

**County of Carroll**  
**Commissioners' Meeting**  
Carroll County Administration Building  
May 20, 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, HR Generalist Leslie Heaton  
**Others Present:** Treasurer Joe Costello, Register Lisa Scott, Jon Rich (IT contractor – Cyberton), Wayne Fuchs (TeleTechniques), Ian Silberman (Consolidated Communications), Bill Doyle (NCEU), CCHOC Supt. Jason Henry, Christopher Murphy (NCEU) John Sibia (CCHOC), Justin Corliss(CCHOC), Jeanine Kwatkowski (Cigna)  
**Public Present:** Rep. Ed Comeau (www.governmentoversite.com), Joe Haas (via Zoom), Clearview TV, Rep. Susan Ticehurst (via Zoom), Rep. Glenn Cordelli  
**Recording Clerk:** Mellisa Seamans

Call to Order

Pledge of Allegiance

All votes during this meeting were taken via roll call. There were instructions posted on the administration building door for anyone wishing to enter for the meeting. The instructions to join the meeting remotely via Zoom were posted with the agenda on the County website and at the administration building entrances.

**Approval of Minutes**

**MOTION:** “Approve the minutes of May 13, 2020” by Comm’r McCarthy, 2<sup>nd</sup> Comm’r Babson. Passed 3-0. Comm’r Babson gave permission to use his signature stamp.

**MOTION:** “Approve the minutes of May 18, 2020” by Comm’r McCarthy, 2<sup>nd</sup> Comm’r Babson. Passed 3-0. Comm’r Babson gave permission to use his signature stamp.

**Media Questions**

None

**Public Comment**

Rep. Cordelli noted that Avenu agreed to provide the project plan but as of this date the Delegation has not received this. Rep. Cordelli asked for the status of work station upgrades to Windows 10 to allow Avenu access to the department heads and what provisions are being made for training. Chmn. Bevard responded that the last of the computers are currently being upgraded to Windows 10.

Mr. Haas asked that the commissioners be more specific in stating which subsection they are entering into non-public sessions under. He is particularly interested in compensation discussions to alert employees of their options how they can be paid.

**Manifest**

Chmn. Bevard announced the manifest of week ending May 15, 2020 is \$507, 001.32.

**Jail Roof Repair – Request for Proposals – Director of Maintenance Bob Murray**

**MOTION:** “To approve the request for proposals for the jail roof repair” by Comm’r Babson, 2<sup>nd</sup> Comm’r McCarthy. Passed 3-0

**Consolidated Communications Contract – Director of Maintenance Bob Murray**

**MOTION:** “Award the three-year contract to Consolidated Communication to construct redundant communication wiring with and increased price not to exceed \$1,440 over the three years and authorize the chairman to sign the contract” by Comm’r Babson, 2<sup>nd</sup> Comm’r McCarthy. Passed 3-0

#### **Hale’s Location**

Treas. Costello apologized for his actions at last weeks’ meeting stemming from frustration. He presented the MS-636 Proposed Budget form and the Tax Collector’s Warrant for the commissioners’ signature.

Comm’r Babson is still waiting for a response from Department of Education regarding payment in lieu of taxes for forest lands.

**MOTION:** “To approve and sign the MS 636 and the tax collector’s warrant” by Comm’r Bevard, 2<sup>nd</sup> Comm’r McCarthy. Passed 3-0. Comm’r Babson gave permission to use his signature stamp.

#### **Records’ Restoration Bid Award**

NH DHHS reached an agreement through NH Association of Counties on the 2020 apportionment each county would contribute to the IDN to then be matched by federal funding and disbursed to the regional IDNs. The formula is based on the number of Medicaid recipients in each county. The Carroll County share is \$214,497 of which the County budgeted and has paid \$166,000. Mr. Lipman requests that the County pays its remaining balance of \$48,497.

#### **Department Head Report – Register of Deeds Lisa Scott**

**MOTION:** “Award the contract for restoration of deed books to Kofile, not to exceed \$100,000 and authorize the register of deeds to sign the contract” by Comm’r McCarthy, 2<sup>nd</sup> Comm’r Babson, Passed 2-1.

Comm’r Babson noted that these are “treacherous” times with the Covid-19 concerns and though restoring the books is necessary, it is not critical to spend the money now.

Discussion ensued about the approved vendor form. The director of finance will approve the form for “Relion Corporation” and forward a copy of the approved form to the commissioners. Reg. Scott asked Coord. Seamans to add a sentence on the form that she has no personal or familial connection to the vendor. The commissioners agreed the finance director will approve this form this time but will work with Coord. Seamans to update the form and process for future vendor approvals.

#### **NCEU Medical Insurance Reopener – Bill Doyle, NCEU**

Mr. Doyle asked the commissioners to go into a non-public session to discuss a proposed change to the union contract related to medical insurance, a negotiable item. Chmn. Bevard said the discussion will be held until the May 27 commissioners’ meeting and asked for additional materials ahead of that meeting.

#### **Executive Coordinator Report – Mellisa Seamans**

Coord. Seamans reported on activities of the week. Comm’r Babson suggested a weekly update on County website changes that have been made and asked that new photos be uploaded to the website.

#### **Commissioners’ Comments**

Comm’r Babson reiterated his position that there are too many water dispensers in the administration building.

Comm'r Babson attend a remote UNH Cooperative Extension Advisory Board meeting and remarked the organization is doing an amazing job meeting and conducting programs remotely.

**Department Head Report – County Attorney Andruzzi**

Atty. Andruzzi said the domestic violence prosecutor and legal assistant have been hired. By the time the courts reopen to regular business, these two new employees will be full trained. The part-time investigator starts work in July. Staff is trying to maintain caseload anticipating the high volume of work when the courts reopen. Currently, there are no jury trials or grand jury being held.

**Integrated Delivery Network (IDN)**

**MOTION:** “To pay \$48,497 from 2019 encumbered funds to NH Department of Health and Human Services for the IDN” By Comm'r McCarthy, 2<sup>nd</sup> Comm'r Babson. Passed 3-0

Coord. Seamans will ask IDN-7 representatives to attend a June commissioners' meeting to provide an update about the program.

**Other**

**MOTION:** “To authorize the chairman to sign the 2020-2021 NH Interlocal Trust health insurance agreement” by Comm'r McCarthy, 2<sup>nd</sup> Comm'r Bevard. Passed 2-1 with Comm'r Babson opposed.

**Non-Public Session**

*Non-public Session 1*

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

*Non-public Session 2*

**MOTION:** “To enter into non-public session 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”

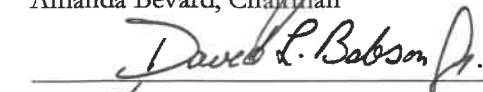
*Non-public Session 3*

**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, 2<sup>nd</sup> Comm'r McCarthy. Passed 3-0.

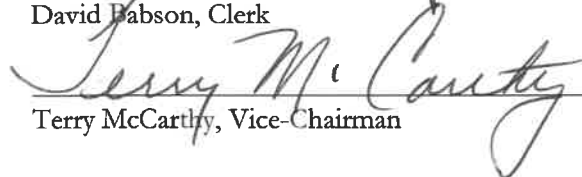
The meeting reconvened and a motion passed 3-0 to seal the minutes of sessions 1,2, and 3.

  
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Amanda Bevard, Chairman

  
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David Babson, Clerk

  
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Terry McCarthy, Vice-Chairman