

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
July 21, 2021

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Treasurer Joe Costello, DPW Director Will DeWitte, Director of Maintenance Bob Murray, register of Deeds Lisa Scott, MVC Administrator Deirdra Brown, CCHOC Superintendent Sean Eldridge, HR Director Christopher Heroux, Executive Coordinator Mellisa Seamans, Ed Comeau (GovernmentOversite.com), David Babson, Joy Gagnon (Ossipee Round Table)

Call to Order 9:00 a.m.

Pledge of Allegiance

Approval of Meeting Minutes

MOTION: "To approve the July 14, 2021 meeting minutes" by Comm'r Tessari 2nd Comm'r Plache. Passed 3-0

Media Questions

None

Public Comment

Mr. Babson asked for the first quarter 2021 expense and revenue reports to be put on the County website. Comm'r Plache noted that these reports were done and distributed publicly for the Delegation review in May. Coord. Seamans emailed the reports to Mr. Babson and will have them posted to the County website as soon as possible.

Manifest

The payroll manifest for July 16, 2021 is \$290,219.05

The accounts payable manifest for July 16, 2021 is \$276,515.51

Line-Item Transfer Requests

None

Hale's Location

Comm'r Plache attended the Hale's Location Association Annual Meeting July 19. There is great interest in broadband across the county and they agreed to have a representative on the Carroll County Broadband Committee.

Treasurer's Report

May expense and revenue reports received from finance director today. He expects to receive the end-June financials in the next week or two. Comm'r Plache said the board has been working really hard to put different processes in place to result in more timely completion of monthly reconciliations and monthly financial reports.

Department Head Report – MVC Administrator Deidra Brown

State survey occurred last week. The survey was wonderful; staff did amazing job. Recommendation to look at more vegetarian meal options. Informed by supplier that there is going to be a beef, pork shortage. A few minor findings related to documentation. Carnival being planned end-August. Visitors and pets are being allowed in. Hope to open café soon. At full capacity with a waiting list. Very impressed with how staff does their jobs and

how dedicated they are. Will be submitting a proposal to use ARPA funds to reinstitute in-house transportation service. Currently relying on families and volunteer services to drive residents to medical appointments.

Department Head Report – DPW Director Will DeWitte

Dir. DeWitte submitted a written report ahead of the meeting (on file).

Hydrants – Received estimate for purchasing 12 new hydrants (\$35,000) and the installation (\$14,400).

Water Meters – Goal is to install capability to read the water meters from the street and to install meters on all County buildings.

Comm’r Plache suggested that Dir. DeWitte get a quote for a truck and the board will consider using ARPA funds to purchase. A replacement truck was requested in the 2021 budget but not funded by the Delegation.

Water System Study – Underwood Engineering submitted a general service agreement and request to conduct the water system study. Comm’r Tessari requested the service agreement have a more succinct cancellation clause. Dir. DeWitte will ask Underwood to consider edits to this section and will invite their representative to a kick-off meeting with the commissioners.

Blueberry Field Storage Shed – The Scouts have requested permission to build a storage shed with the funding for materials provided by the County. Chmn. McCarthy suggested that ARPA funds may be used for this project. If not, Dir. Murray will add this to his 2022 budget.

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 (b), (b). The board recessed the non-public session and continued their regular meeting. The board later voted to seal the minutes of sessions 1, 3 and 4.

Carroll County Welcome Day

Ms. Gagnon presented a request to use County grounds for a Carroll County Welcome day to be held this fall. A member of the roundtable group will return to the meeting next week to provide more information. The directors of DPW and maintenance will be asked to attend the meeting.

Employee Medical Insurance Request for Proposals

MOTION: “To approve the medical insurance RFP” by Comm’r Plache, 2nd Chmn. McCarthy. Passed 2-0.

Other Business

Reg. Scott asked the commissioners to consider expanding the use of credit cards for payments of services at the Registry. As requested, she will contact other county registries to find out how many offer this.

Chmn. McCarthy announced the hiring of two corrections officers – Kyle Bruce and Katherine White.

Primex is giving the County a “holiday” and reimbursing the County \$176,450.82. In 2020, the Board voted to take the refund as revenue rather than a credit towards the future bill.

With the Board changing their meetings to Thursdays, the IT contractor will be changing his onsite day from Wednesdays to Thursdays.

Media Questions

None

Public Comment

None

Meeting adjourned at 3:20 p.m.

Minutes approved on July 28, 2021

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk