

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
January 13, 2022

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, CFO Bonnie Batchelder, Executive Coordinator Mellisa Seamans, MVC Administrator Dee Brown, CCHOC Superintendent Sean Eldridge

Pledge of Allegiance

Public Comment

None

NH Correctional Facility for Women Contract

Carroll County has current contract (June 2019-June 2022) to house female inmates for the State of NH. The State is interested in a three-year renewal of the contract at the same daily rate per inmate of \$56.15. An updated, signed contract will be requested for commissioners' review next meeting. Currently there are no State females housed at the jail.

Approval of Meeting Minutes

MOTION: "Approve January 6, 2022 meeting minutes" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "Approve December 16, 2021 meeting minutes" by Comm'r Tessari, 2nd Chmn. McCarthy. Passed 2-0. Comm'r Plache abstained as he was absent December 16.

Manifest

A/P -January 7	\$46,938.31
Payroll-January 7	\$321,289.22

Hale's Location

MOTION: "To authorize the Treasurer to sign a check payable to Avitar and Associates (\$1,668.15) and two refund checks (\$195.00 and \$13.00)" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MVC Update

National Guardsman is stationed at MVC to assist with activities, screenings, etc. Mandate coming down that requires staff to wear N95 masks. Residents doing well, staff all helping wherever they can to keep things running. The vaccine clinic at the jail went well yesterday and another is being planned.

Line-Item Transfers

MOTION: "To approve line-item transfer request 2021-017 in the amount of \$22,000" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "To approve line-item transfer request 2021-018 in the amount of \$6,100" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "To approve line-item transfer request 2021-021 in the amount of \$295.07" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "To approve line-item transfer request 2021-023-A in the amount of \$736.00" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "To approve line-item transfer request 2021-023-B in the amount of \$22,830" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

- MOTION:** “To approve line-item transfer request 2021-024 in the amount of \$100” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0
- MOTION:** “To approve line-item transfer request 2021-025 in the amount of \$2,620” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0
- MOTION:** “To approve line-item transfer request 2021-026 in the amount of \$2,500” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0
- MOTION:** “To approve line-item transfer request 2021-027 in the amount of \$74,400” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0
- MOTION:** “To approve line-item transfer request 2021-028 in the amount of \$1,656” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Copies of the line-item transfer forms and supporting documents are on file in the Finance Office.

ARPA Grant Awards

- MOTION:** “To award County ARPA grants in the total amount of \$508,832 as follows” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Organization	Amount Granted
NH Boat Museum	\$5,000
Wakefield-Brookfield Historical Society	\$4,000
Carroll County Adult Education	\$75,000
Vaughan Community Center	\$20,000
Carroll County RSVP	\$20,000
Gibson Center for Senior Services	\$50,000
Greater Ossipee Area Chamber of Commerce	\$6,000
Kingswood Youth Center	\$15,000
Ossipee Community Center	\$20,000
Child Advocacy Center	\$50,000
Starting Point	\$50,000
Mt Washington Valley Adult Day Care	\$50,000
Madison Church Food Pantry	\$5,000
Perform It	\$10,000
Effingham Connect	\$30,000
Moultonboro/Sandwich Senior Meals	\$15,000
Bearcamp Valley School	\$50,000
Ossipee Historical Society	\$15,000
Wolfeboro Nursery School	\$10,000
Knights of Columbus	\$3,832
Conway Area Humane Society	\$5,000

Due to potential of perceived conflict of interest, Comm’r Plache did not vote on the Perform It award, Chmn. McCarthy on the Carroll County RSVP award, and Comm’r Tessari on the Bearcamp Valley and Wolfeboro Nursery awards.

ARPA – County Staff Stipends

- MOTION:** “To provide stipends to County staff as outlined on the list provided by the CFO of \$2,000 for full-time employees, \$1,000 for part-time, and \$500 for per-diem employees who worked the 2021 calendar year and a prorated amount to

those employees hired during 2021” by Comm’r Plache, 2nd Comm’r Tessari.
Passed 3-0

Unexpended Funds

CFO Batchelder provided a list of unexpended funds that have had no activity in several years, totaling \$33,444.20.

MOTION: “To approve a \$762 donation to Carroll County 4-H, \$23,400 be reserved to complete a jail flooring project, and to allow the remaining \$9,282.20 to revert to the unrestricted fund balance” by Comm’r Tessari, 2nd Comm’r Plache. Passed 3-0

Checkmate Contract

MOTION: “To approve the one-year Checkmate payroll services contract” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Employee Health Insurance

The County has received a proposal from School Care for employee health insurance at a significant savings. The proposal is being sent to NH Interlocal Trust to determine if they can match it.

Record Disposition

Coord. Seamans has begun work on the organization and proper disposition of the County records located in the administration building storage room.

Vending Machines

Coord. Seamans will pursue replacement of the administration building vending machines.

Agenda items on hold to next meeting

Expense Reimbursement Policy
Cell Phone Reimbursement Policy

Minutes approved on _____ January 20, 2022 _____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk