

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
June 16, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Register of Deeds Lisa Scott, MVC Administrator Deidre Brown, Treasurer Joe Costello, Executive Coordinator Mellisa Seamans, Ed Comeau (GovernmentOversite.com), Jim Miller (Clearview TV), Daymond Steer (Conway Daily Sun), David Babson

Call to Order 9:00 a.m.

Pledge of Allegiance

Media Questions

Mr. Steer asked the starting date for the new CFO. Chmn. McCarthy said the commissioners have granted him an extension to start by July 1.

Public Comment

Mr. Babson attended the UNH Cooperative Extension Advisory meeting June 15 and questioned when the commissioners will start sending a representative to the meetings. Chmn. McCarthy said Comm'r Plache is assigned to this and if he is unable to attend, the commissioners will appoint someone else. Meetings are held the third Thursday of each month at 6:00 p.m.

Manifest

The manifest for June 9, 2021 is \$492,456.51

The meeting recessed at 9:15-9:20 a.m. due to lack of quorum.

Hale's Location

Treas. Costello presented deposit receipts and profit and loss statement for review. The board is invited to attend the July Hale's Location Association meeting, date and time to be determined.

MOTION: "To authorize the treasurer to sign a check to Conway Fire Precinct in the amount of \$17,500" by Comm'r Plache, 2nd Chmn. McCarthy. Passed 2-0

Bid Opening – Water System Improvement Study

The board opened three bids and announced as follows:

1. Horizons Engineering \$35,600
2. Nobis Environmental \$38,200
3. Underwood Engineering \$15,000

The bids will be forwarded to the DPW Director and Director of Maintenance for review and recommendation.

Bid Opening – Grease Tank Pumping

The board opened one bid received that will be forwarded to DPW Director for review

1. J&S Development \$1,320

Treasurer Report

The auditor will be at County for two days at the end of the month to continue work on the 2020 financial audit. May 31 expense and revenue report is expected from the finance department by June 30.

Approval of Minutes

MOTION: “To approve the June 2 meeting minutes” by Comm’r Plache, 2nd Comm’r Tessari.
Passed 3-0

MOTION: “To approve the June 9 meeting minutes” by Comm’r Plache, 2nd Comm’r Tessari.
Passed 3-0

Commissioners Comments and Reports

Chmn. McCarthy noted the board received the end-May revenue report from Register of Deeds, showing a 78% increase in revenue over last year.

Comm’r Plache read an email received from a citizen concerned about the mask requirement in Governor Wentworth Regional School District. Comm’r Plache said GWRSD continues to require students and staff to wear masks at all times, stricter than CDC guidance.

Comm’r Plache read a letter from Strafford County Administrator Ray Bower. Mr. Bower served as acting MVC administrator.

Admin. Brown said many visitors are now able to visit the nursing home. All beds are filled and there is a waiting lists. Staff and residents continue wearing masks in the building.

With the state of emergency lifted, the State wants MVC to apply for a lab license to do covid screenings. Admin. Brown said this is an enormous hoop and she is working with the State and other county homes to get a pass on this requirement.

Chmn. McCarthy attended the RSVP luncheon.

Hale’s Location Association has invited the Board to attend their July meeting.

Comm’r Plache attended the installation of the laser system in the blueberry field. The Scouts have done a terrific job of maintaining the blueberry bushes.

Department Head Report – County Attorney Michaela Andruzzi

The deputy county attorney left to take a federal job and assistant attorney to a private law firm. Domestic violence cases heavier than anticipated. Comm’r Plache asked if the office has the resources needed to handle this challenge. The county attorney’s office now handles domestic violence cases for all County police departments NH State Police and Conway. Atty. Andruzzi sees the need for a full-time domestic and sexual violence investigator. The Sexual Assault Resource Team is training each month but a consistent investigator is on her wish list. Other counties have this position. Comm’r Plache sees a need to address this and that ARPA funds may be used to support the need. Moving the administration functions to the Annex could free up needed space in the building for the county attorney’s office.

Records Restoration and Archival Contract

MOTION: “To authorize the Register of Deeds to sign the KoFile contract, as is” by
Comm’r Plache, 2nd Tessari. Passed 3-0

The bond requires the project be complete within three years. The contract shortens the project period to 18 months.

Competitive Bidding Policy

MOTION: “Approve the revised competitive bidding policy” by Comm’r Plache, 2nd
Comm’r Tessari. Passed 3-0

Public Records Policy (Right to Know)

Mr. Comeau said his email, hosted on an overseas server, was blocked from communicating with the County on a records request issue. He also has a concern about the way requests and responses are decentralized.

Comm'r Tessari asked if a computer could be set up that is not connected to the server for opening questionable email.

Municipal Records Committee

Comm'r Plache agreed to serve on the committee as the commissioners' representative.

Media Questions

Mr. Steer asked about the \$9.5 million anticipated in ARPA funds. The next committee meeting is June 23 at 3 p.m. Comm'r Plache said priorities include solving the office space problem by renovating the Annex; HVAC and water system upgrades; generator; broadband. A committee is forming to set up a communications district to address broadband concerns in the County. The money can be also used to benefit the community, even if offering parts of the Annex for small business office space, offering space to Extension to expand its program offerings.

Public Comment

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 (c). The board reconvened following the three sessions and voted 3-0 to seal the minutes.

Meeting adjourned at 12:45 p.m.

Minutes approved on _____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk