



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
Gilmanton

Commission Meeting Minutes December 2, 2015

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

Minutes 11/18/15; Non-Public 11/18/15 & 11/20/15: M/Taylor, S/Burchell to approve the minutes. Unanimous. **Motion passed.**

Review of Calendar: The Commissioners reviewed the calendar.

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

Previously Signed Documents

Document Date	Document
11/18/2015	Payroll Manifest
11/18/2015	A/P Manifest
11/18/2015	Transfer Request # 2015.43
11/18/2015	Personnel Letter
11/25/2015	Payroll Manifest
11/25/2015	A/P Manifest
11/25/2015	MS-46
11/25/2015	2-Leave Requests

Contracts: Jason LaCombe, SMP Architecture, stated they would integrate Attorney Fitzgerald's modifications. There was some discussion about the surveying results. M/Taylor, S/Burchell to authorize Commissioner DeVoy to sign the finalized architect contract and the two

other contracts. Unanimous. **Motion passed.** Commissioner Taylor stated that Kevin Warwick is doing an excellent job. M/Taylor, S/Burchell to sign the Alternative Solutions Assoc., Inc. contract. Unanimous. **Motion passed.** There was discussion about the next steps for the community corrections project. The next step is to hire a construction manager. M/Taylor, S/Burchell to embrace the process. Unanimous. **Motion passed.**

2016 TAN: Treasurer Michael Muzzey stated the Deputy Treasurer needed to be reappointed. M/Burchell, S/Taylor to appoint Karmen Gifford as Deputy Treasurer. Unanimous. **Motion passed.** Treasurer Muzzey talked about the need to borrow money next year. He would like to look into a line of credit for next year. M/Taylor, S/Burchell to authorize Treasurer Muzzey to borrow up to \$10million in anticipation of taxes for next year. Unanimous. **Motion passed.**

Jail Inspection Letter: The letter was reviewed. The commissioners agreed to make one minor change and sign the letter.

Carolee Sliker, Dietary Manager: Dietary Manager Carolee Sliker stated she is concerned about the inmate labor and the possible shortage of inmate help with the new community corrections. There was some discussion about the way the new program will be run. There was discussion on paying the inmates for the jobs that they are doing. M/Taylor, S/Burchell as a trial go to \$3 per day as compensation and revisit in three months. Unanimous. **Motion passed.** County Administrator Shackett stated there needs to be a discussion on the process and procedures. Commissioner Taylor stated to work out the details and discuss at the next meeting.

Timekeeping Software: County Administrator Shackett talked about the process for choosing the timekeeping software. There was representation from all departments and it was decided to go with Kronos. County Administrator Shackett stated she would have the final contract for the next meeting.

Public Input: Gordon Blais, Meredith, commented on discussion about the inmate labor. He stated they need to be incentivized. He stated there needs to be programs offered beyond washing dishes and laundry. Mr. Blais asked why Mr. Logue left. Commissioner DeVoy stated the issue had been resolved.

Adjourn: M/Taylor, S/Burchell to adjourn the meeting at 10:20 am.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant