

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
October 7, 2020

Meeting convened: 9:00 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)
Others Present: Treasurer Joe Costello, CFO Fergus Cullen, Supt. Pat Bachelder, Maintenance Dir. Bob Murray
Public Present: Rep. Ed Comeau (www.governmentoversite.com)
Recording Clerk: Executive Coordinator Mellisa Seamans

Call to Order
Pledge of Allegiance

Approval of Minutes

MOTION: "To approve the September 30 meeting minutes" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0.

Manifest

Chmn. Bevard announced the October 2 manifest total of \$94,539.53

Media Questions

None

Public Comment

None

Department Head Report – Maintenance Director Bob Murray

Dir. Murray presented a written report ahead of the meeting (attached). Comm'r asked what vehicles Dir. Murray is responsible for and where they are inspected. The vehicles include the MVC bus and County cars that are inspected at Northern Tire.

MVC Capital Projects

MOTION: "To encumber \$85,000 for the MVC bus to 2021" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0.

MOTION: "Move forward with RFP for nursing home entrance curtain" by Chmn. Bevard, 2nd Comm'r Babson. Passed 3-0.

Budget Presentations

Treasurer

Treas. Costello included increased travel expense due to increased number of Delegation meetings.

Human Resources

Dir. Heroux presented the department budget with increase of 2.5% over the 2020 budget. A keying error results in the photocopier expense being over budget but will be corrected by finance office for fourth quarter. The proposed budget includes salary increases for the director and generalist based on the wage study Dir. Heroux has completed. The study was budgeted to hire an outside firm at \$15,000 but Dir. Heroux has completed the work in-house. Comm'r McCarthy thanked Dir. Heroux for his detailed budget presentation.

Interest Expense/Long-Term Debt

MOTION: “To authorize the county treasurer to investigate the 2021 TAN (tax-anticipation note) to a level up to \$21 million” by Comm’r Babson, 2nd Comm’r McCarthy. Passed 3-0.

Treas. Costello reported that about \$6.5 million has been drawn on the \$17 million 2020 TAN line of credit to date. The finance office estimates the related interest to date is \$16,000.

CFO Report

Mr. Cullen provided a written report to the commissioners (Attached). He was asked to provide a copy of his report to the Delegation Investigation Committee to the commissioners for their Oct. 14 meeting and prior to sending to the committee. Discussion about the policy and procedure regarding use of the commissioners’ signature stamps. This will be further discussed at Oct. 14 meeting. The board agreed that the Commissioners and Finance Office budgets will become two separate budgets for 2021.

Hale’s Location

MOTION: “To authorize the treasurer to sign two checks payable to Ms. Leighton, one for monthly stipend and one to reimburse her for paying the Carbonite bill” by Chmn. Bevard, 2nd Comm’r Babson. Passed 3-0.

MOTION: “To authorize Ms. Leighton to charge the annual Carbonite subscription to her credit card and to be reimbursed” by Comm’r Babson, 2nd Chmn. Bevard. Passed 3-0.

Treas. Costello suggested the board may consider acquiring a debit card for Hale’s Location with a set spending limit.

Other

MOTION: “To pay the Bernstein Shure legal bill of \$2,500” by Chmn. Bevard, 2nd Comm’r McCarthy. Passed 3-0

MOTION: “To pay the Jackson Lewis legal bill” by Chmn. Bevard, 2nd Comm’r McCarthy. Passed 3-0

Comm’r Babson will call Attorney Liz Bailey to arrange a conference call with the commissioners as she has requested.

The board received (10/7/20) a proposed five-year contract for County IT services from current provider Cybertron. The current contract expires March 31, 2021. The board plans to discuss this in non-public session Oct. 14.

Public Input

None

Media Questions

Rep. Comeau asked for a status update on his July request for information. Mr. Cullen is working to gather that information from the finance office. Rep. Comeau questioned why the IT contract will be discussed in non-public when other contracts for services, i.e., Checkmate, are not. Comm’r Babson noted that it makes it

difficult to leverage the best deal for taxpayers when contract negotiations and strategy have to be discussed in an open meeting. Chmn. Bevard said she is not in favor of putting the IT contract out for bid as the current contractor has done an excellent job and has been here for a number of years.

Non-Public Sessions

On a motion by Comm'r Babson, 2nd by Chmn. Bevard and a 3-0 roll call vote, the commissioners voted to enter into nonpublic under NH RSA 91-A:3, II (b) (session 1 and 2) and NH RSA 91-A:3, II(c) (session 3) at 11:32 a.m.

The meeting reconvened at 12:50 p.m. and a motion passed to seal the minutes of session three. Chmn. Bevard announced that in session one and two the board approved the hiring of two correctional officers for the jail.

Meeting adjourned at 12:52 p.m.

Minutes approved on Oct 14, 2020

David L. Babson Jr.

Amanda Bevard, Chairman

Amanda J. Bevard

David Babson, Clerk

Terry M. Carthy
Terry McCarthy, Vice-Chairman