

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
April 29, 2020

Meeting convened: 9:00 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair)
Members Remotely: David Babson (Clerk)
Present Remotely: MVC Administrator Howie Chandler, County Bookkeeper Cheryl Laurent,
Others Present: Treasurer Joe Costello, Finance Director Kathy Armstrong
Public Present: Rep. Ed Comeau (www.governmentoversite.com), Joe Hass (via Zoom), Clearview TV, Daymond Steer (Conway Daily Sun)
Recording Clerk: Mellisa Seamans

Call to Order
Pledge of Allegiance

All votes during this meeting were taken via roll call. The administration building door remained unlocked during the meeting to provide public access. The instructions to join the meeting remotely via Zoom were posted with the agenda on the County website and at the administration building entrances.

Additions to the Agenda

Comm'r Babson asked to discuss the human resource director position in public and in non-public, the assisted living study, and department head meetings. Comm'r McCarthy asked to discuss employee health insurance.

Approval of Minutes

MOTION: "Approve the minutes of April 22, 2020" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0. Comm'r Babson gave permission to use his signature stamp.

Media Questions

Mr. Steer asked if the departure of the human resource director will be discussed.

Public Comment

Mr. Haas said elected officials should not have deductions from their stipend checks because they are not employees. He asked that the treasurer or finance director respond to this question that he also sent via email to the commissioners' office. He asked that the commissioners announce specific reasons for going into non-public session. He asked that the county develop a county board of education.

Mr. Haas asked that the commissioners establish a county office of education to aid the towns given that ¾ of property tax bill amounts are used to fund local education, a state responsibility. He requested a meeting to discuss this further. Mr. Haas also requested a written response to his comments.

First Quarter Financials – Finance Director K. Armstrong

Ms. Armstrong reported the impact of Covid-19 on revenues and expenditures will be more apparent in the 2nd Quarter report. Comm'r Babson expressed concern about delay in payment for State boarders.

Department Head Report – CCHOC Superintendent Jason Henry

Supt. Henry will provide an accounting of what has been billed versus collected in 2020 for State and County boarders. He will be distributing PPE to departments that placed orders. A grant is being worked on for funding to set up case plans and follow inmates to provide ongoing case management services in collaboration with

other facilities and using telehealth. The goal is to further assist inmates in transitioning back into the community. The grant is due May 18. Supt. Henry will provide a grant summary sheet to the commissioners. Given lockdown restrictions, inmates are not working outside the facility. Community members have made masks for staff and inmates. The local police departments have been cooperative adhering to the facility's Covid-19 restrictions. Jail staff and inmates wear masks during transports. New intakes are in quarantine 14 days. There was a delay in having Siemens complete air conditioning controls due to facility restrictions. The Northern Human Services contract was presented for review and approval. This is grant-funded until September 2020 and will cost the county \$15,000 for October-December.

MOTION: "To sign the agreement between Carroll County House of Corrections and Northern Human Services" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0. Comm'r Babson gave permission to use his signature stamp.

Hay Baler – DPW Director Will DeWitte

MOTION: "To buy the round baler from Rosenkrantz and that is delivered free and a partial role of wrap is provided at no cost" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0

MVC Fire Road Paving – Director of Maintenance Bob Murray

One bid was received. Four companies were direct solicited and the request for proposals was advertised. The commissioners considered

MOTION: "To extend the fire road bid period two weeks" by Comm'r Babson, 2nd Comm'r McCarthy for discussion. Failed 2-1 with Comm'r Babson opposed.

Comm'r McCarthy opened the one bid received from CMI in Belmont and announced the bid price of \$17,545. Dir. Murray was asked to review the bid and bring his recommendation back to the commissioners. Comm'r Babson asked that Dir. Murray contact the other companies to determine why they did not submit a bid or schedule a site visit.

Siemens Maintenance Pricing Sheet

The commissioners received a non-contract maintenance pricing sheet.

Human Resource Director Vacancy

Comm'r Babson said the commissioners should appoint an interim director.

MOTION: "Post the HR Director position on campus and on Indeed.com in accordance with the County hiring policy," by Chmn. Bevard, 2nd Comm'r McCarthy.

Department Head Meetings

The commissioners agreed department head meetings should continue to be held monthly, more frequently if urgent matters arise. One commissioner will attend each monthly meeting. Comm'r Babson will attend the May 7 meeting.

Employee Health Insurance

Representatives from USI and Interlocal Trust will be invited to next weeks' meeting to discuss employee health insurance plans for July 1, 2020-June 30, 2021.

Treasurer Report

Treas. Costello reported that he and Comm'r McCarthy spent part of the day April 27 meeting with the finance director and further information will likely follow.

Treas. Costello reported that the contract with Plodzik and Sanderson is at a standstill due to the Covid-19 restrictions that have made it difficult for their representative to give any current effort to analyzing the County's finance department.

MOTION: "Suspend the County's affiliation with Plodzik & Sanderson until further notice or until necessary," by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0.

Hales Location

Treas. Costello reported that the MS-636 budget form and signed March 24 Delegation meeting minutes need to be forwarded to NH DRA. Treas. Costello will request an invoice from Town of Conway for the February 2020 Primary election expenses.

Fiddlar Donation

MOTION: "To deposit the Fiddlar \$500 donation into the Friends of Mountain View account" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0

Executive Coordinator Report – Mellisa Seamans

Future Use of Annex

In response to an offer from Delegation Chair Edie DesMarais, the commissioners will request that the Delegation establish a committee to explore future uses of the Annex Building.

Public Comment

Regarding the Annex subcommittee, Rep. Comeau said it is inappropriate to consider an expansion of government into another building during these uncertain times.

Joe Haas said the commissioners have the ability to contest the local education tax rate when acting as selectmen on behalf of Hale's Location. He asked if anyone in Hale's Location has filed an abatement to which Chmn. Bevard answered no.

Non-Public Session

Non-public Session 2,3,4

MOTION: "To enter into non-public session under RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant" by Comm'r Bevard, 2nd Chmn. Bevard. Passed on roll call vote.

Non-Public Session 1,5,6

MOTION: "To enter into non-public session under RSA 91-A:3, II (b) The hiring of any person as a public employee

A motion passed to seal the minutes of sessions 5 and 6. Chmn. Bevard announced the hiring of a domestic violence unit assistant and an administrative assistant

Meeting reconvened and motion passed to seal the minutes.

The meeting recessed for weekly check signing then adjourned.

Minutes approved on May 6, 2020

Amanda J. Bevard
Amanda Bevard, Chairman

David L. Babson Jr.
David Babson, Clerk

Terry McCarthy
Terry McCarthy, Vice-Chairman