

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

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Executive Coordinator Mellisa Seamans, Ed Comeau (GovernmentOversite.com), NH Representatives Lino Avellani and Jonathan Smith, MVC Finance Director Paula Coates.

Chmn. McCarthy reconvened and adjourned the meeting of March 10, 2021 that been in recess.
Chmn. McCarthy then called the meeting of March 17 to order.

Pledge of Allegiance

Approval of Meeting Minutes

MOTION: "To approve the minutes of March 3, March 5 and March 10" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Public Comment

None

Media Questions

None

Manifest Approval

The manifest total for week ending March 10, 2021 - \$193,060.90

Treasurer's Report

MOTION: "To sign the letter of engagement for the nursing home bond" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

Treas. Costello discussed the tax-anticipation note terms. The TAN is up to \$17 million. The interest rate is 1.09% on the non-taxable portion, 1.49% on the taxable portion.

MOTION: "To authorize the treasurer to sign the bank proposal for the TAN" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

The finance director provided the February 28 general fund reconciliation as of March 16, 2021.

Hale's Location

MOTION: "To approve a Veterans Tax Credit as presented" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

In response to a question from Mr. Comeau about the Delegation being the legislative body for Hale's Location, Treas. Costello said the Delegation has no responsibility for Hale's Location.

Treas. Costello presented the Municipal Assessment Data Certificate for signature. The related statistical update was previously presented. Signing the certificate was held to give opportunity for the commissioners to review the update.

The commissioners signed the previously approved Whitney Consulting Group contract for Hale's Location property assessing services.

MOTION: "To authorize the treasurer to sign a check payable to Whitney Consulting Group, LLC for \$2,000" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: “To authorize the treasurer to sign a check payable to Sheehan, Phinney and Bass” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Treas. Costello said the legal issue is regarding the Fryeburg Academy contract for students. The County entered into a contract with the school to accept Hale’s Location students. It was later determined that if students attend Fryeburg Academy the parent must pay for the out of state tuition and it cannot be funded by Hale’s Location. Comm’r Plache requested to see the letter mentioned on the legal invoice.

Department Head Report – County Attorney Michaela Andruzzi

The assistant county attorney has resigned to take a position with the U.S. Attorney in Oklahoma. This position is being advertised. A legal assistant position and intern positions have been filled. Moving forward with in person grand jury. Caseload went up with the pandemic. Lack of in-person juries and trials caused cases to stack up. Mr. Steer was allowed to ask questions. Atty. Andruzzi said there has not been a lot of turnover, this being the second attorney to leave in four years.

Non-Public Session (9:56 a.m.)

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 (b).

The board reconvened at 10:26 a.m. and noted the one non-public session turned into three sessions to include Subsection c and subsection g. A motion passed to seal the sessions until subsections c and g. Chmn. McCarthy announced the hiring of a legal assistant and three summer interns for the County attorney’s office.

Funding Transfer

MOTION: “To authorize the transfer of \$3,000 to pay for Ray Bower’s administrative services while the county seeks to fill the nursing home administrator position” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

The commissioners thanked Dir. Coates for providing a written explanation of the transfer.

Avenu Access and Training

Chmn. McCarthy noted the finance director is working on the 2020 audit, worker’s compensation audit and nursing home cost report and these take priority. Treas. Costello asked the finance director to create a priority list of the things she is working on, with the addition of the proposed bonds. Rep. Avellani and Treas. Costello noted they have not been copied on the auditor list of items email. He asked if Checkmate is assisting with the worker’s compensation audit.

Non-Public Session (10:38 a.m.)

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 at 10:55 a.m.

MOTION: “Authorize the finance department to complete applications to NH Municipal Bond Bank and PFM in regards to refinancing the nursing home bond and completing the Registrar’s project in the hope that we can capitalize on the lowest rate possible” by Comm’r Tessari, 2nd Comm’r Plache. Passed 3-0

Commissioners Comments and Reports

Comm’r Plache had a conversation with Claes Thelemarck of UNH Cooperative Extension who asked for an MOU regarding the hoop house on County property. He also expressed interest in the Extension having office space in the Annex to provide more educational opportunities in the southern part of the County.


Non-Public Session (11:00 a.m.)

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) and (a).
The board reconvened and voted to seal all minutes except those related to hiring the Superintendent.


Chmn. McCarthy announced that the board voted to promote Sean Eldridge to the Jail Superintendent position.

Meeting adjourned at 2:34 p.m.

Minutes approved on March 23, 2021



Terry McCarthy, Chairman



Matthew Plache, Vice-Chairman



Kimberly Tessari, Clerk