

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
January 22, 2020

Meeting convened: 9:00 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)
Others Present: Treasurer Joe Costello, MVC Administrator Howard Chandler
Public Present: Ed Comeau (governmentoversite.com), Daymond Steer (Conway Daily Sun)
Recording Clerk: Mellisa Seamans

Call to Order
Pledge of Allegiance

Approval of Minutes

MOTION: "Approve the minutes of January 15, 2020" by Babson, 2nd McCarthy. Passed

MOTION: "Approve the minutes of January 22, 2020" by McCarthy, 2nd Babson. Passed

Media Questions

Steer asked what it means that the commissioners are doing the day-to-day operations and how it is going without an administrator. Bevard explained that daily tasks (line-item transfers, meetings, etc.) are being handled.

Public Input

None

Check Manifest

Bevard announced the check manifest for the week ending January 17, 2020 of \$696,845.21 for 2019 invoices and \$316,298.67 for 2020 invoices.

Work Session

MOTION: "Have Mellisa prepare the minutes for July 17, 2019 and be paid at the weekly rate for doing the minutes" by Babson, 2nd McCarthy. Passed 3-0.

RFP Broda Chairs – MVC Administrator Howard Chandler

Specialized chairs for residents who cannot clinically be safe in traditional wheelchair. The commissioners approved the presented request for proposals dated January 20, 2020.

Proclamation – MVC Staff Appreciation

Chandler presented a proposed proclamation for the commissioners to read at the January 24 employee appreciation luncheon.

Line-Item Transfers

MOTION: "To approve line-item transfer 55" by Babson, 2nd McCarthy. Passed 3-0
McCarthy thanked Chandler for again providing written explanation of the transfer request.

MOTION: "To approve line-item transfer 54" by McCarthy, 2nd Babson. Passed 2-1

Commissioner's Update

Website Hosting Contract - CivicPlus

McCarthy has contacted CivicPlus and a representative is willing to attend a commissioners' meeting though no date is yet set.

Medication-Assisted Treatment (MAT)

McCarthy presented a proposed redraft of the MAT policy for CCHOC, based on advice and consultation with NH ACLU. McCarthy offered copies of the draft to anyone interested once additions and corrections are made. The board will discuss at future meeting. Comeau suggested a list of approved providers be added to the policy.

UNH Cooperative Extension

Babson attended the advisory council meeting. The program related to the economic effects of the timber industry in the state. Babson will look for the memorandum of understanding between the County and Arthur Wood regarding crossing County property for timbering and his promise to provide a truckload of wood to the County as payment.

Hale's Location

Babson received a phone call from a Hale's Location Association regarding obtaining a tax identification number. Either Costello or Babson will call him back for clarification.

Treasurer's Report

Costello reported that Scott Egan (Plodzick and Sanderson) continues his work, starting to put together a flow chart and ways to streamline finance office operations. Costello is pleased with his work.

According to Sheryl Burke (Melanson and Heath) if goods are received in 2019 but the invoice arrives in 2020, the cost should be posted to 2019 budget.

Costello noted the county does not have a current cash flow problem, but he does not want to wait until that happens to obtain a TAN (tax anticipation note).

MOTION: Authorize the treasurer to negotiate a 2020 tax anticipation note not to exceed \$17 million" by Babson, 2nd McCarthy. Passed 3-0

Bevard agreed to accompany Costello to the finance office for clarification about the current process for preparing the weekly checks for signature and the related delays.

Media Questions

Steer asked for the gist of what McCarthy is trying to accomplish with the proposed MAT policy. She agreed the goal is to put enough safeguards in place to for proper administration of induction and MAT.

Non-Public Session

Non-public Session 1

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 Babson, 2nd McCarthy. Passed on roll call vote 3-0.

Non-public Session 2,3,4,5

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

Non-public Session 6

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, 2nd McCarthy. Passed on roll call vote 3-0.

On a unanimous voice vote, the commissioners re-entered public session.

MOTION: "To seal the minutes of session 6" by Bevard, 2nd McCarthy. Passed 3-0

Bevard announced that the commissioners approved the hiring of Stephanie Beckwith (housekeeping), Abigail Williams (nursing) and Saige Baker (nursing) at MVC. Bevard noted that the commissioners cancelled Session 1 because related paperwork was not ready for the meeting.

Meeting adjourned.

Minutes approved on

Jan 29, 2020
Amanda J. Bevard

Amanda Bevard, Chairman

David L. Babson

David Babson, Clerk

Terry McCarthy

Terry McCarthy, Vice-Chairman