

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
July 7, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Treasurer Joe Costello, Executive Coordinator Mellisa Seamans, CCHOC Superintendent Sean Eldridge, Register of Deeds Lisa Scott, Ed Comeau (GovernmentOversite.com)

Call to Order 10:00 a.m.

Pledge of Allegiance

Approval of Meeting Minutes

MOTION: "To approve the June 30 meeting minutes" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Media Questions

None

Public Comment

None

Manifest

The payroll manifest for July 2, 2021 is \$291,717.01

The accounts payable manifest for June 30, 2021 is \$600,774.91.

Line-Item Transfer Request

MOTION: "Approve line-item transfer 2021-04 as follows:

From Account	Amount	To Account
100.6100.008	\$155,860.94	100.6100.025
100.6100.023	\$15,000.00	100.6100.025
100.6100.026	<u>\$79,454.00</u>	100.6100.025
	total \$240,386.94"	

by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Supt. Eldridge provided a written explanation for this transfer request. The transfer will allow for the payment of the monthly Prime Care Medical Services invoices.

Department Head Report – Register Lisa Scott

Reg. Scott presented the July revenue report (Attached). All documents have been delivered to the restoration facility in Vermont. The plans are being inventoried. Reg. Scott will then bring forward a request for proposals to purchase flat file cabinets. She is interested in purchasing used if possible. The Registry proposed project for ARPA funds is on the list to be considered by the County committee. The next meeting has not been set.

Hale's Location

The board received and reviewed the tax collector's monthly report.

MOTION: "To authorize the treasurer to sign the monthly stipend to Ms. Leighton in the amount of \$1,050" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Treasurer's Report

The board is expecting a draft audit report next week. The issues continue to be additional work the finance department is trying to do that is also affecting the May 2021 bank reconciliations and month-end financial reports.

Annual Report

Comm'r Tessari expects to have a draft of the commissioner's report next week.

Blueberry Storage Shed

Held to next meeting.

Commissioners Comments & Reports

Comm'r Plache will work on a draft policy for funding outside agency requests.

Other Business

The MVC Recreation Department participated with residents in the Ossipee July 4th Parade and won first place. The commissioners approved of the staff having an Employee Paint Night on July 26 so long as the event is cleared with the maintenance director.

Jon Rich will provide a copy of the county attorney law library subscription to fulfill a right-to-know request.

Media Questions

None

Public Comment

None

Non-Public Session

On a motion by Comm'r Tessari, 2nd 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), (c). The board reconvened and voted 3-0 to seal the minutes of sessions 1-3.

Meeting adjourned at 12:21 p.m.

Minutes approved on ____ July 14, 2021 ____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk