Carroll County Board of Commissioners Meeting Minutes February 1, 2024

Members Present: Others Present: Public Present:	Chairman Terry McCarthy, Vice-Chairman Chuck McGee, Clerk Bill Nelson Executive Coordinator Mellisa Seamans, CFO Bonnie Batchelder-Edson, HR Director Linda Matchett, Facilities Director Bob Murray, Director of Alternative Sentencing Justin Liechty Fred Cain, Ed Comeau (governmentoversite.com), Dallas Emery, Kevin Houle
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Start Time: Pledge of Allegiance	10:06 a.m.
Public Input Mr. Cain:	Request year-end agency amount. Requested Union wage survey; the non-union was released in October. How many agency staff currently at the nursing home? County is storing hay. Storage space is expensive. The union wage scale is useless; does not show where data was derived from
Chmn. McCarthy:	There is not going to be a union wage study as there is not one to release. The data was used to assist in MVC negotiations.
Dir. Matchett:	We conducted a wage study that allowed us to create a combined wage scale for nonunion employees. Rather than create a union wage scale that may not have anything to do with negotiations. We used the wage information to inform our negotiations. We realized using this data we needed to be aggressive with pay increases.
Mr. Cain:	We were told the non-union study would be released when the MVC union negotiations were done but now you're saying there is no study?
Mr. Houle:	The County has stacks of hay out there. I have been buying hay at County since 1996 but am now allowed not to. I put in a request for information in December and still not received anything. For 200 acres here there should at least be \$100,000 in annual revenue. Called for DPW Director resignation.
<u>Approval of Minutes</u> MOTION:	Approve the January 25, 2024 meeting minutes by Comm'r Nelson, 2 nd Comm'r McGee. Passed 3-0
<u>Manifest Approval</u> MOTION:	To approve the accounts payable manifest for January 31, 2024 in the amount of \$215,518.52 and payroll manifest for February 2, 2024 in the amount of \$240,674.68 by Comm'r Nelson, 2 nd Comm'r McGee. Passed 3-0

Hale's Location	
MOTION:	Approve the January 25, 2024 meeting minutes by Comm'r Nelson, 2 nd Comm'r
	McGee. Passed 2-0

2022 Financial Audit

MOTION: Accept and approve the 2022 audit for distribution by Comm'r Nelson, 2nd Comm'r McGee. Passed 2-0

Mr. Comeau asked about a bequeath on behalf of Warren Walker for payments made the County. CFO Batchelder-Edson is unaware of this and asked Mr. Comeau to provide a date range so it can be researched.

Pest Control Contract – Facilities Director Bob Murray

MOTION: To enter into the pest control contract for \$114 per month with JP Pest Control for the administration building and authorize Director Murray to sign by Comm'r Nelson, 2nd Comm'r McGee. Passed 3-0

Hayfields attract hay beetles and mice. All County buildings have individual pest control accounts.

Holiday Overtime Pay Policy – MVC – HR Director Linda Matchett

Policy proposes overtime pay at MVC for hourly employees for six holidays. Currently, the County only pays overtime for two holidays. This new policy does not negate the MVC CBA.

MOTION: Approve the MVC Holiday Overtime Pay for Hourly Employees Policy by Comm'r Nelson, 2nd Comm'r McGee. Passed 3-0

Other Business

• Chmn. McCarthy received a request from the "Wolfeboro Theater Company". They are interested in equipment and furniture the County is not using. She gave the contact information to Dir. Murray.

Funding Transfers	
MOTION:	Approve funding transfer 2023-033 by Comm'r Nelson, 2 nd Comm'r McGee.
	Passed 3-0
MOTION:	Approve funding transfer 2023-034 by Comm'r Nelson, 2 nd Comm'r McGee.
	Passed 3-0
MOTION:	Approve funding transfer 2023-035 by Comm'r Nelson, 2 nd Comm'r McGee.
	Passed 3-0

CFO Contract

The Commissioners received a proposed amended contract from Bonnie Batchelder-Edson (Batchelder Associates). The January through December 2024 contract for CFO services is \$156,000 plus mileage and lodging reimbursement.

MOTION: To approve the 2024 contract at \$156,000 by Comm'r Nelson, 2nd Comm'r McGee. Passed 3-0

Refurbished Computers for Diversion Program – Director of Alternative Sentencing Justin Liechty

MOTION: Approve use of refurbished laptops for County Attorney's Diversion Program by Comm'r Nelson, 2nd Comm'r McGee. Passed 3-0

Laptop computer will be refurbished for use by Diversion Program clients who do not have access to computers to complete program requirements. Dir. Liechty will draft a policy and an agreement for the Commissioners' review.

Non-Public Session

Chmn. McCarthy indicated that DPW Director Will DeWitte asked for a non-public to discuss a new project. A roll call was conducted to go into a non-public session under exemption C.

Chmn. McCarthy and Comm'r Nelson both voted "aye". Comm'r McGee did not vote and chose not to enter the non-public session.

After the session, the meeting reconvened. Chmn. McCarthy announced the discussion also included exemption "b". On a motion by Comm'r Nelson, a vote passed 2-0 to seal the minutes.

Commissioners Comments

Comm'r McGee:	Is there an IT hardware inventory?
Chmn. McCarthy:	The CFO has a copy of the inventory. Not sure if it is complete. Was difficult to get.
Comm'r McGee:	Is there a written facilities evaluation anywhere? I think it would be a good idea to
	have one.

Meeting recessed.

Minutes Approved:

(date)

Terry McCarthy, Chairman

Chuck McGee, Vice-Chairman

Bill Nelson, Clerk