



BELKNAP COUNTY COMMISSIONERS  
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**David DeVoy**  
Chairman  
Sanbornton

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Hunter Taylor**  
Clerk  
Alton

## Commission Meeting Minutes July 6, 2017

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

**Minutes:** M/Waring, S/Taylor to approve the minutes with the minor addition to the public minutes. Unanimous. **Motion passed.**

**Calendar:** Commissioner DeVoy stated the building committee meetings will be taking place at the new community corrections center moving forward.

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

### **Previously Signed Documents**

<b>Document Date</b>	<b>Document</b>
6/14/2017	Payroll & A/P Manifest
6/27/2017	Payroll & A/P Manifest
6/27/2017	Child Advocacy CDBG-Environmental Site Assessment

**Management Team for Union Negotiations:** Commissioner DeVoy reviewed the current negotiating team. There was discussion as to how many Commissioners should be on the negotiating team. M/Taylor, S/Waring to have the three Commissioners, County Administrator Shackett and Roger Gray on the union negotiation team. Unanimous. **Motion passed.**

**Video Visitation:** Superintendent Keith Gray requested authorization to sign a contract with Securus for the inmate video visitation. He reviewed how the new video visitation would operate. M/Taylor, S/Waring to authorize the Superintendent to sign the contract. Unanimous. **Motion passed.**

Commissioner DeVoy asked if the contract could wait to be signed until the new center is occupied. M/Waring, S/Taylor for the building committee to sign the contract as they see fit. Unanimous. **Motion passed.**

**Inmate Transfer:** Superintendent Gray stated he has sent four inmates to Sullivan County to help with facility jobs. No actions taken.

Superintendent Gray reviewed the costs associated with the different options for the new community corrections facility.

**Dept. of Education Grant:** Superintendent Gray stated there were some documents that needed to be signed for the CTE grant. Commissioner DeVoy made the following resolution: Belknap County, NH enter into a contract with the New Hampshire Department of Education to provide educational services for the next biennium August 1, 2017 through June 30, 2018. Adopted in the affirmative. M/Taylor, S/Waring to approve the resolution. Unanimous. **Motion passed.**

**BDO NH audit:** M/Waring, S/Taylor table until Nursing Home Administrator Shelley Richardson can attend. **Motion passed.**

**NH Equipment purchase:** Facilities Manager Dusting Muzzey requested authorization to award the Automation Controller bid to ENE Systems. M/Taylor, S/Waring to approve the request. Unanimous. **Motion passed.**

**Human Services budget impact:** County Administrator Shackett reviewed the rate increase for the human services bill. M/Taylor, S/Waring to request a supplemental appropriation from the Convention and request another supplemental appropriation for the corrections and sheriff departments. Commissioner Taylor asked that it be expedited. Unanimous. **Motion passed.**

**Quarterly report from JLMC:** The Board reviewed the report included in the packets.

**LEAN Process:** County Administrator Shackett spoke about the current LEAN initiative for the nursing home billing and collections process. She explained that the outcome is to have a better work flow for billing and collections.

**Other:** County Administrator Shackett reviewed the budget that was included in the packets. There was a discussion about the grant appropriation line. No actions were taken.

**Public Comment:** There was no public comment.

**Non Public session 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 6:45 pm the board entered non-public session.

**Adjourn:** The meeting adjourned at the completion of the non-public session.

Respectfully submitted,



Jamie Ellsworth  
Administrative Assistant