

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
March 24, 2022

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Register of Deeds Lisa Scott, Executive Coordinator Mellisa Seamans, Ed Comeau (www.governmentoversite.com), Director of Maintenance Bob Murray, Human Resources Director Linda Matchett, CFO Bonnie Batchelder

Pledge of Allegiance

Public Comment

None

Media Questions

None

Manifest

Accounts Payable 03/17/22 \$113,558.36

Payroll \$173,322.50

Bid Award – Roller Shelving

Reg. Scott recommends amending the vote of March 17 to purchase seven shelving units instead of five.

MOTION: **“To approve the purchase of seven roller shelving units at the cost of up to \$12,000 from Spectra Associates, Inc. to be taken from the Registry of Deeds Equipment Fund”** by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Generator Maintenance Agreement

Dir. Murray presented a generator maintenance contract for extension. Generator Connection has been the vendor since winning by competitive bid. Includes regular preventative maintenance with agreement to hold price for three years.

MOTION: **“To award the generator maintenance contract to Generator Connection for three years at the cost of \$5,170 per year and to authorize Director Murray to sign the agreement on behalf of the County”** by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Commissioners Comments & Reports

Comm’r Plache reported that the Carroll County Communication District Planning Committee met and organized this week. They are expected to meet once monthly, or more often as necessary, at the Annex and via Zoom.

Non-Public Sessions

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

The board reconvened and voted to seal the non-public session minutes 3-0.

Line Item Transfer

Comm’r Plache read the details of the transfer request. The purpose is to move the Payroll Coordinator position from the Finance Department to the Human Resources Department.

MOTION: **“To approve line-item transfer 2022-001”** by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Hiring Announcements

Chmn. McCarthy announced the following hiring decisions:

 Matt Nickerson (corrections officer)

 Liano Mendez (corrections officer)

 Linda Matchett (human resources director)

 Denise Leighton (Hales Location office administrator; formerly contracted, now County position)

Hale’s Location

The Board reviewed and signed a building permit.

Other Business

The end-February budget versus actual reports have been prepared.

Dir. Matchett was introduced and welcomed to her new position.

Minutes approved on _____ March 31, 2022 _____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk