



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes November 16, 2017

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

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

Calendar: Commissioner DeVoy noted the meeting for the Laconia Airport Authority and Economic Development had changed this month. Commissioner Waring asked if a date had been set for the public budget hearing. County Administrator Debra Shackett stated the Delegation had not set a date yet.

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

Previously Signed Documents

<u>Document Date</u>	<u>Document</u>
10/3/2017	Sympathy Card
10/5/2017	Payroll & A/P Manifest
10/11/2017	Payroll & A/P Manifest
10/19/2017	Payroll & A/P Manifest
10/26/2017	Payroll & A/P Manifest
11/1/2017	Payroll & A/P Manifest
11/7/2017	Employee Longevity Letters
11/8/2017	Payroll & A/P Manifest

Departmental Update: County Attorney: County Attorney Andrew Livernois stated things are going generally well. He stated the biggest concern is being down two attorneys. County Attorney Livernois spoke about the server space problem at the Courthouse and the temporary fix. He also stated he is separating the duties for Deputy County Attorney and the domestic violence prosecutor. Commissioner Waring asked how the case load is this year compared to years passed. County Attorney Livernois stated he did not have that information but could do an analysis.

JLMC update: County Administrator Shackett reviewed the JLMC memo. Commissioner DeVoy asked if the County had a workers compensation rating. County Administrator Shackett will find out.

Building Committee Update: Superintendent Gray stated the floor project in the jail should be complete Wednesday. He stated most of the remainder of work should be completed by the first of the year.

RFP Recommendation-Registry of Deeds: County Administrator Shackett stated Register of Deeds Judy McGrath was not able to make the meeting. She is recommending the Board accept the one bid received. Commissioner Waring had some questions about the amount of equipment listed in the RFP. County Administrator Shackett will ask Register of Deeds McGrath to attend the next Commission meeting.

Postage Meter Contract-Sheriff: Accounting Manager Lori Sharp stated the Pitney Bowes postage meter for the Sheriff department has come up for renewal. She stated it is a 5 year contract. M/Waring, S/DeVoy to accept the contract and authorize County Administrator Shackett to sign it. Unanimous. **Motion passed.**

Taser Contract-Dept. of Corrections: Superintendent Keith Gray requested permission to enter into a 5 year contract with a taser cartridge vendor. There was discussion on the amount of cartridges needed every year and the expiration date of them. Superintendent Gray stated if there are any cartridges that are getting close to the expiration date they are given to the Sheriff department. M/Waring, S/DeVoy to accept the contract and authorize County Administrator Shackett to sign it. Unanimous. **Motion passed.**

2017 Budget Review: County Administrator Shackett reviewed the budget handout included in packet and department budget. Commissioner Waring stated he would like to see the cash flow for the next meeting.

Non-Profit Agency Request:

UNH Coop. Ext.-Kelly McAdam stated they are requesting a \$3058 increase. Commissioner DeVoy asked about the match for every dollar the County spends. Ms. McAdam stated 66% of the total budget comes from UNH. She spoke about the programs offered in the County. Commissioner Waring asked how many growers are helped in Belknap County. Ms. McAdam stated approximately 100 farmers in Belknap County.

Conservation District- Ken Kettenring, Supervisor stated the request covers the program coordinator salary which has gone unchanged since 2010. Commissioner DeVoy asked if grants could be used to cover salaries. Mr. Kettenring stated they could not. Commissioner Waring asked how the 2017 budgetary cuts were covered in 2017. Mr. Kettenring stated partially by the way billing works and fundraising. Lisa Morin, Program Coordinator stated if the budget does not get passed in February then there will be no staff to run the Conservation District. Ms. Morin spoke about the current project at Gunstock.

Child Advocacy: Megan Noyes, Director of Program Services stated they are asking for \$11,000. Tom Swett, Laconia PD gave some background information on how the program evolved. Ms. Noyes stated they serve approximately 200 children and families every year. She stated they also provide some education to inmates.

Genesis: Maggie Prichard stated they ask towns to support emergency services which is a state mandated service. She stated the County money is for the adult outpatient program. Ms. Prichard stated they served about 800 people in Belknap County last year and gave \$988,000 in charity care to residents in Belknap County last year. Commissioner DeVoy asked how the services to the County will be affected if the Delegation doesn't support the request. Ms. Prichard stated they might not be able to see people that do not have insurance or can't pay. She stated this would result in an increase in emergency care.

C.A.P.: Pam Jolevette, Elder Services stated they are not asking for an increase in elder services. She stated they do not receive funding from towns for elder services. Ms. Jolevette stated meals on wheels is growing in Belknap County and that there is a projected 89% increase in the next 15 years. Commissioner Waring asked how the gap in the budget reduction made up. Ms. Jolevette stated the three elder service programs were funded.

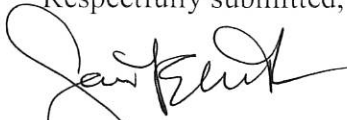
Susan Wunuk, Family Planning stated they have decided to withdraw the request for prenatal care. She stated they provide extensive education to patient for family planning and have the highest rate of providing an effective birth control in the state. Ms. Wunuk stated they work with the Department of Corrections and provide HIV and Hepatitis C testing and risk reduction counselling.

Public Comment: Lisa Morin asked what was anticipated for a budget schedule with the Delegation. County Administrator Shackett stated the Delegation is required to hold a public hearing.

Non Public Session RSA 91-A:3, II (I): M/DeVoy, S/Waring to enter into non-public session per RSA 91-A:3, II (I). County Administrator Shackett called the roll: Waring-Yes and DeVoy-Yes. At 7:33 pm the board entered non-public session.

Adjourn: The meeting adjourned at the conclusion of the non-public session at 7:50 pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant

