

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
October 28, 2021

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

Pledge of Allegiance

Public Comment

None

Approval of Meeting Minutes

MOTION: "To approve the minutes of October 21, 2021" by Comm'r Tessari, 2nd Comm'r McCarthy. Passed 2-0.

Manifest

The manifest for October 22, 2021 was \$70,746.48

Hales Location

MOTION: "To authorize the treasurer to sign checks payable to Whitney Consulting and Town of Conway" by Comm'r Tessari, 2nd Chmn. McCarthy. Passed 2-0

Line-Item Transfer

MOTION: "To approve line-item transfer 2021-007" by Comm'r Tessari, 2nd Comm'r McCarthy. Passed 2-0.

This transfer moves funds from seven expenditure lines to 6100.025 Medical Services to cover the cost of the Primecare contract through the end of the year.

Comm'r Plache joined the meeting.

Bid Opening – Registry of Deeds

The board opened four bids received in response to the request for proposals for computer monitors:

| | |
|--------------------------|------------|
| Howard Technologies | \$6,205.00 |
| Gov Connection Inc | \$4,015.02 |
| Hypertech Direct | \$4,453.41 |
| TB&A Hospital Television | \$8,808.00 |

Reg. Scott took the bids for review and returned later in the meeting with a recommendation. She ruled out the two top bids and contacted the two lowest bidders. The monitors are not all in stock and weeks out for delivery. She then contacted the IT contractor who provided a quote for in-stock monitors through Amazon.com. Reg. Scott asked for permission to allow the IT contractor to purchase the monitors.

MOTION: "To allow the purchase of 22 monitors for a total cost of \$4,208.38" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Receipt Printers

MOTION: "To authorize the Registrar to purchase five receipt printers totaling \$1,150" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0.

Budget Presentation – Registry of Deeds – Register Lisa Scott

Reg. Scott presented her proposed 2022 County budget.

The department met its anticipated revenue for 2021 in September. Comm’r Plache cautioned against overestimating revenue in 2022. On December 1, the new land records management system will be up and running alongside the current system for the month. Moving to the new system at the beginning of the year is contingent on the approval of Reg. Scott’s request for ARPA funding being granted.

Budget Presentation – Carroll County Conservation District

District Manager Catherine Dufault, joined by Steve Scapicchio (Chairman) and Ian Whitmore (Treasurer) 2022 budget request, level-funded at \$46,150. Ms. Dufault noted that she is looking for part-time office space in the southern part of Carroll County. Following the presentation, the District members went on a tour of the County property and DPW buildings.

Budget Presentation – County Attorney Michaela Andruzzi

Atty. Andruzzi presented the Medical Referee, DV Prosecutor, Victim Services, Diversion and County Attorney budgets. The board will take into consideration her request to combine the DV Prosecutor budget into the County Attorney budget. Atty. Andruzzi requests adding a revenue budget for her department.

Non-Public Session

MOTION: “To enter into non-public session under 91-A:3, II (b)” by Comm’r Tessari, 2nd Chmn. Plache. Passed on a roll call vote 3-0

The board reconvened the public meeting and voted to seal the minutes.

MVC Private Pay Rate

MOTION: “To increase the daily private pay rate at MVC to \$380 per day” by Comm’r Plache, 2nd Comm’r Tessari. Passed 3-0

This rate was last increased in 2016. Admn. Brown noted this will be reviewed annually going forward.

Non-Public Session

MOTION: “To enter into non-public session under 91-A:3, II (a)” by Comm’r Tessari, 2nd Chmn. Plache. Passed on a roll call vote 3-0

The board reconvened the public meeting and voted to seal the minutes.

ARPA Funding

Comm’r Tessari explained that the Commissioners’ proposed ARPA spending was submitted to GOFERR (Governor’s Office for Emergency Relief and Recovery) for review. The commissioners were notified that their proposal appears to fit within the guidelines. There will be a public hearing on the Commissioners’ proposal on November 18, 2021 at 5:30 p.m. at the Annex (former County nursing home).

Public Comment

Mr. Comeau agrees that the Delegation does not have the authority to adjust revenue. He suggested the County have an internal policy stating annually what the revenue will be. If the Delegation attempts to set the revenue again, it may require legal action to stop them. Comm’r Plache said if the Delegation wants the authority to adjust the revenue they should change the law. The power of the Delegation does not extend to setting revenue.

Upcoming Dates

November 5 Friday 9:00 a.m. Commissioners’ Meeting [replaces Nov 4]

November 9 Tuesday 9:00 a.m. Commissioners' Meeting [replaces Nov 11 – Veterans Day]
November 18 Thursday 12:00 p.m. Commissioners' Mtg. [anticipate final vote on proposed budget]
November 18 Thursday 5:30 p.m. Public Hearing on Commissioners' proposed use of ARPA funding.
To be held at the Annex.
Week of Nov 25 There will be no Commissioners' meeting this week. Happy Thanksgiving!
November 29 Monday 10:00 a.m. 2022 Public Budget Hearing & Delegation Meeting
[inclement weather date – 12/6/21]

Minutes approved on _____November 5, 2021_____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk