

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
November 3, 2022

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, CFO Bonnie Batchelder, Executive Coordinator Mellisa Seamans, MVC Administrator Dee Brown, MVC Finance Director Paula Coates, Ed Comeau (www.governmentoversite.com)

Pledge of Allegiance

Media Questions

None

Public Comment

None

Manifest Approval

Accounts Payable

- October 26 2022 \$76,562.17

Payroll

- October 28 2022 \$207,870.37

Approval of Minutes

MOTION: **"To approve the October 27, 2022 minutes as amended"** by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

MOTION: **"To approve the October 20, 2022 meeting minutes"** by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Hales Location

MOTION: **"To approve and sign the NH DRA MS-1 form"** by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

The board received and reviewed an abatement request in the amount of \$4.39. No action taken.

MOTION: **"To appoint Denise Leighton as 9-1-1 liaison for Hales Location"** by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

Budget Presentation – Information Technology – Jon Rich (Cybertron)

- Training line budgeted at \$1 to keep the line open in case countywide training needed. Currently departments have training in their own budgets.
- Some Microsoft licenses are purchased each year. As computers are replaced, the version is replaced. Purchases are kept in an inventory.
- Email encryption is underutilized; available for employees who want to use it. The ability to send to anyone in the world in an encrypted format so it cannot be read by "bots". Sensitive

information, i.e., personnel records, medical information, should be sent encrypted. Emails that stay within in the County system stay in the server and behind a firewall.

- Cybertron staff and County Maintenance Director Bob Murray have remote access.
- The Cybertron contract covers labor. Parts and equipment are paid for by the County.
- The Cybertron contract now includes support for the Registry of Deeds at \$500 per month.
- Proposed 2023 is decreased significantly due to department-specific software now being allocated to the departments.

Budget Presentation – Mountain View Community – Administrator Brown and Director Coates

- Comm’r Plache is being questioned by constituents about in the increase in medical insurance costs. He asked why employees do not understand that, in fact, the new medical insurance is a cost savings to them. Admin. Brown suggested that employees may not understand the availability of the FSA and how it works. CFO Batchelder suggested that human resources do another information session. She added there is no “up-front” cost to the employees and this information is incorrect.
- CFO Batchelder questioned the increase in the salary line if it is anticipated that there is an increased need for overtime and agency staffing. Incentives are also factored into the nursing salary line. There are currently two agency staff.
- Admin. Brown suggests looking at adjusting the 2nd shift differential and increasing starting pay as a way to recruit and retain staff.
- With eight recent deaths, the MVC census is at 94 today with admissions in progress.
- Incentives are paid to help with filling shifts. Dir. Coates will request a report of incentives paid to date in 2022. It was suggested to make this a separate budget line.
- The private pay rate for residents is \$380 per day. Admin. Brown will prepare a report of all nursing home private rates in the County.

Non-Public Session

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

The board reconvened and voted 3-0 to seal the minutes.

Meeting adjourned 1:07 p.m.

Minutes approved on _____ November 10, 2022_____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk