

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
April 28, 2022

Present: Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, MVC Administrator Dee Brown (remote), Public Works Director Will DeWitte, Executive Coordinator Mellisa Seamans; Joy Gagnon, Claes Thelemarck and Lauren Banker (UNH Cooperative Extension); Crystal Sawyer (Carroll County Adult Education), Kerri Warms (Siemens), Ed Comeau (www.governmentoversite.com), Daymond Steer (Conway Daily Sun)

Pledge of Allegiance

Public Comment

None

Media Questions

None

Approval of Minutes

MOTION: "To approve the April 21, 2022 meeting minutes" by Comm'r Tessari, 2nd Comm'r Plache. Passed 2-0.

Manifest

- Accounts Payable \$1,617,343.20
- Payroll \$237,144.49

Treasurer's Report

None

Hale's Location

None

Water System Improvement - Dir. Will DeWitte

Dir. DeWitte submitted a revised ESR #2 from Underwood Engineering. The revision is necessary to better align with NH Department of Environmental Services grant requirements.

MOTION: "Approve Underwood Engineers ESR #2 as amended and to authorize Chmn. McCarthy to sign on behalf of the board" by Comm'r Tessari, 2nd Comm'r Plache. Passed 2-0.

Strategic Planning and Asset Management Grants

Strategic Planning Grant

MOTION: "Carroll County Board of Commissioners enter into a Drinking Water Sustainability Grant grant agreement with the New Hampshire Department of Environmental Services to fund a water system improvement project" And to further authorize Will DeWitte,

Superintendent of Public Works to executive any documents which may be necessary to effectuate this grant agreement and to authorize Commissioner Plache to sign the agreements” by Comm’r Tessari, 2nd Comm’r Plache, Passed 2-0

Asset Management Grant

MOTION: “Carroll County Board of Commissioners enter into a Drinking Water Sustainability Grant grant agreement with the New Hampshire Department of Environmental Services to fund a water system improvement project” And to further authorize Will DeWitte, Superintendent of Public Works to executive any documents which may be necessary to effectuate this grant agreement and to authorize Commissioner Plache to sign the agreements” by Comm’r Tessari, 2nd Comm’r Plache, Passed 2-0

Request for Proposals – Riding Lawn Mower

MOTION: “Authorize Director DeWitte to seek bids for a riding lawn mower as described in the request for proposals” by Comm’r Tessari, 2nd Comm’r Plache. Passed 2-0

Other Business

Dir. DeWitte requested time on the next meeting agenda to discuss the water meter and hydrant replacement projects.

Dir. DeWitte has a summer help position available, up to 30 hours a week, \$13 per hour.

Linen Service Agreement

MOTION: “To renew the agreement with General Linen Services and allow Director (Bob) Murray to sign and to waive any bidding requirements” by Comm’r Tessari, 2nd Comm’r Plache. Passed 2-0

Annex Project

UNH Extension, Siemens Energy, and Carroll County Adult Education have been collaborating since the Annex tour and provided a written proposal for reuse of the Annex prior to today’s meeting. The board discussed their proposal this meeting.

- C. Thelemarck: Partnering with other organizations, such as Carroll County Adult Education, is a positive. Extension subject matter varies from 4H, economic development, nutrition, forestry, agriculture, etc. Stem learning lab. A lot of opportunity in maker’s spaces. County trail system and high tunnel can be worked into this as well.
- J. Gagnon: Important not to compete with other efforts in the community. Carroll County Food Access Assessment is currently underway.
- K. Warms: Great layout for education learning kitchen
- K. Tessari: Really hoping access to computers and high speed internet available for community use.
- C. Sawyer: Computer literacy classes could be expanded with more space.

K. Warms: May be a little increase in ventilation costs. The building will be used a lot more and will offset. Once renovated will be more efficient and utilized. Will do a cost report to highlight the savings.

Comm'r Plache: The building is being used and has operating costs regardless.

C. Sawyer: Describe many new education opportunity possibilities – drone certification, CDL certification, beekeeping, Cricut Maker marketing,

D. Steer: Question about cybersecurity of a public computer lab. Question about length of project from approval to completion.

K. Warms: 6 months for development and then into construction phase of 6-9 months

Comm'r Plache: The Commissioners control how to spend the ARPA money. The Delegation has the authority to consent to the renovation per state law. This project, however, would not be spending local taxpayer dollars. Hopefully the Delegation will get on board.

K. Tessari: We've learned what the community needs are, have drawings, now it is up to the next phase is a pitch to the Delegation. The Annex is not going to go away so either we renovate or continue to operate it in an inefficient way

Comm'r Plache: The Delegation wants to know if this fits in the ARPA rules.

Comm'r Tessari: We have documentation from GOFFER confirming it does

Comm'r Plache: Because of the energy savings, the County cost to keep the building will not go up, even if it is utilized.

K. Warms: Will put together an energy use document to support that. LED lighting will be only lighting available by July 2023

Comm'r Tessari: There may be other grants and funds to help offset the costs of the projects. Optimizing the space for use in any way possible is the goal of the project

Comm'r Plache: Regarding roof, it does not leak. It will be evaluated and addressed in the renovation. One Delegation member said the building smelled and is infested with rats – simply not true.

Comm'r Tessari: If portions of the building or programs can be funded with grants, we are hesitant to commit only ARPA funds. The purpose of the funds is to be prepared in the event of another pandemic. We are going to use it for all of these great opportunities and shift into pandemic needs if they arise again

K. Warms: Bipartisan infrastructure grant process will open in the Fall and could help offset ARPA funding

Comm'r Plache: Central purchasing and storage space will be part of the Annex project, cost savings, buying bulk, loading dock

Comm'r Tessari: Being able to show the Delegation what programs will be available, how it will address community need will be helpful

Comm'r Plache: There are a lot of wins here, exciting to see it happen

Comm'r Tessari: The presentation will be finalized and all will be invited to attend the Delegation meeting to help present

J. Gagnon: Will be nice to do the cooking classes in-person and with the enhanced technology.

Comm'r Plache: Simple majority vote of the Delegation will allow the plan to move forward.

C. Sawyer: Will provide statistics

Comm'r Tessari: Personal testimony from current or former students would be impactful

Comm'r Plache: Cost estimates, narrowing down the potential uses. The community and our partners will decide how to best utilize the space

Approval of Minutes

MOTION: "To approve the April 21, 2022, Session I non-public meeting minutes" by Comm'r Tessari, 2nd Comm'r Plache. Passed 2-0

MOTION: "To approve the April 21, 2022 Session III non-public meeting minutes" by Comm'r Tessari, 2nd Comm'r Plache. Passed 2-0

Neither of these sets of minutes were sealed.

Line-Item Transfer

MOTION: "To approve line-item transfer 2022-02 to transfer \$27,540 from MVC LNA salaries to MVC Agency Staff" by Comm'r Tessari, 2nd Comm'r Plache. Passed 2-0

Non-Public Sessions

MOTION: "To enter non-public session under NH RSA 91-A:3, II (a) and (c)" by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0 on a roll call vote.

The board reconvened and voted to seal the minutes of both sessions.

The board recessed and will reconvene on May 12, 2022 at 9:00 a.m. unless a need to meet sooner arises.

Minutes approved on _____

_____ Absent _____
Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk