:**

Rep. McConkey congratulated the following county employees who were honored this month at the New Hampshire Association of Counties annual conference:

- Ken Robichaud – County Administrator of the Year
- Jason Henry – Jail/HOC Superintendent of the Year
- Michaela Andruzzi – County Attorney of the Year
- Chris Delisle – Nursing Home Employee of the Year
- Dean Perry – Jail/HOC Employee of the Year

**Public Comment:** None

**Jail/HOC Update (Supt. Henry):**

Twenty-eight inmates have gone through the TRUST program since its inception in September 16 and none have reoffended. Exit strategies are being created for all inmates. County has been awarded Second Chance Act grant of \$200,000 to use towards half-time licensed alcohol and drug counselor (in partnership with Northern Human Services) and half-time case manager that may be a grant-dependent county employee. As grant funding runs out will need to reassess to determine if the case manager should become a county-funded position. When inmates are released they are enrolled in expanded Medicaid and staff assist with setting first appointments with physicians.

**County Attorney's Office (Atty. Andruzzi):**

Caseload has increased significantly and there is a need for a full-time judge. In 2015 there were 122 opened cases; 2016, 194; and to date in 2017, 298. There have been 215 Felonies First referrals since April 1. The office has started conducting trainings for law enforcement agencies. Plea

bargaining is done most often with drug cases and, in turn, defendants are getting the help they need. Caseload is based on National District Attorney's Association recommendations, though Carroll County attorneys carry a much higher caseload. Rep. McCarthy said that at a recent meeting in North Conway, the police had "nothing but accolades" for the county attorney's office. Rep. McCarthy said the law indicates county attorneys *shall* prosecute or defend any suit in which the County is interested and asked why the office is not providing these legal services. Rep. Cordelli asked that the office review County contracts. Atty. Andruzzi said her staff is experienced in criminal law not civil. Providing legal services to the county may be considered in the future but her office does not have the resources now to competently handle that extra work. The office is now fully staffed. Atty. Andruzzi acknowledged there was a lot of turnover in administrative staff this year. The State has put out an RFP for drug court counseling services and proposals are being reviewed. The drug court program is expected to be up and running by the end of this year.

### **County Administrator Updates (Ken Robichaud)**

#### NH Department of Labor

NHDOL inspectors were onsite for a year and presented a final report with 500 violations and a proposed fine of \$48,000 plus reimbursements to county employees for unpaid shift differential and overtime. The newly hired MVC Staff Advocate created a plan of correction and presented to NHDOL thus resulting the fine to \$600. Rep. Cordelli said legislation is being filed this year to study administrative rules to determine if minor infractions should count as violations. As requested, Rep. Cordelli was given a copy of the staff advocate job description.

#### Kronos Timekeeping System

Processing payroll with Kronos continues to be a problem every week. It was never set up correctly and, as a result has never worked correctly. The commissioners are considering a proposal for contracting with a company to outsource payroll processing. Rep. Cordelli suggested Kronos representatives be brought into a commissioner's meeting to explain why their software is not working. Rep. Comeau said if Kronos is not living up to their contract the county should get a refund.

#### Performance Audit

Commissioner Bevard agreed to provide a written report addressing the recommendations of the performance audit and DRA evaluation. Rep. Umberger asked specifically that the report address how decentralizing the human resources department has addressed all of the HR concerns.

#### Premium overpayments

To date, the county has been reimbursed \$41,292 in medical premium overpayments and \$1,358 in dental premium overpayments. Mr. Robichaud explained the follow-up process finance staff are now following to ensure employees who are no longer eligible for these benefits are removed from the plans.

#### 2016 Audit

The 2016 audit should be received by the end of this month. Commissioner Bevard said the next auditing contract will have starting and completion dates. Rep. McCarthy has submitted legislation that County audits must be initiated within 60 days of the close of the fiscal year and be completed within 150 days.

#### Farm Revenue

There are 2-3,000 bales of uncommitted hay in the barn. Mr. DeWitte said the hay is not being delivered as quickly this year because a staff position was cut from the budget. Rep. McConkey asked that Mr. DeWitte sell the remaining hay now to free up space in the barns. It was suggested the hay be advertised for sale. Dewitte explained the financial advantages of the proper timing of the cutting and sale of hay. Midwinter sales can bring premium pricing and support local agriculture.

Rep. McConkey said there is a disconnect in getting information freely passed between the commissioners' office and the delegation. He would like a written response if there is requested information the commissioners cannot provide.

#### **Granite Shield Grant**

**MOTION: "To accept \$20,000 grant from NH Department of Safety Granite Shield program"** by Rep. McCarthy, 2<sup>nd</sup> Rep. Umberger. Motion passed 11-1 with Rep. Comeau opposed. Rep. Comeau asked for the opportunity to review the grant documents prior to the call for a vote.

#### **Energy Audit**

County Commissioners have contracted with Siemens to complete an energy audit with recommendations. Siemens will look at lighting, HVAC, and "Anything that consumes energy and costs us money". Mr. Robichaud said any capital improvements recommended will be funded by the energy cost savings.

#### **County Lands Committee**

Rep. Chandler asked that it be conveyed to attendees at the County Lands Committee listening sessions that neither the current nor previous delegations have ever discussed selling any county-owned land.

#### **MVC Subcommittee**

Rep. Nelson reported the committee met and voted to recommend \$10,000 be spent from the MVC budget for an assisted living feasibility study that would (at a minimum):

1. Review all demographic assumptions and predictions
2. Evaluate the potential of a public/private partnership to meet this need
3. To evaluate the financial feasibility of targeting a payor mix that is 50% Medicaid
4. To evaluate the potential impact of any initiative considered on Carroll County taxpayers

**MOTION: "To table this discussion"** by Rep. Umberger, 2<sup>nd</sup> Rep. Chandler. Motion passed 8-4 with Reps. Butler, DesMarais, Knirk and Marsh opposed. Rep. McConkey noted this request will be considered in the 2018 budget.

**Hot Water**

There is \$65,000 in the 2017 budget for boiler replacement at the Annex. The commissioners have approved installing an ozone system for the laundry instead with a small hot water heater for handwashing.

**Minutes**

A motion to approve the August meeting minutes with corrections passed.

**Convention**

Motions passed to move into Convention, to ratify all previously made motions during this meeting, and to move out of convention.

**Public Comment**

None

Adjourn 11:07am

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Minutes approved by majority vote on \_\_\_\_\_

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Rep. Ed Butler, Clerk