

**Carroll County Board of Commissioners
Meeting Minutes
April 11 2024**

Members Present: Chairman Terry McCarthy, Vice-Chairman Chuck McGee, Clerk Bill Nelson
Others Present: Executive Coordinator Mellisa Seamans, DPW Director Will DeWitte, CFO Bonnie Batchelder-Edson; Lynette Carney and Jordan Provencher (Underwood)
Public Present: Fred Cain, Ed Comeau (governmentoversite.com), Dallas Emery, Kevin Houle, John Burgess

Pledge of Allegiance
Call to Order

Public Comment

Mr. Cain: Can the County tell me if all of the hay from the previous year has been paid for? Request for digital copy of the hay-related text messages provided to Mr. Houle. Request for January 1 to March 31 2024 agency staffing expenditures. Request for hay sales information.

Mr. Houle: Had a meeting yesterday with Comm’r Nelson, Coord. Seamans and Director DPW, was scolded for attempting to film the meeting and was told to stop filing and threatened with removal

Approval of Meeting Minutes

MOTION: To approve meeting minutes of April 2 2024 by Comm’r Nelson, 2nd Comm’r McGee. Passed 3-0

Manifest Approval

MOTION: To approve the manifest totals as read:

Apr 10 2024	Accounts Payable	454,680.42
Apr 5 2025	Payroll	300,602.53
Apr 12 2024	Payroll	231,315.71

by Comm’r McGee, 2nd Comm’r Nelson. Passed 3-0

Bid Recommendation – MVC Laundry/Service Truck – Facilities Director Bob Murray

One bid received in response to the request for proposals. Dir. Murray recommends awarding the bid to Irwin Automotive Group. There is \$70,000 in the 2024 capital expense budget for the truck purchase. To cover the overage, Dir. Murray suggest buying one fewer ceiling lifts and reallocating that \$3,725.

MOTION: To purchase the truck from Irwin Automotive Group of Laconia in the amount of \$73,725 by Comm’r McGee, 2nd Comm’r Nelson. Passed 3-0

MOTION: To reallocate \$3,725 in the MVC capital budget to cover the cost of the truck by Comm'r McGee, 2nd Comm'r Nelson. Passed 3-0

Trust Funds & Capital Reserves – CFO Bonnie Batchelder-Edson

Notified by NH DOJ Charitable Trust Unit that reporting on charitable funds at MVC insufficient. Coord. Seamans conducted thorough research on handling trust and reserve funds and produced report for the Commissioners. CFO conducted further research.

- Dube Fund – A bequest that was given to the nursing home with no restrictions. Invested in a CD. Two years ago the CD came up for renewal and about \$20,000 was taken out and set aside for nursing education.
- Gift Cart Account – Used to be under control of the Friends of Mountain View but since that non-profit dissolved the funds have been held by County in a separate checking account. Receives donations and fundraising dollars. Move this account to Bank of New Hampshire
- Eleanor Black Sidelinger Fund – Held at NH Charitable Foundation for nursing education. County receives an interest payment from the account annually.

These are true trust funds and should be under the control of trustees of trust funds – a commissioner, a delegation member, and the treasurer. The trustees oversee deposits and expenditures from these accounts.

- Capital and Non-Capital Reserve are not under purview of trustees.

All trusts and reserves are audited annually.

The Trustees of Trust Funds includes one commissioner, one Delegation member and the treasurer.

MOTION: To appoint Commissioner Chuck McGee to serve as trustee of trust funds by Comm'r Nelson, 2nd Comm'r McGee. Passed 3-0

Sheriff's Department Collective Bargaining Negotiations

MOTION: To appoint Commissioner Bill Nelson to serve on the County negotiating team by Chmn. McCarthy, 2nd Comm'r McGee. Passed 3-0

Letter of Interest – Hayfield Care & Harvesting

The County received one letter of interest in response to an advertisement calling for those interested in entering into a lease for the County hayfields. The letter was given to DPW Director DeWitte for review and recommendation.

Water System Improvement Study Update – Underwood Engineers/DPW Director DeWitte

Ms. Carney and Mr. Provencher presented an update on the water project. (Attached for the record)

- The capacity study has determined the County has sufficient water to meet daily needs and can handle additional demand such as a renovated Annex. However, a new source should be explored for a larger project such as housing development.
- Not aware of any grant funding programs to fund work on the fire pond. There are revolving loans for water system replacement but systems that have source issues, contaminations, etc. rank hire than a County application would for replacement of Old Route 28 water lines.
- The Old Route 28 line serves about 15 customers and is 4" PVC pipe versus the rest of the system that is 8" to 10" ductal line.

Equitable Sharing Agreement and Certification

Federal compliance report for money that is seized during drug cases.

MOTION: To approve the equitable sharing agreement and certification and to authorize the Sheriff to electronically sign on behalf of Chairman McCarthy by Comm’r McGee, 2nd Comm’r Nelson. Passed 3-0

Non-Public Session

MOTION: To enter into non-public session in accordance with NH RSA 91-A:3, II (a), (i), and (c) by Comm’r Nelson, 2nd Comm’r McGee. Passed 3-0 by roll call vote.

A motion to exit non-public and seal the minutes of all sessions passed 3-0

Legal Counsel Retention

MOTION: To retain Matthew R. Johnson, Esquire of Devine Millimet to review the Siemens Annex contract by Comm’r Nelson, 2nd Comm’r McGee. Passed 3-0

Media Question

Mr. Comeau reminded that NH RSA 91-A was changed recently and nonpublic minutes have to be regularly reviewed and considered for release. Chmn. McCarthy noted it is challenging for new commissioners to know what is okay to be released when they were not here when the sessions took place.

Meeting adjourned 12:12 p.m.

Date Approved: _____

Terry McCarthy
Chairman

Chuck McGee
Vice-Chairman

Bill Nelson
Clerk