

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
November 23, 2020

Present: Chairman Amanda Bevard, Vice-Chairman Terry McCarthy, Clerk David Babson, Executive Coordinator Mellisa Seamans, Rep. Ed Comeau (www.governmentoversite.com), Daymond Steer (Conway Daily Sun), CFO Fergus Cullen, HR Director Christopher Heroux, CCHOC Supt. Pat Bachelder, MVC Administrator Howie Chandler, Clearview TV

Convened: 9:00 a.m.

The public notice for this meeting was posted on the County website and in the Administration Building Lobby. There was a Zoom option for attendees.

Call to Order
Pledge of Allegiance

Manifest

Chmn. Bevard announced the November 20, 2020 manifest of \$494,125.86

Approval of Minutes

MOTION: “To approve the November 18, 2020 meeting minutes” by Comm’r Babson, 2nd Comm’r McCarthy. Passed 3-0

Media Questions

None.

Public Input

None

MVC Meal Delivery Carts

MOTION: “Put out the request for meal tray delivery cart proposals” by Comm’r Babson, 2nd Comm’r McCarthy. Passed 3-0

CFO Weekly Report

CFO Cullen is scheduled to speak to the auditor today regarding status of the 2019 audit.

Avenu Update

The board discussed the status of the purchase order and accounts payable modules and the activation of “seats” so department heads and/or their designee can view their department’s budgets in “real-time”. CFO Cullen disagrees with the department heads having access to the purchase order module but rather the finance office should be the central purchasing department. Chmn. Bevard noted that is not what the County paid for. Coord. Seamans said Avenu has had the modules ready since July, awaiting the go-ahead to provide the training that is included in the contract and to start the use of the modules. Reference was made to the presentation by Avenu at the October 23, 2019 meeting during which the modules and seats were explained. Chmn. Bevard asked that CFO Cullen set up the department head access and the modules implementation and training by the end of the year.

Employee Travel Guidance (Covid)

The board reviewed this guidance as presented by Dir. Heroux but chose to not adopt it as a policy.

Non-Public Session

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 (a) for sessions 3,4, and 5 and under NH RSA 91-A:3, II (c) for sessions 1 and 2.

Chmn. Bevard announced that the 2021 pay increases will be effective April 4, 2021 rather than April 1 as previously announced. The board also gave CFO Cullen permission to correct minor calculation errors/typos found after today's approval of the budget.

2021 Budget Approval

The board voted unanimously to approve the following proposed 2021 expenditure budgets:

Department		
4100 Commissioners	\$	138,764.00
4101 Treasurer	\$	10,582.00
4102 Special Fees	\$	3,817,942.00
4103 Human Resources	\$	187,477.00
4105 Finance Department	\$	415,901.00
4110 County Attorney	\$	764,272.00
4111 Victim/Witness	\$	91,860.00
4112 DV Prosecutor	\$	132,628.00
4120 Registry of Deeds	\$	1,066,805.00
4140 Sheriff	\$	1,698,050.00
4142 Dispatch	\$	830,492.00
4150 Medical Referee	\$	24,600.00
4170 Admin Building	\$	52,505.00
4190 Human Services	\$	5,500,000.00
4193 DPW	\$	273,933.00
4198 County Facilities	\$	955,131.00
6100 Jail/HOC	\$	3,488,267.00
8000 Information Tech	\$	428,945.00
8360 UNH Extension	\$	288,786.00
9100/60 Int & Debt	\$	1,983,186.00
9180 Regional Appro	\$	405,000.00
9285 Capital Reserve	\$	50,000.00
9370 County Convention	\$	10,306.00
9400 Capital Expenditure	\$	188,900.00
200 Fund Grants	\$	1,253,394.00
300 Fund MVC	\$	11,510,457.00
TOTAL	\$	35,568,183.00

The board voted unanimously to approve the following 2021 estimated revenue:

4000 County General	\$ 20,169,670.00
4140 Sheriff	\$ 293,505.00
4120 Registry of Deeds	\$ 1,053,472.00
6100 Jail/HOC	\$ 150,230.00
4193 DPW Income	\$ 30,252.00
9000 Interest Income	\$ 700.00
9500 Surplus to Reduce Taxes	\$ 2,400,000.00
200 Fund - Grants	\$ 1,353,394.00
300 Fund - Mountain View	\$ 10,116,960.00
TOTAL	\$35,568,183.00

Minutes approved on _____

Amanda Bevard, Chairman

David Babson, Clerk

Terry McCarthy, Vice-Chairman