

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
February 24, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Executive Coordinator Mellisa Seamans, Treasurer Joe Costello, Ed Comeau (GovernmentOversite.com), Sheriff Domenic Richardi, HR Director Christopher Heroux

Pledge of Allegiance

Public Comment

Mr. Comeau said the vote to seal the non-public meeting minutes at the February 17 meeting was not recorded on film. Mr. Comeau noted that emails he has sent to the County appear to have been blocked.

Media Questions

None

Manifest Approval

The manifest total for week ending February 17, 2021 - \$370,929.25

Approval of Meeting Minutes

MOTION: "To approve the February 17, 2021 meeting minutes" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Department Head Report – HR Director Christopher Heroux

Dir. Heroux listened to a NH House Bill hearing on disparagement clauses in settlement agreements. NH Association of Counties opposes this. The search for a new MVC Administrator continues with MVC HR Director Leslie Heaton and staff taking the lead. To date, seven applications received. Dir. Heroux asked if the commissioners are still interested in appointing a media contact to speak on behalf of the County.

MVC Agreements

MOTION: "To approve the following agreements:

- Raymond Bower will serve as interim MVC Administrator for a weekly fee of \$500 or up to \$2,500 for exceptional circumstances
- Paula Coates will serve as acting administrator
- Sue Dodier will serve as acting assistant administrator
- Former administrator Howard Chandler will continue to serve as a consultant, at no charge, in exchange for the County computer tablet and remote access" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

Finance Department Report

Chmn. McCarthy presented an encumbrance request prepared by the CFO. The board agreed that, like line-item transfers, encumbrance requests should be accompanied by a written explanation by the department head. Coord. Seamans will ask IT Contractor Jon Rich (Cybertron) to prepare the written request. This request is to

encumber funds in county-wide contracts (100.8000.098) due to Avenu not sending an invoice for December 1999 to December 2020. There is no encumbrance policy.

Treas. Costello said he is frustrated by invoices not having department head approval. He pointed out the photocopier invoices not having approval but rather grouped together with requisition request by the CFO.

Tuition Reimbursement Policy

The board signed this policy previously approved on February 11.

Covid Travel Guidance

MOTION: “To approve the Covid Employee Travel Guidance Update as recommended by the HR Director” by Comm’r Tessari, 2nd Comm’r Plache. Passed 3-0

Commissioners Comments and Reports

Comm’r Plache is concerned about the Delegation increasing the projected MVC Revenue substantially on recommendation of that subcommittee. The commissioners budget was based on recommendations from the former administrator and there is a roughly 20% difference in what the Delegation recommends. The subcommittee chairman touted this as saving the taxpayers money. Comm’r Plache said the projection is unrealistic. Treas. Costello believes the Delegation notices the error in this and is going to reconsider. Treas. Costello noted that the law allows the Delegation to set appropriations but not revenue.

Hales Location

MOTION: “Approve two abatements as presented” by Comm’r Tessari, 2nd Comm’r Plache. Passed 3-0

The property assessing contract will be brought forward at the March 3 Hale’s Location Selectmen’s Meeting.

MOTION: “Approve the payment to Town of Conway in the amount of \$1,681.10” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Other

Coord. Seamans requested use of the meeting room on Wednesday, March 24 for a Labor Law Workshop. The commissioners agreed to move their meeting to Thursday, March 25.

Coord Seamans brought forward a correction to the proposed DOC Grants budget lines as prepared by the finance director. The correction will be brought to the March 1 Delegation meeting.

Mr. Rich (Cybertron) will be reminded to provide an up-to-date IT inventory in response to a 91-A request.

Public Comment

Mr. Comeau said there should never have to be a 91-A request from the Delegation. Mr. Comeau noted that a request for a complete organizational chart has not been fulfilled in eight years.

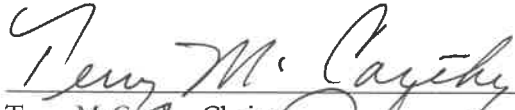
The board recessed to a non-meeting then reconvened.

Non-Public Sessions

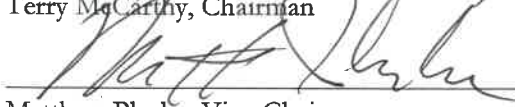
On a motion by Comm’r Tessari, 2nd by Comm’r Plache and a 3-0 roll call vote, the commissioners voted to enter into nonpublic sessions under NH RSA 91-A:3, II (a).

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


Minutes approved on March 3, 2021



Terry McCarthy, Chairman



Matthew Plache, Vice-Chairman



Kimberly Tessari, Clerk