



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
Gilmanton

Commission Meeting Minutes May 18, 2016

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

Minutes 4/25/16 & 5/4/16: M/Taylor, S/Burchell to approve the minutes of 4/25/16 and 5/4/16. Unanimous. **Motion passed.**

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

Previously Signed Documents

Document Date	Document
4/27/2016	Municipal Re-Cert. (CDBG)
5/4/2016	A/P Manifest
5/4/2016	Payroll Manifest
5/4/2016	Transfer Request 2016.06, 2016.07 & 2016.08
5/4/2016	Employee Status Change
5/9/2016	Letter to Attorney General
5/12/2016	A/P Manifest
5/12/2016	Payroll Manifest

Calendar: The calendar was reviewed.

Inmate Work Schedule: Carolee Sliker, Dietary Manager, reviewed the schedule that was implemented after a meeting with Shelley Richardson, Superintendent Gray and Sargent Mott. She stated there had not been a change in the quality of work with the new schedule. Captain Jamie Laramie stated the sentenced population is down and that paying the inmates is not working. Ms. Sliker asked to hire 4 part-time employees for the evening. M/Taylor, S/Burchell to hire four part-time dietary workers. Unanimous. **Motion passed.**

CDBG for Laconia Child Advocacy Center: Donna Lane, Megan Noyes and Dick Tracy were present to speak about the CDBG. Donna Lane explained that they would like the Commissioners to apply for the grant to buy the building the Laconia Child Advocacy Center is currently in. There was discussion about the services the center offers. M/Taylor, S/Burchell to come up with a hearing date and move forward with the process for the CDBG. Unanimous. **Motion passed.**

Letter for the Semiannual Inspection of the DOC: The Board signed the letter to the Attorney General for the inspection that was completed on March 25, 2016.

Contract Inspector RFP: Commissioner DeVoy requested to hire a "Clerk of Works" for the Community Corrections project. This person would report to the County Administrator and Bauen Construction. M/Burchell, S/Taylor to get a bid for a Contract Inspector. Unanimous. **Motion passed.**

Transfer Request 2016.09: County Administrator Deb Shackett explained the transfer is to cover the licensing fee for a piece of equipment in the nursing home that was in the budget. M/Taylor, S/Burchell to approve transfer request # 2016.09. Unanimous. **Motion passed.**

Other: Commissioner DeVoy stated the groundbreaking ceremony for the Community Corrections Facility will be May 31st at 2pm.

Commissioner Taylor stated that the budget should be at 35%. He urged department heads to keep an eye on their departments. County Administrator Shackett stated transfers will need to be made in the payroll lines.

Non-public session: They Commissioners went into non-public session per RSA 91-A:3, II (a). County Administrator Shackett called the roll: Burchell-Yes, DeVoy-Yes and Taylor-Yes. At 9:55 am the board entered nonpublic session.

Adjourn: The meeting was adjourned at 10:20am.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant