



BELKNAP COUNTY COMMISSIONERS
34 County Drive
Laconia, NH 03246
Phone (603) 527-5400
Fax (603) 527-5409

David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes September 20, 2017

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

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

Calendar: There was no discussion.

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

Previously Signed Documents	
Document Date	Document
9/7/2017	Payroll & A/P Manifest
9/13/2014	Payroll & A/P Manifest

Departmental Update: Restorative Justice: Director of Restorative Justice Mike MacFadzen reviewed his departmental report. Commissioner DeVoy asked where the program stood like the one from Vermont that was previously talked about. Director of Restorative Justice MacFadzen stated it was still being looked into. Commissioner DeVoy asked how the department budget was looking. Director of Restorative Justice MacFadzen stated it was looking good.

Registry of Deeds contract: Register of Deeds Judy McGrath requested permission to enter into a contract with Fidlar Technologies. Commissioner Waring asked how many of the Counties use Fidlar. Register of Deeds McGrath stated 9 out of 10 use them. She stated Merrimack County uses a hybrid program. Commissioner DeVoy asked if there were any hidden costs. Register of Deeds McGrath stated there were not. Commissioner Waring asked if this would require the service be put out to bid. Commissioner DeVoy asked if the service has been put out to bid. Register of Deeds McGrath stated it had not been. It was decided to put the service out to bid.

Corrections contract: Superintendent Gray requested permission to sign a two year contract with Lexus Nexus for the inmate law library. M/Waring, S/Taylor to grant the Superintendent request. Unanimous. **Motion passed.**

Tax Anticipation Note: County Administrator Debra Shackett stated there is a cash flow shortage. Accounting Manager Lori Sharp stated there are some revenue lines that are not receiving the amount of revenue that we did last year. Commissioner Waring stated in theory the cash flow shortage is due to the fund balance being used and explained why the fund balance was getting low. Commissioner DeVoy asked if we could borrow a line of credit. County Administrator Shackett stated when Treasurer Michael Muzzey looked into a line of credit it would cost the County more money.

M/Waring WHEREAS: The County Commissioners voted on December 21, 2016 to authorize the County Treasurer to borrow up to \$10,000,000 in tax anticipation notes in calendar year 2017; and

WHEREAS: The County Delegation Executive Committee voted on February 17, 2017 to authorize the County Treasurer to borrow up to \$10,000,000 in anticipation of taxes in calendar year 2017; and

WHEREAS: The County issued \$8,136,000 in 2017 General Obligation Tax Anticipation Notes dated March 15, 2017 and sold to Bank of New Hampshire (the "March TAN"); and

WHEREAS: RSA 28:24 provides an exception from the public sealed bidding requirements for County tax anticipation notes maturing in less than one year; and

WHEREAS: The County Treasurer has determined that the County will need to borrow another \$1,500,000 in anticipation of taxes in calendar year 2017, which shall mature in less than one year from the issue date, such amount when added to the \$8,136,000 amount of the March TAN will not be in excess of the \$10,000,000 authorized by the County Commissioners and the County Delegation.

IT IS NOW HEREBY,

RESOLVED: That the Commissioners approve the issuance of a supplemental \$1,500,000 borrowing in anticipation of taxes for the purposes of financing the costs of County operations for the remainder of calendar year 2017.

RESOLVED: Due to the immediate need to secure such supplemental funds, that the Commissioners authorize the Treasurer to seek a quote from Bank of New Hampshire for the supplemental tax anticipation note as Bank of New Hampshire has provided the lowest bid on a number of recent County financings. Seeking a direct quote will avoid the cost and time involved with sending out a formal RFP and thus is in the best interest of the County and in compliance with RSA 28:24.

RESOLVED: That the Commissioners reserve the right to reject the bid from Bank of New Hampshire if it is determined for any reason that such bid is not in the best interest of the County and to solicit bids from other financial institutions.

RESOLVED: that all actions heretofore taken in a manner consistent with the foregoing are hereby ratified and confirmed. S/Taylor. Unanimous. **Motion passed.**

Budget Update: County Administrator Shackett reviewed the budget. There was a discussion on the shortage dietary aides in the nursing home and the effect the full-time CORE program is going to have on the department.

Other: There was no other discussion.

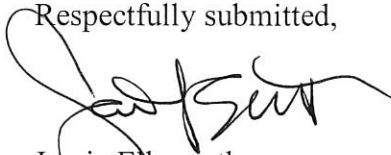
Public Comment: There was no public comment.

Non Public Session 91-A:3, II (a): M/DeVoy S/Taylor to enter non-public session per RSA 91-A: 3, II (a). County Administrator Shackett called the roll: Waring-Yes, DeVoy-Yes and Taylor-Yes. At 6:44 pm the board entered non-public session.

At 6:50 pm the Commissioners re-entered public session. They toured the Community Corrections facility.

Adjourn: The meeting adjourn at the completion of the tour at 7:25 pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant

