

Minutes
Belknap County Commissioners Meeting
of January 14, 2009

Commissioner Boothby called the Belknap County Commissioners meeting to order at 8:00 AM on the above date at 34 County Drive, Laconia, NH.

In Attendance: Chairman Christopher Boothby, Vice Chairman Edward Philpot Jr., Clerk Richard Long, and Debra Shackett, County Administrator.

1. ***Election of officers:*** Commissioner Boothby, Chairman, Commissioner Philpot, Vice Chairman and Commissioner Long, Clerk. These were taken as a single slate of officers, each vote. M/Long, S/Boothby. Unanimous. **Motion carries.**

2. ***Primex Prime Program:*** The participation agreement was reviewed and discussed. The Chairman was authorized to sign by M/Long, S/Philpot. Unanimous. **Motion carries.**

3. ***Nursing Home tail policy:*** Administrator Shackett explained that when the county changed carriers from Ferdinando to Primex, it left a gap in coverage. This “gap” is referred to as a tail policy. Administrator Shackett has a proposal for the Gap to be covered into perpetuity. The county pays one time only and is covered for a lifetime. Before approval, Commissioners want Ms. Shackett to research: for 10 years only, what may be county's other options, etc. Ms. Shackett stated that is ok, but we need to have answer by 1/31/09 or we lose this offer. Ms. Shackett will research and then request a phone poll of the Commissioners due to time constraints. Commissioners concur.

4. ***Goal setting facilitation:*** Ms. Shackett would like to schedule a time when all three Commissioners can be available for about 3 hours to meet with Primex. Commissioners agreed to participate and will check schedules for a date.

5. ***Bid for county staff car:*** There was a bid for the county staff car for \$225. Commissioners want to wait for the next auction. Ms. Shackett will let the Sheriff know so that we may be added to that list.

6. ***Tuition reimbursement:*** Ms. Shackett presented for the Chairman signature the tuition reimbursement contract that has been the topic of recent discussion. The Chairman needs to sign this. M/Long, S/Philpot for discussion. Commissioner Philpot wanted a formal notification sent out to employees to let them know this policy will no longer exist. Unanimous. **Motion carries.**

7. ***Mileage reimbursement policy:*** Administrator Shackett presented a policy stating that the county will follow the IRS mileage reimbursement rate. The Commissioners approved. M/Long, S/Philpot. Unanimous. **Motion carries.**

8. ***Security policy:*** Ms. Shackett presented this policy so that we would have a formal system for testing the alarms in place. The Commissioners approved. M/Long, S/Philpot. Unanimous. **Motion carries.**

9. ***Telephone system:*** Ms. Shackett had obtained a proposal from One Communications. The proposal identified significant cost savings. The Commissioners requested more information on the potential for internet phone service. Ms. Shackett will continue to research and come back to the Commissioners.

10. ***Budget:*** Ms. Shackett gave the commissioners an update on the status of the 2008 budget.

11. **Minutes of 12/18/08 approved:** M/Long, S/Boothby. Commissioner Philpot abstained as he was not present then. Unanimous. **Motion carries.**

12. **Citizens council:** (André Paquette, Gil Schohan, Alan Robichaud) Executive Director Robichaud shared the newest members of his council. He would like them to attend a future Commissioners meeting for swearing in. Alan updated the Commissioners on the Service Integration Initiative. Alan requested the Commissioners support for a system of care grant that the State is applying for. They would like Belknap County to serve as a pilot site. It is a highly competitive grant that will be implemented in October 2009. The recipient will be notified by May 2009. There was extensive discussion around this. The discussion led back to duplication in programs in Belknap County, mental health and juvenile justice. Commissioner Boothby wanted it in the minutes that this would not obligate the county to administering or funding any new positions in the future as a result of this grant. Mainly this will work to return kids from placement. Given the parameters listed above, M/Long, S/Philpot to sign the letter of support for NHSTAR grant. Unanimous. **Motion carries.** Andre Paquette discussed implementing the JJ crossroad action plan. The first item was impact study. They are requesting support from the Commissioners to go to the various communities. There was extensive discussion. Commissioners indicated that any idea has to withstand scrutiny or it is not a good idea. This is an open item and Commissioners would like to have further discussions. They did not commit to support at this time and wanted to discuss the issue with Brian Loanes.

13. **Non-public session** (Carol Schonfeld): Per RSA91-A; 3, II, (c). M/Long, S/Philpot. Commissioner Boothby polled the Board: Long/Y, Philpot/Y, and Boothby/Y. Commissioners were in a nonpublic session at 10:23 AM. Non public session concluded by unanimous vote at 10:47 AM. While in nonpublic session no actions were taken and no decisions were made.

14. **Primex membership agreement:** Administrator Shackett requested that the Chairman sign the membership agreement for property/liability insurance. The Commissioners agreed. M/Philpot, S/Long. Unanimous. **Motion carries.**

15. **State of NH rebilling issue:** There was a letter from John D. Wallace, Associate Commissioner from DHHS regarding disputed amount of money that State feels it is due for outstanding bills. The issue is that the State never has produced documentation to prove this. They have not adhered to their own rules, therefore Belknap County along with other counties have not paid. There was discussion, Commissioners wanted Ms. Shackett and Ms. Schonfeld to get together and draft a response letter back to Mr. Wallace.

16. **Courthouse roofs:** Ms. Shackett informed the Commissioners that there are still some extensive issues with a few of the roofs at the County Courthouse. Commissioners would like to have Mr. Powell attend the next Commissioners meeting for discussion.

17. **Public orientation meeting:** The Commissioners will be holding a public meeting with all county department heads present, as an opportunity for the new county convention members and members of the public to learn more about the business of county government.

18. **Plowing in the county:** Ms. Shackett briefed the Commissioners on conversations she has had with the Director of Maintenance with regard to the plowing of the county facilities.

19. **CPR training in the county:** Ms. Shackett told the Commissioners that in her last department head meeting, the topic of CPR training was discussed. Ms. Shackett wants to know if the Commissioners objected to having a county wide CPR training for all employees. Currently the Jail, Nursing Home and Sheriff's department all do it. Commissioners said that was fine and to go ahead.

20. *Non-public session* (Debra Shackett): Per RSA91-A; 3, II, (c). M/Philpot, S/Long. Commissioner Boothby polled the Commission: Long/Y, Philpot/Y, and Boothby/Y. Commissioners were in a nonpublic session at 11:24 AM. Non public session concluded by unanimous vote at 11:43 AM. While in nonpublic session no actions were taken and no decisions were made.

21. *Reimbursement for Nursing home employee*: After being briefed by Administrator Shackett, M/Philpot, second Long to support the education reimbursement as recommended by Administrator Shackett. Unanimous. **Motion carries.**

22. Meeting was adjourned by unanimous vote at 11:44 AM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant