

BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
Gilmanton

Commission Meeting Minutes July 15, 2015

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

Minutes 7/1/15 & 7/2/15: M/Burchell, S/ Burchell to approve the minutes with one change to the 7/1/15 minutes. Unanimous. **Motion passed.**

Transfer Request 2015.08: Administrator Shackett asked for the transfer to provide training to the two new finance employees. She stated part of the \$8500.00 is to cover one day of training provided previously. Munis recommends six days of training. M/Taylor, S/DeVoy to approve transfer 2015.08. 2-1 Commissioner Burchell was opposed. **Motion passed.**

Jail Inspection Letter: Commissioner DeVoy asked the board to review the letter. Commissioner Taylor said it is consistent with what he remembers. M/Taylor, S/Burchell to approve the jail inspection letter. Unanimous. **Motion passed.**

Restorative Justice Letter: Commissioner DeVoy spoke about a letter that was received from Bayside Cemetery Association thanking Restorative Justice for their work.

Grant Extension Notice: Commissioner DeVoy stated he received a 6 month extension for the Violence Against Women Act Grant. He asked if there was any discussion. M/Taylor, S/Burchell to approve Commissioner DeVoy signing the 6 month VAWA grant. Unanimous. **Motion passed.**

Ratification of Previously Signed Documents: Commissioner DeVoy stated he signed two leave slips after the fact. He would like to receive these prior. Commissioner Taylor agreed that they should be received prior and stated it is important to know ahead of time. M/Taylor, S/Burchell to ratify previously signed documents. Unanimous. **Motion passed.**

Previously Signed Documents

Document Date	Document
7/2/2015	Payroll Manifest
7/2/2015	Accounts Payable Manifest
7/2/2015	Employee Leave Slip
7/9/2015	Payroll Manifest
7/9/2015	Accounts Payable Manifest
7/14/2015	Employee Leave Slip

Other: Commissioner Taylor stated that it is upsetting that John Gilson gave his notice that he is a very valuable employee. He suggested that Commissioner DeVoy hold an exit interview with him. Commissioner Burchell stated he was not in agreement with this. He stated each one of us comes from a different background and have different opinions. He stated if an interview is done than all commissioner should be involved. Commissioner DeVoy stated he has always had an open door policy. M/Taylor, S/DeVoy to have Commissioner DeVoy conduct an exit interview with John Gilson. 2-1 Commissioner Burchell was opposed. **Motion passed.** Commissioner Burchell stated we were asked to do a post departure evaluation on an employee that has left the county. Commissioner DeVoy asked which employee. Commissioner Burchell stated the Superintendent of Jail. He stated that he had spoken with Daniel Ward and asked him if he would like a letter of recommendation or an evaluation. He stated Daniel said he wanted a letter of recommendation. Commissioner DeVoy stated this would be discussed in non-public. Commissioner Taylor stated there are currently 7 sealed envelopes in the administrative assistants office. He stated he did not realize they were there. Commissioner Taylor stated normally minutes from non-public need to be released with in 72 hours. If they are to be sealed than a motion needs to be made. He made a motion to open the envelopes immediately after the meeting. Commissioner DeVoy asked if the names of employees would be redacted. Commissioner Taylor stated he does not have a recollection of the sealed minutes and does not know what they are. He asked if they should be opened in the presence of all commissioners and schedule a special meeting if names need to be redacted. Commissioner Burchell asked where Commissioner Taylor came across the 72 hour law. Commissioner Taylor refered to the notice from the Attorney General dated 3/20/15. Commissioner Burchell asked if they were going to open the envelopes today. Commissioner Taylor stated it is long overdue. Commissioner Burchell stated he was not aware of 7 sealed envelopes and that he would like to open them at the next meeting. M/Taylor, S/DeVoy to open 7 sealed envelopes at todays meeting. 2-1 Burchell was opposed. **Motion passed.** Commissioner DeVoy stated the envelopes were from 1/8/15 to 2/20/15. Adminstrator Shackett stated she does not know what is in the envelopes. She suggested that once they were opened if there are personnel issues perhaps the attorney should be consulted. Commissioner DeVoy opened the envelope dated 1/8/15. Commissioner DeVoy stated there were two envelopes with the date 1/30/15. M/Taylor, S/DeVoy to redact the name of the employee. 2-1 Commissioner Burchell was opposed. **Motion passed.** Commissioner DeVoy opened envelope #2 from 1/30/15 and stated it is the exact same letter as the previous. Commissioner DeVoy opened the envelope dated 2/23/15 and stated it was the minority decision from a greivence hearing held on 2/20/15. Commissioner Burchell stated from a county stand point it could have an impact on an on going investigation. Commissioner Taylor stated it should be released. Commissioner DeVoy agreed. M/Taylor, S/DeVoy to release the

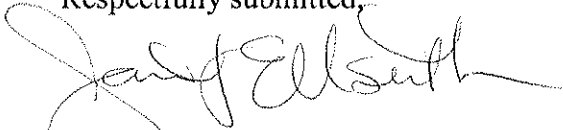
correspondence from 2/23/15. Unanimous. **Motion passed.** Commissioner DeVoy opened another envelope from 2/23/15 and stated it was the majority opinion from the 2/20/15 hearing. M/Taylor, S/DeVoy to release. Unanimous. **Motion passed.**

Public Input: Gordon Blais from Meredith stated he was puzzled by all the sealed documents. He asked if the commissioners could tell the public about them without disclosing employee names. Commissioner DeVoy stated that the board is meeting more often in non-public due to the change in management supervision. Brian Murray from Meredith stated it is hard to hear some of the recorded meetings. He stated it is apparent to be that RSA 91-A has not been read by all members of the commission. He stated to go into non-public you need to state the reason why. He also believes that it should be mandatory education for RSA 91-A. Commissioner Taylor stated that moving forward minutes will not be sealed unless necessary.

Nonpublic session: M/DeVoy, S/Taylor to enter into nonpublic session for the purpose of discussing personnel matters pursuant to RSA 91-A:3; II (a). Administrator Shackett called the roll: Taylor-Y, Burchell-Y and DeVoy-Y. At 9:50 am, the board entered nonpublic session.

Adjourn: Meeting adjourn at 10:30 am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jamie Ellsworth". The signature is fluid and cursive, with a large initial "J" and "E".

Jamie Ellsworth
Administrative Assistant

