



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
 Chairman
 Sanbornton

Glen Waring
 Vice-Chairman
 Gilmanton

Hunter Taylor
 Clerk
 Alton

Commission Meeting Minutes December 7, 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 of 11/14/17 and 11/28/17. Unanimous.

Motion passed. M/Waring, S/DeVoy to approve the minutes of 11/16/17. Commissioner Taylor abstained as he was not present. Unanimous. **Motion passed.**

Calendar: Commissioner Waring asked if we had an agenda for the 12/11 & 12/13 Delegation meetings. County Administrator Debra Shackett stated there was not.

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

Previously Signed Documents	
<u>Document Date</u>	<u>Document</u>
11/15/2017	Payroll & A/P Manifest
11/22/2017	Payroll & A/P Manifest
11/28/2017	Payroll & A/P Manifest

Treasurer request for TAN: Treasurer Michael Muzzey requested to borrow up to \$12 million in anticipation of taxes. He stated the cash flow is concerning. Treasurer Muzzey stated he would like to make the presentation to the Executive Committee in person before he leaves for Florida. M/Taylor, S/Waring to approve the request to borrow up to \$12 million in anticipation of taxes. Unanimous. **Motion passed.**

Appoint Deputy Treasurer: Treasurer Muzzey stated the current Deputy Treasurer is no longer able to fill duties. He stated there is someone else that might be interested. This item will be discussed at a later date.

Departmental Update: Sheriff: Sheriff Moyer stated the budget is looking good. He stated it was a tough year and the staff did what they had to do very professionally. Sheriff Moyer stated a lot of sacrifices were made and the cuts are not sustainable. He thanked everyone that works in

the department. Sheriff Moyer stated they were down 3 full-time dispatchers but had some potential candidates from recent interviews. He also provided an update on the D.O.J. diagnostic center.

Grant Request-Sheriff: Sheriff Moyer spoke about a grant that Merrimack County is applying for that would allow the installation of 11 cruiser camera in our cruisers. County Administrator Shackett asked if Merrimack County would be the grant writer. Sheriff Moyer stated they would be. He stated he is asking for approval to accept the equipment if Merrimack County is awarded the grant. Sergeant William Wright stated the grant would come with server that would download the information through Wi-Fi. He stated everything will be maintained by Watch Guard and there will be no involvement from Mainstay. M/Taylor, S/Waring to approve the request and authorize the Sheriff to accept the donation should the grant be approved. Unanimous. **Motion passed.**

Building Committee Update: Facilities Manager Dustin Muzzey stated the roof work is being done on the Nursing Home. He stated they will be back in the spring to do some minor site work. Commissioner DeVoy asked if the generator had been run on maximum load. Superintendent Keith Gray stated that it is scheduled for Monday.

RFP Recommendation-Registry of Deeds: Register of Deeds Judy McGrath recommended entering into a 5 year agreement with Fidlar Technologies. Commissioner Waring asked if there was an opportunity to reduce the physical equipment. Register of Deeds McGrath stated there was not. M/Taylor, S/Waring to accept the recommendation. Unanimous. **Motion passed.**

RFP Recommendation-Nursing Home: Nursing Home Administrator Shelley Richardson stated they had put out an RFP for the resident wander guard system and is recommending ESL distributing. Commissioner Waring asked if this was included in budget. Nursing Home Administrator Richardson stated it was. M/Taylor, S/Waring accept the recommendation. Unanimous. **Motion passed.**

Commissioner DeVoy asked if anything had been done with the call bell system RFP. Nursing Home Administrator Shelley Richardson stated the new Environmental Services Director is working on it. County Administrator Shackett stated at the next meeting a list of items to encumber for next year can be available.

Accept Donations-Nursing Home: Nursing Home Administrator Richardson stated she had received two donations for the Resident fund. M/Waring, S/Taylor to accept both donations for the purposes stated in the memo. Unanimous. **Motion passed.**

Nursing Home Administrator Richardson stated in a recent publication the nursing home ranks #5 out of 73 nursing homes in New Hampshire.

HealthTrust Resolution: Commissioner DeVoy read: I hereby certify to HealthTrust, Inc. ("HealthTrust"), that the following is a true copy of a resolution adopted by the Governing Body of Belknap County at a meeting duly held on December 7, 2017.

RESOLVED: That Belknap County shall participate as a Member in the HealthTrust pooled risk management program for the provision of group medical and/or other benefits plans in accordance with the "Application and Membership Agreement" and NH RSA 5-B.

RESOLVED: That Debra Shackett, County Administrator is hereby authorized and directed to execute and deliver to HealthTrust, on behalf of Belknap County, the "Application and Membership Agreement" in substantially the form presented to this meeting.

I further certify that the foregoing resolution remains in full force and effect without modification.

M/Waring, S/Taylor. Unanimous. **Motion passed.**

Other: There was a discussion on the slide presentation for the Delegation meeting.

Public Comment: There was no public comment.

Semi-annual tour of dept. of corrections: The Commissioners toured the Department of Corrections.

Non Public Session RSA 91-A:3, II (a): M/Taylor, S/Waring to enter into non-public session per RSA 91-A:3, II (a). County Administrator Shackett called the roll: Taylor-Yes, Waring-Yes and DeVoy-Yes. At 6:53 pm the board entered non-public session.

Adjourn: The meeting adjourn at 8:05 pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant

