

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
June 2, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Director of Maintenance Bob Murray, CCHOC Superintendent Sean Eldridge, Executive Coordinator Mellisa Seamans, Ed Comeau (GovernmentOversite.com), Daymond Steer (Conway Daily Sun)

Call to Order 9:05 a.m.

Pledge of Allegiance

Media Questions

None

Public Comment

None

Manifest

The manifest for May 26, 2021 is \$474,397.66

Approval of Meeting Minutes

MOTION: "To approve the minutes of April 28, 2021" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: "To approve the minutes of May 26, 2021" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0.

Department Head report – County Attorney Michaela Andruzzi

Atty. Andruzzi regretfully canceled prior to the meeting due to work obligation.

Bid Recommendation – Jail Security Cameras – Superintendent Sean Eldridge

Supt. Eldridge provided a written recommendation ahead of the meeting. The board agreed with his recommendation.

MOTION: "To award the bid to Brandywine in the amount, not to exceed, of \$17,980" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Non-Public Session

On a motion by Comm'r Tessari, 2nd by Comm'r Plache and a 3-0 roll call vote, the commissioners voted to enter into nonpublic session under NH RSA 91-A:3, II (b).

The meeting reconvened and Chmn. McCarthy announced the board voted to approve the hiring of Clyde Bean for the position of corrections officer.

Bid Recommendation – Sally Port Door Operators – Director of Maintenance Bob Murray

The request for proposals resulted in no bids received by the deadline. One bid from Door Services, Inc. arrived late. Dir. Murray did contact other vendors who chose not to submit bids.

MOTION: "To award the bid to Door Services, Inc. of Portland, Maine in the amount, not to exceed, of \$11,999" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Hoop House Repair

Dir. Murray has the funds to cover the cost of replacement plastic covering on the greenhouse in his care of grounds budget. Chmn. McCarthy will ask DPW Director Will DeWitte to complete this project as soon as possible.

Hale's Location

The board reviewed the monthly activity report and bank deposits.

MOTION: To authorize the treasurer to sign the monthly stipend check for the tax collector in the amount of \$1,000” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

Treasurer Report

Treas. Costello was absent this meeting. Chmn. McCarthy reported that the March and April bank reconciliations are complete and have been provided to the treasurer. The finance director has supplied the April-end expense and revenue reports to the treasurer.

Executive Coordinator

Coord. Seamans reported the annual report has to be published by June, awaiting final additions. Comm’r Tessari will attend the department head meeting June 3 at 1:00 p.m.

UNH Cooperative Extension/Carroll County MOU – Greenhouse

Comm’r Plache will continue the conversations with Extension and bring more information to next week’s meeting.

Boy Scouts/Carroll County Blueberry MOU

Mr. Steer provided the commissioners with a copy of the email he received from Bird Control Group regarding the proposed laser equipment installation in the blueberry field. The information in the email seems to differ from information presented at the May 26 meeting. Comm’rs Tessari and McCarthy do not have concern with the public being able to participate in pick-your-own blueberries on County land, unsupervised. Comm’r McCarthy will invite Dale Drew to the June 9 meeting for further discussion.

Policy Review

Nepotism Policy (new)

Comm’r Tessari provided draft language for consideration next meeting

Cell Phone Policy

Coord. Seamans will draft a proposed disclaimer notifying employees that using their personal cell phones for County business could subject them to 91-A requests for personal property. Comm’r Plache noted that some employees may not realize this possibility.

Competitive Bidding Policy

Comm’r Tessari provided draft language to update the policy to include protect clause. Coord. Seamans will contact other counties for copies of their competitive bid policies.

Commissioners Comments and Reports

The commissioners received an invitation to the R.S.V.P. annual volunteer luncheon and all plan to attend. Chmn. McCarthy spoke to Mitch Yeaton of White Horse Recovery. He invited the commissioners to tour the facility and meet staff and clients. Chmn. McCarthy will arrange this meeting.

Chmn. McCarthy announced the County received \$15,000 as first payment in the opioid lawsuit. The auditor will advise where the money should be applied. Mr. Steer was provided a copy of the letter from NH Attorney General’s Office.

Media Questions

Chmn. McCarthy responded to Mr. Steer that the CFO is expected to start June 14 and the MVC Administrator on June 7.

Public Input

None

Non-Public Session

On a motion by Comm’r Tessari, 2nd by Comm’r Plache and a 3-0 roll call vote, the commissioners voted to enter into nonpublic session under NH RSA 91-A:3, II (a) then reconvened, passing a motion to seal the minutes.

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

Minutes approved on _____06/16/21____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk