



BELKNAP COUNTY COMMISSIONERS  
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**David DeVoy**  
Chairman  
Sanbornton

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Hunter Taylor**  
Clerk  
Alton

## Commission Meeting Minutes January 5, 2017

In Attendance: Commissioners David DeVoy, Hunter Taylor and Glen Waring and County Administrator Debra Shackett.

**Minutes:** M/Taylor, S/DeVoy to approve all the minutes. 2-1 Waring abstained. **Motion passed.**

**Calendar:** There were no comments on the calendar.

**Previously Signed Documents:** M/Taylor, S/DeVoy to ratify the previously signed documents. 2-1 Waring abstained. **Motion passed.**

<b>Previously Signed Documents</b>	
<b>Document Date</b>	<b>Document</b>
12/21/2016	Payroll & A/P Manifest
12/21/2016	Transfers
12/21/2016	Deputy Register appointment
12/29/2016	Payroll & A/P Manifest
12/29/2016	Collective Bargaining Agreement
12/30/2016	Employee hire letter

**Drug Court Grants:** Jacqui Abikoff of New Horizons and Jesse Friedman of NH Public Defenders Office asked for the Commissioners approval to apply for a federal grant for the Belknap County Recovery Court. M/Taylor, S/Waring to approve the preparation of the grant application. Unanimous. **Motion passed.**

**NH Dishwasher bid recommendation:** Dan Riley Environmental Services Supervisor stated there were three bids received. There was discussion about the process used for the recommendation. It was decided that this would be looked at the next Commission meeting after review of the RFP and the bids received.

**NH Washing Machine bid recommendation:** Dan Riley Environmental Services Supervisor recommended awarding the bid to Daniels Equipment. M/Taylor, S/Waring to award the bid to Daniels Equipment. Unanimous. **Motion passed.**

**Other:** Commissioner DeVoy stated the department heads are leaning too much on administration and need to be more proactive on their budgets.

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

1. #2016.87 M/Taylor, S/Waring. Unanimous.
2. #2016.88 M/Waring, S/Taylor. Unanimous.
3. #2106.89 M/Waring, S/Taylor. Unanimous.
4. #2016.93 M/Waring, S/Taylor. Unanimous.
5. #2016.90 M/Taylor, S/Waring. Unanimous.
6. #2016.91 M/Waring, S/Taylor. Unanimous.
7. #2016.92 M/Waring, S/Taylor. Unanimous.

Commissioner Taylor stated people should keep in mind that out of all 10 Counties Belknap County has the smallest administrative staff. He stated we have one administrative person running three positions, administration, human resources and finance.

**Public Comment:** Register of Deeds Judy McGrath spoke about proposed legislation in Concord that could cause a potential loss in revenue to her department. M/Taylor, S/Waring to prepare a letter to the Delegation with the Register of Deeds letter attached that they take into account the effect this will have on the tax payers. Unanimous. **Motion passed.**

**Non-public per RSA 91-A:3, II (a):** The Commissioners went into non-public session per RSA 91-A:3, II (a). County Administrator Shackett called the roll: Waring-Yes, DeVoy-Yes and Taylor-Yes. At 6:18 pm the board entered non-public session.

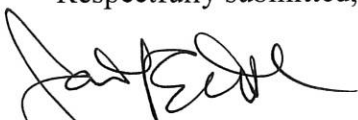
The Commissioners exited non-public session at 7:05pm.

M/Waring, S/Taylor to stop the recording of non-public sessions. Unanimous. **Motion passed.**

The Commissioners want to ensure that the Environmental Services Director reports directly to the Facilities Manager.

**Adjourn:** The meeting adjourned at 7:15pm.

Respectfully submitted,



Jamie Ellsworth  
Administrative Assistant