



BELKNAP COUNTY COMMISSIONERS
34 County Drive
Laconia, NH 03246
Phone (603) 527-5400
Fax (603) 527-5409

Christopher D. Boothby
Chairman
Meredith

Edward D. Philpot Jr.
Vice-Chairman
Laconia

Richard W. Long
Clerk
Belmont

Minutes
Belknap County Commissioners Meeting
June 17, 2009

Commissioner Boothby called the Belknap County Commissioners meeting to order at 7:30 AM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

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

1. Approval of the minutes: M/Philpot to approve the 6/1/09 meeting minutes, S/Long for discussion. Commissioner Philpot wanted to make two grammar corrections. S/Boothby. Commissioner Long abstained because he was not present. Unanimous. **Motion carries.** M/Philpot, to approve the 6/3/09 meeting minutes, S/Boothby. Commissioner Long abstained because he was not present. Unanimous. **Motion carries.** M/Philpot, S/Boothby to approve the 6/3/09 non-public minutes and to seal them for a period of 90 days. Commissioner Long abstained because he was not present. Unanimous. **Motion carries.**

2. Meeting schedule: M/Philpot, S/Long to approve the July meeting dates and to accept the schedule for Commissioners meetings to be every other Wednesday morning at 7:30 AM. Unanimous. **Motion carries.**

3. Proposed adjustment to power point presentation to towns/city: Commissioner Boothby discussed his desire to include slides from the PolEcon presentation and to include them as part of the presentations that they have been making to the selectmen/counsel. Commissioner Long and Commissioner Philpot concur that this conflicts with the purpose of why they are out at the towns/city. We should keep the presentation as it has been to be consistent from town to town/city. This is not the forum for getting the word out.

4. Proclamation request: Administrator Shackett had a request from CASA for the Commissioners to join with many municipalities in the United States to declare the 4th Monday in September as "Family Day- A day to eat dinner with your children". M/Philpot, S/Long to support the proclamation as presented. Unanimous. **Motion carries.**

5. County Car: Administrator Shackett reported that the County Staff car sold at auction. The County's portion of revenue received from the sale was \$832.60.

6. *New Hampshire Retirement System:* Ms. Shackett shared a copy of a letter from the NHRS regarding a notice of re-employment of pension employees for the Commissioners to review and be aware of.

7. *Human Resource Director for Belknap County:* Administrator Shackett informed the Board that the ads are out for the hiring of an HR Director in Belknap County. It will appear in newspapers, website, on line, etc. Ms. Shackett has received 4 resumes to date. The deadline for submission is July 10, 2009.

8. *Jail Farm Program donation:* The Laconia Rotary has donated a rotor tiller to the Farm Program at the Belknap County Dept. of Corrections. At 9:00 AM, the Commissioners will be breaking to go over to the jail to meet with the press and jail employees for a photo.

9. *Job descriptions:* Ms. Shackett updated the Commissioners that every job description in the county was being revised and/or updated. Ms. Shakett will be bringing them all to the Commissioners to be reviewed and adopted. Then, they will be given to all employees to sign off on. Ms. Shackett will prepare a packet to give to the Commissioners so that they may have the time to review.

10. *RFP on energy analysis:* Commissioner Philpot has been working on an RFP and has a draft almost completed.

11. *Stimulus fund/Energy efficiencies:* Commissioner Boothby shared a conversation he had with a representative from the Town of Sanbornton regarding stimulus funds being used for reheating and re-insulating, etc in 3 of their buildings. Commissioner Boothby brought this to Administrator Shackett attention so that she could research to make sure that the county was not missing out or miss an opportunity to do bio-mass, etc. Ms. Shackett stated she is still waiting for clarification on what kind of funds the county will actually receive. Commissioner Philpot asked if there was energy efficiency stimulus money available. Ms. Shackett will call and talk to the Sanbornton Town Administrator to find out more details on that. Commissioners are very interested in using stimulus monies in conjunction with the Johnson Controls (or whom ever gets the bid) Energy Savings Analysis if at all possible. Commissioners also inquired about researching different electrical providers. Ms. Shackett informed them that Mr. Powell, the Maintenance Director is currently working on that. Commissioner Philpot needs to get the RFP in order before we can seek vendors.

12. *Non-public session:* M/Philpot for a non-public session per RSA 91-A: 3, II (a) to discuss a personnel matter. S/Long. Commissioner Boothby polled the board. Y/Philpot, Y/Long, Y/Boothby. Unanimous. At 8:03 AM the board was in a non-public session.

Non public session was concluded by unanimous vote at 8:26 AM. While in non-public session, no actions were taken and no decisions were made.

13. *Retirement:* M/Philpot, S/Long to accept the retirement of Mr. Alan Robichaud as the Executive Director of the Citizen's Council. Also to accept the recommendation of the County

Administrator to reclassify that as a part time position and that Mr. Robichaud was offered the job for the remainder of the calendar year. Unanimous. **Motion carries.**

14. ARRA or FMAP money: Ms. Shackett received a letter from the State on the return of these federal monies for Human Services. Belknap County's portion will be \$303,000. The money will be coming from the State on 6/25/09. Ms. Shackett will ask Mr. Wallace today why the State gets to share the money with the counties if they don't put any money in.

15. Incentive funds: The State is still accepting applications. The deadline has been extended from June 15 until June 30, 2009. Commissioners asked Ms. Shackett to make sure that RJJ is submitting an application and to oversee that process to make sure that it all happens accordingly.

16. Discussions in preparation of meeting with Asst. DHHS Commissioner John Wallace and his staff: The amount that is still in question is \$39,019.67. Commissioners had asked the State to prove the validity of the claims, but no one can find any statutory rules that apply. The Human Services Directors in the various counties have been following the Medicaid rules, but those are not statutory rules for what we are asking. One county in New Hampshire is having their legal counsel review this item. Ms. Shackett told the Commissioners that Belknap County is one of four counties that continue to audit their bills and pay what can be justified. (This is all linked to the FMAP monies. Now the State is now looking at what we have paid and they will adjust what we actually receive because we still audit those bills)

17. State bills (Asst Commissioner of DHHS John Wallace, Deb Borbeau and Judy Levasseur) Mr. Wallace has been attending a Commissioners meeting in each of the counties to have discussions on the outstanding monies that are due to the State. Most have paid but there are still three counties (Belknap, Rockingham and Hillsborough) left to settle. Belknap County originally started at around \$68,000. The State wrote off about \$20,000 and then again wrote off another \$8-9,000, that is how they have arrived at the \$39,019.67. The State holds firm to this amount. The State has written off a lot of money over the years under this system, and this is the last of the old system. The State can take the option to withhold other monies due to the county and then it would go to the Attorney Generals Office. Commissioners asked if there was any budging on the \$39,019.67. Mr. Wallace said he could not. He has to be consistent with what he has done with the other counties. There were discussions.

M/Long, S/Philpot to reimburse \$39,019.67 to DHHS – State of New Hampshire (with note that \$80,969.94 has written off by the State) to resolve the problem and start the new system with a clean slate. Unanimous. **Motion carries.** The State closes their books on 6/30/09 and asked if they would be able to receive the check prior to closing their books. Administrator Shackett told them that the check would be mailed on 6/25/09.

18. Adjourn: With no further business to discuss, M/Philpot, S/Long to adjourn at 10:31 AM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant