



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
Gilmanton

Commission Meeting Minutes August 3, 2016

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

Minutes: M/Taylor, S/Burchell to approve the minutes of 7/20/16 and 7/25/16 with the minor change to the 7/25/16. Unanimous. **Motion passed.**

Calendar: The calendar was reviewed.

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

Previously Signed Documents

<u>Document Date</u>	<u>Document</u>
7/19/2016	Medicare Authorization Letter
7/20/2016	MOU City of Laconia
7/20/2016	Transfer Requests 2016.17 & 206.18
7/20/2016	American Institutional Medical Group, LLC Contract
7/21/2016	Payroll Manifest
7/21/2016	A/P Manifest
7/28/2016	Payroll Manifest
7/28/2016	A/P Manifest
7/28/2016	Employee Retirement Cards

Grant Request: County Attorney Melissa Gulbrandsen requested approval of a State grant to cover the cost of a witness in an upcoming trial. M/Taylor, S/Burchell to approve the grant. Unanimous. **Motion passed.** Commissioner DeVoy read the following: RESOLVED: That the County Administrator is hereby authorized on behalf of the County to enter into the said contract with the State of New Hampshire Department of Justice and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as he/she deem necessary, desirable or appropriate. S/Taylor. Unanimous. **Motion passed.**

Contract Authorization: County Attorney Melissa Gulbrandsen introduced the new Assistant County Attorney R.J. Meurin. R.J. Meurin presented to the Board two different online research

vendors. M/Burchell, S/Taylor to approve the contract with Westlaw subject to there being a 90 escape clause. Unanimous. **Motion passed.**

Section 125 Plan: County Administrator Debra Shackett explained the section 125 being offered through NH Interlocal Trust. Commissioner DeVoy read the following: RESOLVED: That the Plan be amended and restated in the form attached hereto, which Plan is hereby adopted and approved; RESOLVED FURTHER: That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute the Plan on behalf of the Company; RESOLVED FURTHER: That the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law. M/Taylor, S/Burchell. Unanimous. **Motion passed.**

Certificate of Authority: County Administrator Debra Shackett explained the Certificate of Authority for the Community Health Services Network. M/Taylor, S/DeVoy to sign the certificate of authority. 2-1 Burchell opposed. **Motion passed.**

Transfer Request: The Commissioners reviewed and discussed each of the transfers. The following motions were made and passed:

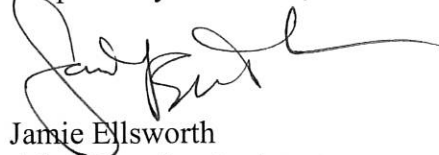
1. #2016.19 M/Taylor, S/Burchell. Unanimous.
2. #2016.20 M/Taylor, S/Burchell. Unanimous.
3. #2016.21 M/Taylor, S/Burchell. Unanimous.
4. #2016.22 M/Taylor, S/Burchell. Unanimous.
5. #2016.23 M/Taylor, S/Burchell. Unanimous.

OTHER: M/Burchell, S/Taylor to put out an RFP for auditing services. Unanimous. **Motion passed.** Commissioner Burchell denied the charge of Commissioner DeVoy that he was in an alliance to spread rumors about Commissioner Taylor.

Public Comment: There was no public comment.

Adjourn: M/Taylor, S/Burchell to adjourn at 9:49am.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant