

BELKNAP COUNTY COMMISSIONERS
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Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
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Commission Meeting Minutes November 4, 2015

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

Minutes 10/21/15 public and non-public: M/Taylor, S/Burchell to approve the public and non-public minutes of 10/21/15. Unanimous. **Motion passed.**

Review of Calendar: County Administrator Shackett explained employee day. A budget review work session was added to Thursday 11/5/15 at 1:00 pm.

Ratification of Documents Previously Signed: M/Taylor, S/Burchell to ratify the previously signed documents. Unanimous. **Motion passed.**

Previously Signed Documents

Document Date	Document
10/21/2015	Payroll Manifest
10/21/2015	A/P Manifest
10/27/2015	Payroll Manifest
10/27/2015	A/P Manifest
10/27/2015	Transfer # 2015-28, 29, 30, 31, 32 & 33
11/2/2015	Employee Longevity Letters

Open Sealed Underground Service Tank Bids: Commissioner DeVoy opened 2 sealed bids. One from TMC in the amount of \$14,905.00 and one from Lakes Region Environmental in the amount of \$14,700.00. Commissioner DeVoy asked if this is just the removal of the tanks with no replacement. Facilities Manager Muzzey stated that was correct.

CASA of NH: David Ball of CASA (Court Appointed Special Advocate) spoke about the services they offer. He stated they are asking for \$5,000.00. County Administrator Shackett stated there is a form that needs to be completed. Mr. Ball stated he had already completed it and sent it to Commissioner Burchell.

Health Insurance: Commissioner DeVoy asked if we had heard from the union. County Administrator Shackett stated she had and they were asking for information on the new plan to compare.

Corrections Grant: Superintendent Gray spoke about the CTE grant and how the monies received are used. M/Taylor, S/Burchell to authorize actions necessary to implement the grant. Unanimous. **Motion passed.**

Interim Nursing Home Administrator: Commissioner Taylor stated the nursing home administrator is leaving and there is a need to have an interim administrator. County Administrator Shackett spoke about the consulting firm that is recommended by the state. M/Taylor, S/Burchell to enter into an agreement with LTC Resources, LLC. Unanimous. **Motion passed.**

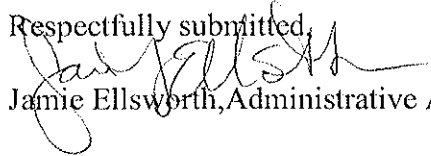
Other: Commissioner DeVoy spoke about the need to have non-union employees switch to the site of service health plan to save money. There was discussion about whether or not to offer cost of living and step increases. M/Taylor, S/Burchell to move those non-union employees who have not voluntarily moved to the site of service plan. Unanimous. **Motion passed.** Commissioner DeVoy asked Facilities Manager Muzzey about the maintenance line in the budget. Facilities Manager Muzzey stated it has been a busy summer and that there are plans to have work done that will use up the money for 2015. He stated that there is a pending phone bill from PHD for service to our phone system and they will be replacing the fencing at the department of corrections outside gym. Commissioner DeVoy spoke about the significant increase in Primex premiums. County Administrator Shackett stated a RFP would take a lot of time and asked the two state reps that are in the insurance business if they would like to help. County Administrator Shackett developed a policy on retention of the recording of non-public meetings. M/Taylor, S/Burchell to approve the Recordings of Meetings policy. Unanimous. **Motion passed.**

Public Input: Gordon Blais, Meredith, stated he encouraged the board to accept CASA of NH's request. He questioned the resignation of the nursing home administrator. Commissioner Taylor stated there are legal documents being finalized and once they are complete they will be available.

Nonpublic session: Commissioner DeVoy motioned 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: Burchell-Y, DeVoy-Y and Taylor-Y. At 9:40 am the board entered nonpublic session.

Adjourn: Meeting adjourned after the completion of the semi-annual tour of the department of corrections.

Respectfully submitted,


Jamie Ellsworth, Administrative Assistant