



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes August 3, 2017

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

Commissioner DeVoy introduced Mike MacFazden new Director of Restorative Justice and Andrew Livernois new County Attorney.

Minutes: Commissioner DeVoy stated the minutes need to be revised to change town of Joe Haas to Gilmanton. M/Taylor, S/Waring to approve the minutes with the revision. Unanimous. **Motion passed.**

Calendar: Commissioner Taylor stated the 4-H Fair is August 12-13.

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

Previously Signed Documents	
Document Date	Document
7/20/2017	Payroll & A/P Manifest
7/26/2017	Payroll & A/P Manifest
7/27/2017	Child Advocacy CDBG Certificate

Departmental Update-Nursing Home: Nursing Home Administrator Shelley Richardson reviewed her departmental update.

Nursing Home BDO Audit: Nursing Home Administrator Richardson reviewed the BDO audit that was completed for the billing practices at the nursing home. She stated they have changed some of the processes and are noticing an increase in revenue.

Nursing Home request to purchase beds: Nursing Home Administrator Richardson requested permission to put out a RFP for beds. M/Taylor, S/Waring to approve the request. Unanimous. **Motion passed.**

Update Pharmacy Contract: Nursing Home Administrator Richardson stated she had spoken with the pharmacy manager about the contract. It was discovered that the contract has not been updated since 2009 and automatically renews every year. She stated the pharmacy is willing to enter into an extension of the contract at a reduced cost. M/Waring, S/Taylor to authorize the Nursing Home Administrator to enter into an extension of the contract at a reduced cost. Unanimous. **Motion passed.**

Accept Donation: Nursing Home Administrator Richardson stated they had received a donation from Lakes Region Porcupine. M/Waring, S/Taylor to accept the donation. Unanimous. **Motion passed.**

Reclassification Request: County Administrator Debra Shackett reviewed her written recommendation to reclassify the Sergeants positions at the Department of Corrections. Superintendent Keith stated he recommends the reclassification. M/Taylor, S/Waring to approve the reclassification and make effective 1/1/2018. Unanimous. **Motion passed.**

Building Committee Update: Commissioner DeVoy stated there will be a ribbon cutting ceremony on August 17th at 2pm for the new facility.

Superintendent Gray spoke stated three people have accepted full-time positions and he will be filling the Sergeant position in September. He stated Carroll County is willing to take up to 20 inmates and only charge \$10 per inmate to cover the cost of food. Superintendent Gray stated it would cost an additional \$754. M/Waring, S/Taylor to approve the additional \$1000 expense. Unanimous. **Motion passed.**

Facilities Manager Dustin Muzzey stated they had completed rebate forms for Ever Source for using energy efficient equipment.

Public Comment: Joe Haas, Gilmanon, asked the Board to issue a certificate of bad standing to the court for not paying. Commissioner DeVoy stated the Board agreed that the court did nothing wrong.

Non Public session 91-A:3, II (a): The Commissioners went into non-public session per RSA 91-A: 3, II (l). 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 conclusion of the non-public session.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant