

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
May 6, 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, HR Generalist Leslie Heaton
Others Present: Treasurer Joe Costello, Finance Director Kathy Armstrong
Public Present: Rep. Ed Comeau (www.governmentoversite.com), Joe Haas (via Zoom), Clearview TV
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. Chmn. Bevard announced attendees at the meeting and remote.

Additions to the Agenda

Comm'r Babson asked to add a discussion about water bubblers and elected officials' salaries.

Approval of Minutes

MOTION: "Approve the minutes of April 29, 2020 as corrected" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0. Comm'r McCarthy offered a correction to the Annex section on page 3 to clarify that the subcommittee is to be created by the commissioners with a request for the delegation to recommend two of its members. Comm'r Babson gave permission to use his signature stamp.

During this discussion, Director of Maintenance Bob Murray requested to be on the committee and the commissioners agreed.

Media Questions

Chmn. Bevard declined to allow an email question from a reporter not in attendance.

Public Comment

Chmn. Bevard reminded that public comment is limited to three minutes. Mr. Haas requested a response to an email sent previously to the commissioners' office seeking information about Hale's Location taxation.

Manifest Approval

Chmn. Bevard announced the manifest total of \$39,776.65.

Bale Wrapper Bids – DPW Director Will DeWitte

The Anderson RB400 Bale Wrapper request for proposals was advertised and Dir. DeWitte direct solicited six dealers in Maine, New Hampshire, and Vermont. Chmn. Bevard and Comm'r McCarthy opened the three bids received by the April 30 deadline and announced:

Company	Location	RB400	RB400 Repo	RB400Demo	RB 500
Hall Implement	Windham Maine	\$15,394	\$13,650		\$13,884
Trottier & Sons	Royalton Vt	\$12,400			
Rosencrantz	Kensington NH	\$12,700	\$11,550	\$10,495	

Dir. DeWitte took the bids for review and to make follow-up inquiries then returned later in the meeting.

MOTION: “To reject all RB 400 bids” by Chmn. Bevard, 2nd Comm’r McCarthy. Passed 3-0

MOTION: “To purchase the RB 500 Anderson Bale Wrapper, 2018 model from Hall Implement in Windham, Maine for a price not to exceed \$13,584 and to forego the bid process” by Chmn. Bevard, 2nd Comm’r McCarthy. Passed 3-0. The reasons for not rebidding this purchase are the added benefits of the newer model and the price is less than budget of \$13,900.

Fire Road Paving

MOTION: “To award the bid for MVC fire road paving to GMI Asphalt of Belmont, New Hampshire in the amount of \$17,545” by Comm’r McCarthy, 2nd Comm’r Babson. Passed 3-0

MOTION: “To give Chairman Bevard permission to sign the contract” by Comm’r Babson, 2nd Comm’r McCarthy. Passed 3-0

Consolidated Communications Contract Renewal

Dir. Murray has been working toward the contract renewal. Materials will be provided ahead to the commissioners well ahead of a presentation to allow time to read and formulate questions.

Note of Appreciation

Chmn. Bevard commended administration building maintenance employee Bob Hoyt for the excellent work he has done cleaning the floors. Comm’r Babson said the building has never looked better.

Treasurer’s Report – Joe Costello

Treas. Costello reported that, to date, there has been no tax anticipation line of credit funds used in 2020.

Treas. Costello reported that other departments have long been reconciling their bank accounts monthly and that documentation is forwarded to the business office. Reconciling the main County account monthly remains a work in progress. Comm’r Babson requested that office staff scan and send the commissioners samples of what the other departments are submitting.

Hale’s Location

MOTION: “Have the treasurer sign the check for \$1,000 payable to Denise Leighton” by Chmn. Bevard, 2nd Comm’r McCarthy. Passed 3-0

MOTION: “Have the treasurer sign the check for \$2,881.33 payable to Town of Conway for the February Presidential Primary election” by Chmn. Bevard, Comm’r McCarthy. Passed 3-0

Comm’r McCarthy will try to obtain the number of registered voters in Hale’s Location. Comm’r Babson question if there is a less expensive way to fund elections for Hale’s residents.

Treas. Costello questioned the purpose of the \$9,000 Hale’s Location pays annually to the County. Comm’r Babson said it is to partially fund the stipends paid annually to the commissioners and treasurer and to fund the administrative work that the County does on Hale’s behalf. There is no written agreement between Hale’s Location and the County.

USI Insurance Services

Louis Ricci, VP of USI Insurance Services attended along with other representatives from his company and from Anthem Blue Cross/Blue Shield. Mr. Ricci said the company is proposing to offer the July 1, 2020 to June 30, 2020 coverage for employees versus the current cost plus 9.93% increase the Interlocal trust plan will cost if renewed. There is an average of 147 employees on the health insurance monthly across all departments except the sheriff/dispatch department. USI is also offering a \$25,000 life insurance policy to all county employees regardless of their enrollment in the health insurance. Anthem will still require participants to identify a primary care provider but participants will, unlike the Interlocal plan, be able to self-refer to "in-network" specialists across all New England states. Future costs will be calculated based on claims. Mr. Ricci said there are several programs to reduce the cost of claims such as wellness program. Mr. Ricci said with the County's loss ratio of 70% the county is being "overrated" and the increased cost of the 2020-21 premiums should not have increased nearly 10%. USI serves as a broker working on behalf of the County and receives a 2% commission from Anthem. The technology and support to convert to the Anthem plan gives USI the ability to "go live" July 1. This proposal does not include the Medicare plans.

Affordable Assisted Living

MVC Administrator Chandler, Lynne Moore of Moore Diversified Services, Roxie Severance of RS Consulting, Jon Freeman of NCIC joined the meeting to continue discussion and expand upon the previously presented study. Severance will email all documents, including conceptual drawings, presented during the meeting to the commissioners, as well as updates to the pro forma as available. Freeman and Severance met with the architect who worked on the MVC construction project. The design of the building was intended to allow for additional wings in the future, as necessary. Chandler clarified that assisted living is not independent living. Rather than stand-alone units in typical independent living, this project would add a wing with the second floor having several larger private rooms and the first floor having a memory care unit, outdoor enclosed garden area and common area. Assisted living is for seniors that can no longer live independently but are not in need of the expanded services of the nursing home. Freeman likened this project to the Peabody Home in Franklin, NH currently in progress. The County project is estimated to take two years from start to completion, reaching the "break even" point six months after opening.

Executive Coordinator Report – Mellisa Seamans

Coord. Seamans reported on her work activities for the week supporting the business of today and coordinating the May 8 Delegation meeting. She reported that the sheriff has hired a new full-time dispatcher. She provided through April revenue figures reported by the register and the jail superintendent.

Chmn. Bevard noted that the 90-day temporary term of the executive coordinator will end in June and wants to make sure there is time to consider the long-term needs of the office and advertise the position. This will be added to a future agenda.

Refund – County Attorney Andruzzi

Atty. Andruzzi presented a refund to the County of \$595. Atty. Andruzzi originally put the cost of a conference on her personal credit card and was reimbursed by the County. Since the conference has now been cancelled, Atty. Andruzzi is reimbursing the County.

Elected Officials' Salaries (2021-22 Biennium)

MOTION: "The commissioners write a letter to the chairman of the delegation recommending that there is no increase in salaries for the elected officials" by Comm'r Babson, 2nd Comm'r McCarthy for discussion. Failed 1-2 with Chmn. Bevard and Comm'r McCarthy opposed.

Comm'r Babson expressed concern about the long-term impact of the pandemic. Chmn. Bevard countered that the negative impact to the County budget this year appears negligible at this point, with expenses down and revenue on track. Comm'r McCarthy said the elected officials are also department heads and should not be denied salary increases if appointed department heads have received raises. Comm'r McCarthy said she cannot go along with recommending no raises because it has a two-year impact.

MOTION: "Write a letter to the delegation recommending that the pay structure includes payment to commissioners based on meeting attendance," by Comm'r Babson. Motion failed due to lack of second.

MOTION: "To recommend to the delegation to keep the commissioners' salary the same as current for the 2021-22 biennium" by Comm'r Babson, 2nd Comm'r McCarthy for discussion. Failed 1-2 with Comm'r McCarthy and Chmn. Bevard opposed.

Chmn. Bevard said the commissioners should be compensated at the rate (\$11,500) they were receiving prior to the hiring of a county administrator. Comm'r McCarthy believes the chairman should receive additional compensation.

MOTION: "The commissioners' salary should be restored to \$11,000 and the chairman to \$11,500 annually" by Chmn. Bevard, 2nd Comm'r McCarthy. Passed 2-1 with Comm'r Babson opposed.

Chmn. Bevard noted that over the past two years she and Comm'r Babson have spent an extensive amount of time at the County complex. She noted that the chairman does additional organizational tasks.

Water Dispensers in Administration Building

Comm'r Babson said paying a fee for six water dispensers in one building is "overkill". Comm'r Babson suggested reducing the number to one on each floor. Chmn. Bevard suggested discussing this with Director of Maintenance Bob Murray and revisiting the issue next week.

Interlocal Trust – Al Jones, Kirsten Barber

Chmn. Bevard started the conversation by notifying Mr. Jones that another company has presented a proposal to offer medical insurance for county employees at a \$300,000 savings for 2020-21.

Interlocal is a not-for-profit trust governed by its members working with non-profit Harvard Pilgrim. The County has been with Interlocal since 2012. The commissioners signed a "not to exceed" agreement in January with Interlocal for 2020-21. Mr. Jones noted this turned out to be a wise decision since the premium increase is 9.93% rather than 15.87%. Interlocal offers a tax-free HRA, wellness programs, COBRA administration, flexible spending accounts, employee assistance programs, and tracking for 1095 reports that employers are required to submit under ACA. Interlocal worked with the County in 2019 to reduce the cost of an inmate's medication by \$250,000. Mr. Jones learned of the issue at Carroll County from an article in a local newspaper then worked with Golden triangle to get the substantial cost reduction. The Trust will be returning some surplus to its members this year once the audit is complete after its board meets June 25 and reviews the audit. Ms. Barber noted the county has received return of surplus in 2014, 2015, and 2016 totaling about \$166,000. Medicare retirees purchase their insurance through the County in a program through Aetna. The current cost to retirees is \$654 monthly.

Chmn. Bevard asked for justification for why the County should stay with Interlocal Trust and spend an additional \$250,000 this year. Ms. Barber asked for more information about the proposed Anthem plan to identify any differences in coverages and impacts to employees and their families. Ms. Heaton will provide Ms. Barber with the information needed to do the comparison.

Commissioners' Comments

Comm'r McCarthy asked that the commissioners receive a weekly report of intakes/releases, sentenced/pre-trial from the jail. There was no objection.

Comm'r McCarthy said the commissioners should be reviewing and approving the weekly payroll for those employees whose direct report is the commissioners. There was no objection.

Comm'r McCarthy said the commissioners should be reviewing and approving all expenditures from the Commissioners budget (100.4100) just as other department heads are required to do.

Line-Item Transfer

MOTION: "To approve line-item transfer request 2020-01" by Chmn. Bevard, 2nd Comm'r McCarthy. Passed 3-0

Rep. Comeau asked for a point of order to clarify the purpose of the line-item transfer. The transfer funds the payment of a settlement. Chmn. Bevard said the County portion of the settlement is \$168,577.07 with insurance paying the rest. Admin. Chandler answered that portion is \$375,000 before taxes.

Media Questions

Rep. Comeau said approximately \$40 million is being sent to towns and counties. Chmn. Bevard said it is unknown at this time how much Carroll County will receive.

Public Comment

Mr. Haas said the average house in the state pays \$5,000 in property taxes. To tax for education at the local level is incorrect. He asked that before the commissioners issue tax bills in Hale's Location that the commissioners get a legal opinion about collecting education tax. Mr. Haas suggested the commissioners ask the delegation for a living wage. Mr. Haas once again asked the commissioners to be more specific about the reasons for entering into non-public sessions.

Non-Public Session

Non-Public Session 1

MOTION: "To enter into non-public session under RSA 91-A:3, II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted" by Chmn. Bevard, 2nd Comm'r McCarthy. Passed on roll call vote 3-0

Non-public Session 2

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 Babson, 2nd Chmn. Bevard. Passed on roll call vote 3-0

Meeting reconvened and motion passed to seal the minutes.

The meeting recessed for weekly check signing then adjourned.

Minutes approved on May 13, 2020

Amanda J. Bevard
Amanda Bevard, Chairman

David L. Babson, Jr.
David Babson, Clerk

Terry M. Carthy
Terry McCarthy, Vice-Chairman