

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
May 26, 2021

**Present:** Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Representative Lino Avellani, Dale Drew (Chairman, Lands Advisory Committee), Tim Brown (Boy Scouts), Jeremy Perkins of Bird Control Group, Director of Maintenance Bob Murray, CCHOC Superintendent Sean Eldridge, Treasurer Joe Costello, Executive Coordinator Mellisa Seamans, Ed Comeau (GovernmentOversite.com), Daymond Steer (Conway Daily Sun), Clearview TV

Call to Order 9:25 a.m.

**Pledge of Allegiance**

**Approval of Meeting Minutes**

**MOTION:** "To approve the minutes of May 19, 2021" by Comm'r Plache, 2<sup>nd</sup> Comm'r Tessari. Passed 2-0. Chmn. McCarthy abstained.

**Media Questions**

None

**Public Comment**

None

**Manifest**

The manifest for May 19, 2021 is \$174,663.52

**Dale Drew, Tim Brown – Boy Scouts – Blueberry Field Pest Control**

Comm'r Plache said two concerns – installation of the laser device and about the public coming on to the County property in a pick-your-own blueberries scenario with no supervision. Mr. Drew said the Lands Advisory Committee has been dormant for about a year but hopes to start up again. Comm'r Plache said the current MOU covers the Scouts using the County land but does not contemplate the liability of allowing the unsupervised public access. Chmn. McCarthy suggested a call to the County liability insurer. Comm'r Tessari said the public has full access to the County property except the curtilage of the jail. Her concern is the jail superintendent is aware of the proposed laser device installation and has opportunity to give his opinion. She does not have a problem with installation of the lasers. Until the MOU is reviewed and liability concern alleviate, she supports supervised pick-your-own. Mr. Perkins said the frequency will not interfere with radio communications or jail security camera system. Laser is aimed at field and is constantly moving. Supt. Eldridge will arrange for increased perimeter checks during the blueberry season. The laser system can be controlled by a phone app and has emergency shut-off switch onsite. Mr. Drew asked board to consider funding the materials to construct a storage building in the field. Chmn. McCarthy asked Mr. Drew to work with the DPW and maintenance directors and return with the cost of materials.

**MOTION:** "Allow the Boy Scouts to install the laser unit with the understanding the commissioners will have the opportunity to attend the installation and that the Scouts work with the Superintendent to alleviate any security concerns" by Comm'r Plache, 2<sup>nd</sup> Comm'r Tessari. Passed 3-0

**Department Head Report – Director of Maintenance Bob Murray**

Dir. Murray reviewed his written report submitted ahead of the meeting. (Attached)

### **Bid Opening – Jail Security Cameras**

The board opened and announced three bids received:

A & B Lock and Security	\$26,341
Brandywine	\$17,980
Wicked Mojo	\$35,899.59

Supt. Eldridge will review the bids and return with a recommendation.

### **PrimeCare Medical**

The PrimeCare contract began May 24 and Supt. Eldridge reported the transition is going extremely well. There will be a need for line-item transfers from salary and related lines to cover the cost of the PrimeCare contract. Supt. Eldridge anticipates doing those in July.

### **Treasurer Report – Joe Costello**

Treas. Costello reports short-staffing in the finance office has resulted in one person trying to do all the work. Therefore, he is awaiting receipt of March and April bank account reconciliations and month-end budget reports. Chmn. McCarthy received an update from the auditor that the 2020 audit remains on track to be completed in June.

### **Commissioners Comments**

Chmn. McCarthy will continue discussions with Strafford County Administrator Ray Bower who has offered to have his top finance person come to Carroll County to assist the finance director and new CFO. He has also offered to provide training to the Carroll County HR Director and HR Generalist so they can get the training and understanding they need to do their jobs properly.

### **Executive Coordinator**

#### **CivicPlus Website Agreement**

The website redesign cost will be \$4,500, with \$3,000 in the 2021 budget. CivicPlus offered to accept \$3,000 at the beginning of the project and \$1,500 payable in 2022.

#### **2020 Annual Report**

Outstanding items for completion of the report are the treasurer report, commissioners' report and decision on the annual report dedication.

#### **Policy Review**

The commissioners reviewed a list of all County-owned cell phones and reimbursements paid to employees for use of their personal cell phones for County business. Comm'r Tessari will be drafting a nepotism policy and providing "protest" language for the competitive bidding policy.

### **UNH Extension/Carroll County Greenhouse MOU**

Comm'r Plache said the Delegation voted down the MOU at their May 12 meeting. They objected to the Extension having sole use of the greenhouse. He suggested finding \$300 in the County budget to cover the cost of the new plastic rather than wait for the next meeting of the Delegation. Comm'r Tessari noted that it became more evident during the pandemic how important self-sufficiency in growing food is.

### **Non-Public Session**

On a motion by Comm'r Tessari, 2<sup>nd</sup> by Comm'r Plache and a 3-0 roll call vote, the commissioners voted to enter into nonpublic session under NH RSA 91-A:3, II (a), (b), and (c) and then reconvened, passing a motion to seal the minutes of six sessions.

Chmn. McCarthy announced that the board voted to hire MVC HR Generalist Michelle Rogers. The meeting recessed to allow the board to attend the ARPA Committee meeting at 3:00pm.

Minutes approved on June 2, 2021

Terry Mc Carthy  
Terry McCarthy, Chairman

Matthew Plache  
Matthew Plache, Vice-Chairman

Kimberly Tessari  
Kimberly Tessari, Clerk