

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
January 6, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Executive Coordinator Mellisa Seamans (remote), Treasurer Joe Costello, CFO Fergus Cullen, Register Lisa Scott (remote), County Attorney Michaela Andruzzi, Sheriff Domenic Richardi, Maintenance Director Bob Murray (remote), MVC Administrator Howie Chandler (remote), Ed Comeau (GovernmentOversite.com), HR Director Christopher Heroux

Called to Order: 9:10am

Public Comment

Dir. Murray welcomed the new commissioners.

Media Questions

None

Manifest Approval

Unavailable.

Approval of Meeting Minutes

Chmn. McCarthy consulted former commissioners Amanda Bevard and David Babson who had no corrections or additions to the December 30 meeting minutes. Chmn. McCarthy will sign to accept the minutes.

CFO Weekly Report – Fergus Cullen

CFO Cullen distributed his weekly written report. He will be preparing a formal proposal regarding the possible refinancing of the nursing home. He is also investigating the possibility of bonding the \$5 million registry of deeds record restoration project.

Treas. Costello asked for the status of the bank account reconciliation. The reconciliations are complete through December 2019. Having received the beginning 2020 balance this week from the auditor, work will begin on the 2020 reconciliations.

Comm'r Plache asked when the 2020 books will be closed. The target is February with 2020 audit completion by June or sooner.

Department Head Report – County Attorney Michaela Andruzzi

Jury trials are scheduled later this month. Pandemic has greatly increased workload. Domestic violence unit is much busier than anticipated. Comm'r Tessari asked if she has any special requests to help with workload. Having to be split into two teams due to limited office space and inability to social distance creates additional challenges. Have started using new software to do electronic discovery. Hiring to fill a vacant paralegal position and office space needs are her priorities.

Cruiser Bids – Sheriff Domenic Richardi

Sheriff Richardi presented bids from the State of NH bid list (\$28,238 each), Crest Auto World in North Conway (\$28,208 each) and Tri-City Dodge in Somersworth (\$30,716). Comm'r Tessari noted she agrees with the sheriff's recommendation to award the purchase of the two cruisers to a local company, Crest. A deputy installs the cruiser equipment to save money.

MOTION: "To allow the sheriff to purchase the vehicles under the Crest Auto World estimate" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

Treasurer's Report – Joe Costello

The 2020 tax-anticipation note has been paid in full. Invoices will be going to each of the five towns that did not pay their County tax bill by December 17.

MOTION: "To authorize the treasurer to sign the Hale's Location checks" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

NH Association of Counties Appointment

Comm'r Plache agreed to appointment to the NHAC Executive Committee.

Executive Coordinator – Mellisa Seamans

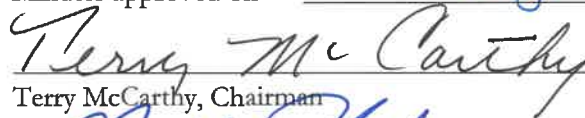
Coord. Seamans welcomed the new commissioners and reminded all of the Delegation meeting on January 11. She then yielded her time to Admn. Chandler so he could offer welcoming remarks to the new commissioners as well. He informed the board that today staff and residents are receiving the first round of Covid vaccines.

Non-Public Session

On a motion by Comm'r Tessari, 2nd by Comm'r Plache and a 3-0 roll call vote, the commissioners voted to enter into nonpublic sessions under NH RSA 91-A:3, II (c). The board reconvened and voted to seal the minutes.

Comm'r Tessari noted, for the record, that she did not attend the non-public session.

Minutes approved on January 13, 2021


Terry McCarthy, Chairman


Matthew Plache, Vice-Chairman


Kimberly Tessari, Clerk