

**County of Carroll**  
**Commissioner's Meeting**  
Carroll County Administration Building  
**September 30, 2020**

**Meeting convened:** 9:00 a.m.  
**Members Present:** Amanda Bevard (Chair), Terry McCarthy (Vice-Chair) (Via Zoom), David Babson (Clerk)  
**Others Present:** Treasurer Joe Costello, CFO Fergus Cullen  
**Public Present:** Rep. Ed Comeau (www.governmentoversite.com), Clearview TV (via Zoom), Scout Leader Tim Brown, Josh Robinson of Checkmate (via Zoom)  
**Recording Clerk:** Executive Coordinator Mellisa Seamans

Call to Order  
Pledge of Allegiance

**Approval of Minutes**

**MOTION:** "To approve the September 16 meeting minutes" by Comm'r Babson, 2<sup>nd</sup> Comm'r McCarthy. Passed 3-0 on roll call vote

**MOTION:** "To approve the September 23 meeting minutes" by Comm'r Babson, 2<sup>nd</sup> Comm'r McCarthy. Passed 3-0 on roll call vote.

**Media Questions**

None

**Public Comment**

Karen Banks of Ossipee Corner spoke to concerns of whether or not the proposed White Horse Recovery project to convert the former Kalled Law Office property into a substance abuse recovery residential treatment facility can be supported on the County water system. If a study to determine this must be undertaken Ms. Banks believes White Horse Recovery, and not the taxpayers, should fund the study.

**Department Head Report – DPW Director Will DeWitte**

Dir. DeWitte presented a written report ahead of the meeting (attached).

Dir. DeWitte presented a copy of the June 4, 1999 Provan & Lorber Incorporated "Preliminary Engineering Report for the Carroll County Water System". He recommended that an updated study be completed to understand the capacity of the system. [In 2016, Provan & Lorber was acquired by Northpoint Engineering of Concord NH]. Chmn. Bevard supports the County having an updated study completed. She mentioned several new structures that have been added since the report – many new residential customers, courthouse, new nursing home and jail – as well as possible future uses of the Annex being considered. Dir. DeWitte was asked to determine the cost of a study to be considered in the 2021 budget process.

**Blueberry MOU**

The board discussed with Mr. Brown the proposed memorandum of understanding between Carroll County Scout Groups and Carroll County Commissioners and Blueberry Farm Business Plan.

**MOTION:** "To approve the memorandum of understanding with the correction changing "county administrator" to "commissioners" by Comm'r Babson, 2<sup>nd</sup> Comm'r McCarthy. Passed 3-0 on roll call vote.

**Checkmate – Josh Robinson**

Mr. Robinson discussed changes in the 2021 agreement terms and costs. He will provide a revised version and forward to the commissioners for review. Mr. Cullen will forward an explanatory email to the commissioners as well. There are HR modules in the 2021 budget yet to be installed and implemented.

**Executive Coordinator Report – Mellisa Seamans**

Sheryl Burke of Melanson sent an audit update via email to the commissioners this morning. All said they did not receive the email addressed to commissioners@carrollcountynh.net. Coord. Seamans provided a printed copy to the board.

**MOTION:** “No more new information will be given to us in a meeting until it can be sent to us prior to the meeting or after the meeting so we can have time to digest it unless emergency” by Chmn. Bevard, 2<sup>nd</sup> by Comm’r Babson for discussion.

**MOTION:** “To table this motion” by Comm’r McCarthy, 2<sup>nd</sup> Chmn. Bevard. Passed 3-0

**Audit Resolution**

**MOTION:** “To approve the resolution requesting permission from the delegation to engage Batchelder Associates for the 2020 audit for a cost not to exceed \$40,050” by Comm’r Babson, 2<sup>nd</sup> Comm’r McCarthy. Passed 3-0

**Line-Item Transfer**

**MOTION:** “To approve line-item transfer 2020-09 for Jail vehicle repairs” by Comm’r Babson, 2<sup>nd</sup> Comm’r McCarthy. Passed 3-0

**IT Committee**

The board clarified their understanding of the purpose of the IT committee. Comm’r Babson favors a committee to give the commissioners guidance on what IT needs departments have. Comm’r McCarthy agreed. Chmn. Bevard said clarified that the department heads should provide their IT needs for the budget process and all RFP and contract concerns will be taken care of by the commissioners. The IT contractor (IT department) presents the budget.

**Workshop**

The board agreed to the \$40 cost of Coord. Seamans’ attendance at a NHMA Right-to-Know virtual workshop.

**Public Input**

Rep. Comeau suggested a meeting packet be available to the public prior to the weekly meetings.  
Rep. Comeau asked for an update on the 2019 financial audit.  
Rep. Comeau said it is troubling that the board is having issues accessing their County email.  
Chmn. Bevard gave Rep. Comeau a copy of the audit update received earlier today.  
Rep. Comeau said it should not take two months to receive copies of emails requested in his right-to-know request. The IT contractor should be able to retrieve these to fulfill the request.  
Regarding non-profit groups seeking County funding each year, Rep. Comeau asked that clear benchmarks and solutions be enforced to make sure the problems these groups seek to address are actually solved.  
Karen Banks reiterated her point that taxpayers should not have to fund a study to determine if the County water system can support the White Horse project. She pointed to the Ossipee zoning ordinance that puts the burden on the applicant for any studies.

**Non-Public Sessions**

NONE

Minutes approved on

9/30/20 10/7/20

*Amanda J. Bevard*

Amanda Bevard, Chairman

*David H. Babson*

David Babson, Clerk

*Terry McCarthy*

Terry McCarthy, Vice-Chairman