

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
September 9, 2020

Meeting convened: 9:00 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)
Others Present: Treasurer Joe Costello, Register of Deeds Lisa Scott
Public Present: Rep. Ed Comeau (www.governmentoversite.com), Clearview TV (via Zoom), Daymond Steer (Conway Daily Sun, via Zoom), Rep. Glenn Cordelli (via Zoom)
Recording Clerk: Mellisa Seamans

Call to Order
Pledge of Allegiance

Approval of Minutes

MOTION: "Approve the minutes of September 2, 2020" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0.

Media Questions

None

Public Comment

None

Due to technical difficulties with the conference phone, Rep. Cordelli and Mr. Steer were unable to ask media questions or give public comment

Department Head Report – Register of Deeds Lisa Scott

Reg. Scott expects her department to make budget this year. The remote work stations have arrived. These will allow flexibility to allow staff to work from home as necessary to balance caring for children. Visitors to the Registry have been adhering to Covid protocols.

Line-Item Transfers

None presented

Employee Medical Insurance

Coord Seamans provided the board with additional broker and health plan information. No decision made.

Checkmate Agreement

Coord Seamans will contact Checkmate regarding the addendum for impounding live check money.

2020 Annual Report

Coord. Seamans will solicit bids for the production of the 2020 annual report. The call for quotes will be placed on the County website and NH Municipal Association website. Printing companies in Carroll County will be direct-solicited.

Non-Profit Budget Requests

The commissioners approved the application for regional appropriation 2021 budget funding requests and signed the cover letter. The deadline is October 15. An invitation for non-profits that serve *all* of Carroll County to apply will be posted on the County website.

2021 Budget Timeline

Coord. Seamans presented a proposed 2021 budget timeline. The commissioners agreed with its distribution. The board's desire to provide more opportunity for public involvement in the budget process, i.e., a public hearing prior to the commissioners finalizing their budget proposal and uploading the schedule to the County website.

Hale's Location

The board has been invited to attend the Hale's Location Association Annual Meeting October 17 at 1 p.m.

MOTION: "To authorize the treasurer to sign the check for the Hale's Location administrator's August salary of \$1,000" by Chmn. Bevard, 2nd Comm'r McCarthy.
Passed 3-0

Treas. Costello asked for a written determination from the attorney regarding payment in lieu of taxes to school districts prior to Hale's Location paying the legal bill.

Other

Comm'r Babson questioned the treasurer's statements previously that County bank accounts are not being balanced. Treas. Costello clarified that the individual departments are reconciling their accounts but the payroll account and the main County accounts are not being reconciled monthly by the finance office. Treas. Costello said he came to the office recently for the purpose of assisting with balancing the checkbook but he was given figures from August 2019 and not the current year. The administrative assistant has begun work on balancing the bank statements for 2020.

Comm'r Babson questioned why legal fees related to settlements are charged to the County legal fees budget rather than the settlements line. Chmn. Bevard suggested he ask the finance director.

The board asked Coord. Seamans to create a vehicle inventory log spreadsheet for completion by all department and to include both on and off-road vehicles.

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 by Comm'r Babson, 2nd Chmn. Bevard.
Passed on roll call vote.

A motion passed 3-0 to seal the minutes of this session.

Minutes approved on Sept 23, 2020
Amanda J. Bevard
Amanda Bevard, Chairman
David H. Babson
David Babson, Clerk
Terry McCarthy
Terry McCarthy, Vice-Chairman