



BELKNAP COUNTY COMMISSIONERS  
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**David DeVoy**  
Chairman  
Sanbornton

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Hunter Taylor**  
Clerk  
Alton

## Commission Meeting Minutes July 20, 2017

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

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

**Calendar:** Commissioner Waring asked if there had been any response from the Delegation for the request for a supplemental appropriation. County Administrator Debra Shackett stated there had not been.

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

<b>Previously Signed Documents</b>	
<b><u>Document Date</u></b>	<b><u>Document</u></b>
6/30/2017	Employee status change
7/5/2017	Payroll & A/P Manifest
7/6/2017	Collective Bargaining Agreement
7/12/2017	Payroll & A/P Manifest

**Melanson Heath Audit Review:** Sheryl Stephens Burke, Melason Heath reviewed the audit report. She stated it went well and smooth.

**IT Services Recommendation:** County Administrator Debra Shackett stated two bids had been received for IT services. She stated there was a committee of four employees that reviewed the bids and have recommended the County stay with Mainstay. County Administrator Shackett stated she concurs with their recommendation and asked that the board award a three year contract to Mainstay. M/Waring, S/Taylor to accept the recommendation to stay with Mainstay and award them the 3 year contract. Commissioner DeVoy asked if we reduce the number of computers would that reduce the contract total. Ryan Robinson, Mainstay stated it would if it is possible. Unanimous. **Motion passed.**

Commissioner DeVoy asked County Administrator Shackett to look at computer inventory and make sure they are all necessary. County Administrator Shackett stated she would report back to the board with the findings.

**Departmental Update-Maintenance:** Facilities Manager Dustin Muzzey stated his department is currently fully staffed. He informed the Board that the roof is continuing to deteriorate every time we have heavy rain. Facilities Manager Muzzey requested permission to obtain pricing for a replacement heater in the garage and an emergency light on the 2<sup>nd</sup> floor of the Courthouse. There was a discussion about putting these two projects off until further in the year. M/Taylor, S/DeVoy to approve Facilities Manager Muzzey's request. 2-1 Waring opposed. **Motion passed.**

**Budget Update:** County Administrator Shackett reviewed the budget. She stated the Sheriff believes he will be ok with his budget through the end of the year.

**Building Committee Update:** Commissioner DeVoy stated work had been stopped until a decision is made about how to move forward with hiring staff or moving inmates.

**Opening of Community Corrections Center:** Commissioner DeVoy stated there are three options to move forward. He spoke of a letter of opinion that was received from an attorney. M/Waring to enter into non-public to discuss the letter of opinion first. Commissioner Taylor and DeVoy disagreed. Motion failed due to lack of second.

Commissioner Taylor reviewed the legal opinion from Attorney Marshall. All three Commissioners agreed the least expensive option is to hire the four full-time officers. Commissioner Waring spoke about reducing the inmate per meal charge that is paid to the nursing home. He explained that it would not burden the nursing home. Commissioner Tylor stated he was not willing to do that. Commissioner DeVoy asked Superintendent Keith Gray how long it would take him to hire the four new officers if approved. Superintendent Gray stated he would ask the Board to waive the hiring process so he could get them in sooner. M/Taylor, S/Waring to authorize the Superintendent to hire the necessary four full-time officers to safely staff the new Community Corrections center and waive the hiring process. Unanimous. **Motion passed.**

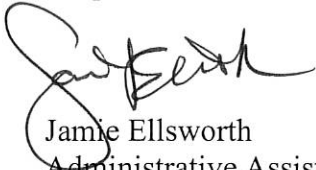
**Other:** Commissioner DeVoy asked if they should withdraw the supplemental appropriation request for the Sheriff department. Commissioner Taylor and Waring wanted to ask the Sheriff.

**Public Comment:** Joe Haas, Gilmanon, spoke of the contract the County has with the State of NH for the courthouse rental. He is also concerned about not being paid properly when he was on jury duty. Commissioner Waring suggested that he contact the Department of Labor as was suggested at the last meeting.

**Non Public session 91-A:3, II (I):** The Commissioners went into non-public session per RSA 91-A: 3, II (I). County Administrator Shackett called the roll: Waring-Yes, DeVoy-Yes and Taylor-Yes. At 7:30pm the board entered non-public session.

**Adjourn:**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', written in a cursive style.

Jamie Ellsworth  
Administrative Assistant

