

County of Carroll
Commissioner's Meeting
Carroll County Administration Building
September 8, 2022

Present: Chairman Terry McCarthy, Vice-Chairman Matthew Plache, Clerk Kimberly Tessari, Executive Coordinator Mellisa Seamans, Maintenance Director Bob Murray, Ed Comeau (www.governmentoversite.com),

Pledge of Allegiance

Media Questions None

Public Comment None

Non-Public Sessions

MOTION: "To enter non-public session under NH RSA 91-A:3, II (c)" by Comm'r Plache, 2nd Chmn. McCarthy. Passed 3-0 on a roll call vote.

The meeting reconvened and the Board voted to seal the meeting minutes.

Approval of Minutes

MOTION: "Approve the August 18, 2022 meeting minutes" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

The August 25 minutes will be held for approval next meeting.

Manifest Approval

Accounts Payable

- August 31, 2022 \$918,972.14
- August 24, 2022 \$82,354.80

Payroll

- August 26, 2022 \$247,037.39
- September 2, 2022 \$236,971.93

Bid Opening – Administration Building Rooftop Units

The Board opened and announced two bids:

1. ENE Systems \$523,094
2. Siemens \$511,000

Dir. Murray will review the bids and return with a recommendation.

MVC Update

The three-day State survey is underway at MVC. Discussion about applying for County nursing home grant funds. Suggested items – sprinkler system upgrades, security camera upgrades, remaining HVAC controls, garage, and pavilion.

Registry of Deeds

MOTION: To approve the 2023-2024 Twin Rivers contract and authorize the Register to sign" by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0

The Registry has ordered the last equipment and Carroll County IT will install it to ensure the office is able to fully operate if the Land Records Management System (LRMS) Vendor is affected by an internet interruption. Year 2 and beyond of webhosting is in the final stages of setup. ARPA funds have been allocated to pay for year one of the LRMS and set up and payment of web hosting for year 2. Year 2 maintenance fee of \$27,500 will be included in the deeds budget for 2023 and beyond as agreed to in the contract with AIT LLC, Year 3 of web hosting will be included in the deeds budget for 2024 and beyond. The Register is very satisfied with the expertise and service provided by AIT LLC. Now that the system is operating, the Register has contacted the Department of Homeland Security to have a cybersecurity audit of the Registry systems performed by CISA (Cybersecurity Infrastructure Security Agency).

Total revenues are down 8% compared to August 2021; County share of revenue down 16%.

Hale's Location

The Commissioners plan to attend the October 15 Hale's Location Association meeting.

MOTION: **Approve contract between Hale's Location and Conway Fire Department to provide fire and EMS services to Hale's Location for annual payment of \$35,000 for 2022 through 2026"** by Comm'r Tessari, 2nd Comm'r Plache.
Passed 3-0

Travel and Expense Policy

The Board signed the Travel and Expense Reimbursement Policy as approved August 25.

Non-Public Sessions

MOTION: **"To enter non-public session under NH RSA 91-A:3, II (a), (b) and (c)"** by Comm'r Plache, 2nd Chmn. McCarthy. Passed 3-0 on a roll call vote.

The meeting reconvened and the Board voted to seal the meeting minutes.
Chmn. McCarthy announced the hiring of Corrections Officer Sean Riley.

Courthouse

MOTION: **"Approve the letter to go to Ossipee Historical Society that includes a quitclaim deed and resolution that will effectuate the transfer of the Courthouse back to the County. The Historical Society is not maintaining the building as an open historical society as required by the deed"** by Comm'r Tessari, 2nd Comm'r Plache. Passed 3-0

Anyone with interest in the old courthouse is asked to contact the Commissioner's Office.

Media Questions

Mr. Comeau asked the status of the 2021 financial audit. Chmn. McCarthy said the County has still not been able to find an auditor to contract with.

State of NH County Nursing Home Infrastructure Program

MOTION: **"To authorize Commissioner Tessari to sign the grant application"** by Comm'r Plache, 2nd Comm'r Tessari. Passed 3-0.

Meeting recessed to the Call of the Chair.

Minutes approved on _____September 22, 2022_____

Terry McCarthy, Chairman

Matthew Plache, Vice-Chairman

Kimberly Tessari, Clerk