

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
December 30, 2020

Present: Chairman Amanda Bevard, Vice-Chairman Terry McCarthy, Clerk David Babson, Executive Coordinator Mellisa Seamans (remote), Treasurer Joe Costello, CFO Fergus Cullen, Admin. Asst. Laura Morse, Register Lisa Scott (remote), Ed Comeau (GovernmentOversite.com), HR Director Christopher Heroux, Rep. Jonathan Smith (remote), Rep. Lino Avellani (remote), Rep. Glenn Cordelli (remote), Jon Rich (Cybertron)

Called to Order: 9:10am

Public Comment

None

Media Questions

None

Manifest Approval

The manifest for week ending December 25, 2020 is \$39,583.17

Approval of Meeting Minutes

MOTION: "To approve the December 22, 2020 meeting minutes" by Comm'r Babson, 2nd Comm'r McCarthy. Passed 3-0.

Department Head Report – Register Lisa Scott

Staff is taking turns working remotely. The public is welcome to visit the Deeds department if they adhere to covid protocols. Revenue for the year remains strong. Expenditures are in line except payroll due to a 53rd payroll in 2020, causing about \$134 shortage in the payroll budget. 2021 holiday closure calendar set. Reg. Scott thanked Chmn. Bevard and Comm'r Babson for their years' of service. Comm'r Babson congratulated her on meeting her revenue projections. Chmn. Bevard asked who is buying and selling property in Carroll County. Reg. Scott said the staff has been so busy she has not had time to do any analysis of this and is not sure that she is the one to do this. As of this date, the office has recorded 16,600 documents. The 2019 total was 14,150.

Accounts Payable

Comm'r Babson questioned employees being reimbursed for use of their personal credit card. He said this is not adhering to the credit card policy. Mr. Rich will explore combining all Zoom accounts under one master account in 2021.

CFO Weekly Report – Fergus Cullen

MOTION: "To accept the draft 2019 financial audit" by Comm'r McCarthy, 2nd Comm'r Babson. Passed 3-0

CFO Cullen and Treas. Costello indicated they had reviewed the draft and support its acceptance. Coord. Seamans was given permission to post the draft to the County website and to distribute to the Delegation.

CFO Cullen presented a written weekly report (attached). Favorable news about the possibility of refinancing the nursing home bonds. Treas. Costello suggested it is worth considering bonding the Deeds' record restoration project at the same time.

Regarding the \$15,000 in the 2020 budget for a jail audit, CFO Cullen had an informal conversation with members of the delegation who indicated they are not interested in pursuing it. If the full delegation decides otherwise, the funds can be added to the 2021 budget.

Treasurer Report – Joe Costello

MOTION: “Assess the penalty to any municipality that did not have their County tax payment to the County by December 17” by Comm’r Babson, 2nd Comm’r McCarthy. The board agreed to also include a letter citing RSA

Encumbrances

Atty. Andruzzi requests that the Civil Commitment budget line be “rolled over” as the CFO has indicated is allowable. CFO Cullen said if the money is rolled over that would allow for time to create a reserve fund. The commissioners chose not to support this request. Rather, there is \$20,000 in the 2021 budget that can be used to create such a reserve.

MOTION: “Encumber \$8,000 for the equipment to be installed in the new cruisers for the sheriff’s department” by Comm’r Babson, 2nd Comm’r McCarthy. Passed 3-0

Sick Time Policy Change – Christopher Heroux

This request will be carried over to the January 6 agenda.

Health Insurance – Elected Officials

MOTION: “All elected officials have the option to buy into the County medical insurance at 100% of the cost” by Chmn. Bevard, 2nd Comm’r Babson. Passed 3-0

The Health and Retirement Benefits Policy is under review for update. An April 2012 Delegation vote authorized the County to allow the county attorney, register, and sheriff to buy into the single-plan health coverage at the 80/20 match. This vote provides that these officials can purchase other coverages at their full cost and also allows the commissioners and treasurer to buy into any level of plan at 100% of their cost.

2021 Holiday Calendar

MOTION: “That the County follow the same calendar as the State holiday calendar for 2021” by Chmn. Bevard, 2nd Comm’r McCarthy.

This vote adds the day after Thanksgiving as a holiday in 2021 as an addition to the list of paid holidays for employees.

The board recessed for a non-meeting

Mountain View Community Collective Bargaining Agreement

MOTION: “Accept the contract between the Carroll County Commissioners for the Mountain View Community and the American Federation of State, County and Municipal Employees Local 3685/Council 93, AFSCME, AFL-CIO for the one-year contract period of April 1, 2021 to March 31, 2022” by Comm’r McCarthy, 2nd Comm’r Babson. Passed 3-0.

Comm’r McCarthy said it was a pleasure to be included in the negotiations, noting both Chris Kilmer and Howie Chandler were very good to work with throughout this.

Commissioners Comments

MOTION **“Allow the commissioners to purchase their County cell phones at the completion of their term and at the price agreed upon by the board”** by Comm’r McCarthy, 2nd by Comm’rs Bevard and Babson. Passed 3-0.

The board agreed with the recommendation of the treasurer and CFO to allow Comm’r Babson and Comm’r Babson to purchase their County cell phones for \$25 each.

Public Comment

Mr. Comeau noted he has not received a response to his verbal right-to-know request. He would like the migration balances that were approved when the County financial software system “migrated to the cloud”.

Mr. Comeau asked the cost of the MVC union contract. Chmn. Bevard said it is approximately \$350,000.

Non-Public Session

Coord. Seamans noted three requests for non-public session received from the jail superintendent, human resources director and the treasurer.

On a motion by Chmn. Bevard, 2nd by Comm’r McCarthy and a 3-0 roll call vote, the commissioners voted to enter into nonpublic sessions under NH RSA 91-A:3, II (c). The board reconvened and voted to seal the minutes.

Employee Medical Insurance

MOTION: **“To accept NH Interlocal Trust with their not to exceed rate of 3.82% for County health insurance”** by Comm’r McCarthy, 2nd Comm’r Babson. Passed 3-0.

Minutes approved on _____

Amanda Bevard, Chairman

David Babson, Clerk

Terry McCarthy, Vice-Chairman