



BELKNAP COUNTY COMMISSIONERS
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Richard Burchell
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Commission Meeting Minutes April 1, 2015

Commissioner DeVoy called the Belknap County Commission meeting to order at 9:00 am on the above date at 34 County Drive, Laconia, NH and the pledge of allegiance was recited.

In Attendance: Commissioners David DeVoy, Hunter Taylor and Richard Burchell and County Administrator Debra Shackett.

Minutes: M/Taylor, S/DeVoy at approve the 03/19/15 minutes. Unanimous. **Motion passes.**

Open sealed bids for Health Insurance: Commissioner DeVoy opened the two sealed bids for Health Insurance proposals. The first bid was from Health Trust (county's current provider). Melissa Briggs and Scott Wedmen presented their proposal. Their bid was originally submitted with "guaranteed maximum" rates. Their Board of Directors met on 03/27/15 and revised those rates; they have decreased. Ms. Briggs went through the rates for current plans and new plans to consider along with a summary of benefits and supporting documents. Commissioners thanked them for their proposal. The second proposal was from the New Hampshire Interlocal Trust. Kirstin VanBuskirk and Barbara McKenzie presented their proposal. Interlocal is a new Trust in the State, established in 2012. They partner with Harvard Pilgrim as the insurance provider. Their proposal was submitted with a "not to exceed" rate. They reviewed their proposed plans in detail. Their Board of Directors meets at the end of April. They will have updated rates at that time for 07/01/15. They will not increase, but they may decrease. Commissioners thanked HealthTrust and Interlocal Trust for the overviews presented on their individual proposals. The proposals will be taken into consideration and Commissioners will review in further detail.

RFP/RFQ process for schematic design: Commissioners asked Mr. Muzzey for an overview on the RFP/RFQ document. Mr. Muzzey reported this was a joint effort with Superintendent Ward, County Administrator Shackett and himself in developing the RFP/RFQ for the Commissioners approval for Architectural Schematic Design and Cost Estimates for a Community Corrections/Re-Entry Center. Comm. Burchell wanted to make it plain that the Commission won't select based on cost alone, he would like firms to quote a dollar figure, not a percentage figure for design (fixed fee). All three Commissioners concur on this fixed base fee for scope of work. M/Taylor, S/Burchell to approve the RFP/RFQ as presented, to go forth with and modify to include the fixed amount fee. **Unanimous.** Motion passes.

Dental insurance: Commissioners discussed an RFP for obtaining quotes on Dental Insurance. There is no cost to the county on this item as the County doesn't pay towards dental insurance. They are just looking to see if they can save employees money. M/Taylor, S/Burchell to get information on this. Unanimous. **Motion passes.**

Review proposed new Departmental Policy Issuance Policy: This subject is based on the Superintendents concerns related to RSA 30. Administrator Shackett prepared a memo dated 04/01/15 titled Departmental Policy Issuance. This was an update of the original dated 10/06/10. In short, it makes sure the Commission is kept in the loop of any changes in policy that are made. Comm. Burchell commented on paragraph IV. He stated that if department rules are rooted in RSA's, then State Statue triumphs. Comm. DeVoy agrees that State law prevails. Administrator Shackett said that this is always been part of the review process and not to be in opposition with State law. They would never knowingly have a policy to conflict with State law, which is why there is a review process. M/Taylor, S/DeVoy to accept the Policy Issuance memo as written. Comm Burchell abstained. Majority rules. **Motion passes.**

Request to fill: Administrator Shackett submitted a request to fill for the position of Accounting Manager. This is a reclassification of the Finance Director position to an Accounting Manager position and the job description is attached for review. Comm. Taylor stated that it is unfortunate that the county lost its #1 and #2 in Finance, and that is should have never happened. But the Commission is faced with this and need to fill the position as soon as possible. M/Taylor, S/DeVoy to move forward and fill the position. Comm. Burchell concurs. Comm. Burchell questioned if the one position (Payroll, A/P) left in Finance could be privatized and would like to investigate. Comm. Taylor stated that no other county privatizes and that we have problems that need to be addressed now. Privatizing works for small business payrolls, but we don't have that. Administrator Shackett clarified that this position that she is requesting to fill replaces the Finance Director. Comm. Burchell feels it is a good idea to have an accounting manager and that there is no harm in investigating privatization. Unanimous. **Motion passes.**

Hiring of lawyer for labor relations: Comm. Burchell referred to rules, part 302 of the PELRB regarding challenging the certification of the Teamsters unit. The County has 3 SEA unions and Comm. Burchell does not see the commonality of the 20 members in the Teamsters Bargaining Unit, reference 302:02 PELRB. Comm Taylor referred to two leading Supreme Court cases he has been researching. He too has questions on this unit and suggests a good labor attorney, but that they are not there yet. There is no crisis at this time. They would like to keep this in mind, collect some names and choose a lawyer when the time comes. Now is not the time to fight the certification, they would rather bargain. Comm. Burchell disagrees, there is no conflict in the SEA units, but the Teamsters unit, he feels, was cobbled together. Comm. Burchell thinks it would be prudent to have someone look at this unit and give the Commission advice. Commissioner DeVoy stated that when they hire a labor lawyer, this will part of the discussions in the hiring process.

Request to fill: Comm. Burchell reported that Matt Logue, Nursing Home Administrator has a request to fill. Mr. Logue stated that this is a position in the budget, it is vacant, and it is critical that they fill it. Comm. Taylor asked if the person would replace the person who was reinstated and is currently on leave from work. The County Administrator confirmed that this is the 3-11

RN Supervisor position which is not vacant. Mr. Logue said that in his professional opinion and complying with NH Federal rule F2:25, this employee cannot be returned to work. Comm DeVoy said that they would need to discuss in nonpublic if the person is out on workers comp. Comm DeVoy stated that they are talking about hiring for a position and nothing else. The position has been vacant for a year, it is not a crisis. Comm Taylor and DeVoy will not fill that position at this time. Comm. Burchell is opposed to this.

Public input: Comm. DeVoy asked for public input. There was none.

Adjourn: Commissioners unanimously voted to adjourn at 9:45 am. They will have a non-meeting per RSA 91-A: 2, I (a).

Respectfully Submitted,

A handwritten signature in cursive script that reads "Angela A. Bovill". The signature is written in dark ink and is positioned above the typed name.

Angela A. Bovill, Administrative Assistant