

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
February 17, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Executive Coordinator Mellisa Seamans, Treasurer Joe Costello, CFO Fergus Cullen, Ed Comeau (GovernmentOversite.com), Rep. Lino Avellani (remote), Rep. Jonathan Smith (remote), Sheriff Domenic Richardi, MVC Administrator Howard Chandler, HR Director Christopher Heroux, Daymond Steer (Conway Daily Sun-remote), Kate Horgan and Danielle Duchesne of Dupont Group

Called to Order: 9:00 am
Pledge of Allegiance

Public Comment
None

Media Questions
Mr. Steer asked how the search for a new nursing home administrator is going. Chmn. McCarthy responded that the application period remains open and two applications have been received. A hiring committee will be formed.

Chmn. McCarthy reported that as of last week, the jail is covid-free. Comm'r Plache will be writing a letter to the State about the instances of false positives. Mr. Steer requested a copy of the letter when sent.

Manifest Approval
The manifest total for week ending February 1, 2021 - \$78,058.60 and February 10, 2021 - \$181,107.80

Approval of Meeting Minutes

MOTION: "To approve the February 15, 2021 meeting minutes" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

MOTION: "To approve the February 11, 2021 meeting minutes" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

Department Head Report – Sheriff Domenic Richardi

Deputies that chose to receive the covid vaccine have received their second dose. Dispatchers received first round and second next week. Town police and state police agencies have vacancies, adding additional call for the sheriff's department. Evictions have slowed down but do continue.

Sheriff Richardi was asked his perspective on the commissioners changing the eligibility for personal days to include part-time employees that work 16 hours per week. He does not offer this benefit to part-time employees. Typically, employees who work part-time are retired or have other full-time jobs. Allowing benefits for part-timers creates animosity and would require use of overtime to fill the shifts.

Finance Department Report

CFO Cullen presented his weekly written report.

Chmn. McCarthy asked how many people can attend the Avenu accounts payable module training. CFO Cullen said the training is a "train the trainer" and recommends limiting it to two or three employees. He

CFO Cullen intends for the 2020 books to close at the end of February.

Treas. Costello noted the accounts payable this week includes invoices signed approved by the department heads and this batch is much better than in weeks' past.

Tuition Reimbursement Policy

The board voted to approve this policy on February 15. A final version for signature was presented for review and signature. Chmn. McCarthy noted that the nursing home has an internal policy for education reimbursement. Signing this policy is on hold pending receipt of the MVC policy.

Covid Travel Guidance

Dir. Heroux reviewed the CDC original guidance and recent updates. Employees travelling outside New England are required to quarantine on return for 10 days. There is an opt out with negative covid test.

NH Association of Counties Conference

Carroll County is the host of the 2021 conference to be held at North Conway Grand Hotel during the first week of November. The affiliate presidents give input into relative and timely educational offerings. Ms. Horgan and Ms. Duchesne presented options for Carroll County to coordinate the conference or to have Dupont Group handle this. The commissioners agreed the conference should feature Carroll County, that Dupont Group can take charge of the planning and organization, and that the commissioners want to have input throughout the process. Chmn. McCarthy asked Dir. Heroux to obtain a list of all Carroll County employees who have received the NHAC awards in the past few years.

MOTION: "To have the Dupont Group handle the 2021 NHAC Conference" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Avenu Finance Software

In July 2020, training on the new modules was going to be for several people. Comm'r Tessari concerned discussed in July 2020 but still not done. Training for accounts payable and purchasing order modules free, included in the contract. Chmn. McCarthy has been told there has been pushback, that certain people do not think others should have the training. Comm'r Tessari understands the 2020 bill for Avenu has not been paid and has not been encumbered. Mr. Comeau asked if a member of the delegation could have access to the webinar training. Coord. Seamans noted the software has been installed on her computer for access for the treasurer, delegation members, etc. who may be interested in viewing financial data. Chmn. McCarthy held further conversation on this to non-public session.

Non-Public Sessions

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 (a).

The board reconvened and voted unanimously to seal the minutes of all five sessions.

Commissioners and Comments and Reports

Chmn. McCarthy read a letter from Ossipee resident Joy Gagnon, expressing appreciation for the care her father receives at the nursing home.

Chmn. McCarthy announced that the board voted to promote Leslie Heaton to the position of Human Resources Director at Mountain View Community.

Farewell to Howard Chandler

The commissioners presented MVC Administrator Howard Chandler with a plaque noting gratitude for his “visionary guidance, exceptional leadership and unconditional commitment to Carroll County”

Minutes approved on Feb 24, 2021

Terry McCarthy
Terry McCarthy, Chairman

Matthew Plache
Matthew Plache, Vice-Chairman

Kimberly Tessari
Kimberly Tessari, Clerk