

**County of Carroll  
Delegation Meeting  
Carroll County Administration Building  
February 11, 2021**

**Meeting convened:** 2:00pm

**Members Present:** Chairman Lino Avellani, Vice-Chairman William Marsh, Clerk Brodie Deshaies, Mark McConkey, Jonathan Smith, Bill Nelson, Karen Umberger, Anita Burroughs, Steve Woodcock, Jerry Knirk, Karel Crawford, Tom Bucu, Chris McAleer, John MacDonald

**Others Present:** Commissioners Terry McCarthy, Matthew Plache and Kimberly Tessari; CFO Fergus Cullen; County Attorney Michaela Andruzzi, Sheriff Domenic Richardi; Ed Comeau (GovernmentOversite.com), Daymond Steer (Conway Daily Sun), Treasurer Joe Costello, Register of Deeds Lisa Scott

Executive Coordinator Mellisa Seamans was present and prepared the minutes.

Call to Order  
Pledge of Allegiance

**Approval of Meeting Minutes**

**MOTION:**

**Budget Presentations**

Name	Line	Proposed	Action
Revenue – Sheriff Income	Revenue	\$293,505	<b>MOTION:</b> “To approve \$293,505” by Rep. Crawford, 2 <sup>nd</sup> Rep. Deshaies. Passed 13-0
Grants-Dispatch, Highway Safety	200.4140.	\$80,000	<b>MOTION:</b> “To approve the funding of \$80,000 grants” Passed 13-0
Victim/Witness	100.4111	\$93,347.36	<b>MOTION:</b> “To approve \$93,347.36” Rep. Deshaies, 2 <sup>nd</sup> Rep. Burroughs. Passed 12-1 with Rep. Umberger opposed
County Attorney	100.4010	\$764,272	<b>MOTION:</b> “To reduce line .029 to \$3,000 Passed 12-1 with Rep. Knirk opposed and Reps. Cordelli and McConkey absent <b>MOTION:</b> “To remove \$10,000 from line .030 and to create a \$10,000 contingency line for this purpose” by Rep. Marsh, 2 <sup>nd</sup> rep. Woodcock. Passed 12-0 <b>MOTION:</b> “To approve the County Attorney budget at \$733,272” by Rep. Bucu, 2 <sup>nd</sup> Rep. Deshaies. Passed 12-1 with Rep. Umberger opposed
DV Prosecutor	100.4112	\$132,628	<b>MOTION:</b> “To reduce .096 to \$5,000” by Rep. Woodcock, 2 <sup>nd</sup> Rep. McConkey. Passed 15-0 <b>MOTION:</b> “Approve the DV Prosecutor budget at \$130,628” by Rep. Buc, 2 <sup>nd</sup> rep. Marsh. Passed 12-1 with Rep. Umberger opposed.

Grant – Victim/Witness		\$32,500	<b>MOTION:</b> “To approve the grant of \$32,500” passed 13-0
Revenue – Victim/Witness Grant	200.4000.033	\$32,500	<b>MOTION:</b> “Approve the Victim/Witness grant revenue” by Rep. Umberger, 2 <sup>nd</sup> Rep. Woodcock. Passed 13-0
Department of Public Works	100.4193	\$273,933	<b>MOTION:</b> “.062 reduced to \$3,500 and .065 increased to \$3,000” by Rep. Umberger, 2 <sup>nd</sup> Rep. Woodcock. Passed 13-0
Interest Expense	100.9100	\$605,620	<b>MOTION:</b> “To approve \$605,620” by Rep. McConkey, 2 <sup>nd</sup> Rep. Umberger. Passed 11-0
Long Term Debt	100.9160	\$1,377,566	<b>MOTION:</b> “To approve \$1,377,566” by Rep. McConkey, 2 <sup>nd</sup> Rep. Marsh. Passed 11-0
Special Fees & Services	100.4102	\$3,817,942	<b>MOTION:</b> “To increase .003 Legal Fees to \$70,000” by Rep. McConkey, 2 <sup>nd</sup> Rep. Marsh. Passed 11-0 <b>MOTION:</b> “To increase .012 Medical Insurance to \$3,051,505” by Rep. McConkey, 2 <sup>nd</sup> Rep. Marsh. Passed 11-0. <b>MOTION:</b> “To approve 100.4102 at \$3,909,447” by Rep. Marsh, 2 <sup>nd</sup> Rep. McConkey. Passed 11-0.

**Sheriff/Dispatch – Sheriff Domenic Richardi**

NH House Bill pending to raise the writ fees by \$5.00 that may result in increased revenue.

**County Attorney Michaela Andruzzi**

*Victim/Witness*

Comm’r McCarthy said the commissioners voted to give all non-union employees a 60-cents-per-hour wage increase in 2021. Rep. Smith said it does not make sense to give a flat rate wage increase rather than a percentage increase. Atty. Andruzzi proposes increasing the wage of the tow employees in this office by \$1.00 per hour. Rep. Umberger opposes giving wage increases of more than the .60 cents per hour voted by the commissioners.

*County Attorney*

Training is required to maintain NH Bar licenses. Atty. Andruzzi. She presented a proposed policy for student loan reimbursement. If an attorney is employed for a full year and can prove payment of at least \$1,500 in law school debt, the County will reimburse them \$1,500 each. Rep. Umberger will not support this “perk” if it only applies to employees of the county attorney’s office and chose not to support on this budget line because a formal policy adopted by the commissioners is not in place. Rep. Marsh voted in favor of the budget with condition that it can be re-visited if the commissioners fail to approve the policy.

Files dating back to 1920s need to be scanned and indexed. Atty. Andruzzi had hoped to bring in a company to complete this project in 2021 but can wait until 2022. This reduces line 100.4010.029 to \$3,000.

Chmn. Avellani suggested the Civil Commitment contingency fund could be taken out of the county attorney budget and added to the Convention budget.

*Domestic Violence Prosecutor*

Currently has an office space in a file room. Atty. Andruzzi requests \$7,000 to either convert the space to an actual office or to rent office space off-campus.

**Department of Public Works – Director Will DeWitte**

Rep. Smith noted 18% increase in the salary lines. DeWitte attributed this to the market adjustment based on the wage study by human resources. Rep. McConkey asked for an updated vehicles and equipment inventory to include mileage and hours. Rep. McConkey asked that the wage study be sent to the Delegation. Rep. Smith asked if the sand, salt and ash is put out to bid. Dir. DeWitte answered the salt is purchased off the State bid list. The line also includes ice melt and fertilizer for the hayfields. Request for new plow truck in capital expenditure budget. One-ton with a plow, new sander. Current truck kept as clean as possible but 10 years old and rusting.

*Water System*

Water tank built in mid 1980s. System serves 45-50 customers and the County complex. Divers inspected the tank and needs to be addressed. Could be relined rather than rebuilt. No monitors on the wells. Unknown capacity of the system. Proposed budget adds \$50,000 to the water tank reserve and \$20,000 for water system capacity study. Rep. McConkey asked if the study could also address the true cost of delivering water and the water tank restoration and consider the rate structure. The study would be conducted prior to repair of the water tank. The complex water usage is not metered.

**Special Fees & Services**

Rep. Smith asked if property and liability insurance has been put out to bid. He noted there are other options available.

Meeting recessed until February 15 at 2:00pm.

The February 15 agenda will include an audit update and consideration of the MVC budget. The meeting will be followed by Executive Committee for line-item transfers.

Minutes voted approved on: \_\_\_\_\_ 2/15/21

  
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Rep. Brodie Deshaies, Clerk