



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes March 1, 2018

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

Minutes: M/Taylor, S/Waring to approve the minutes of 2/15/18. Unanimous. **Motion passed.**

Calendar: The March 15th Commission meeting was changed to March 13th.

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>
2/14/2017	Payroll & A/P Manifest

Department Update-County Attorney: County Attorney Andrew Livernois stated his department is fully staffed and right on target for spending. He stated there could potentially be a problem with the witness line in the budget depending on case loads. Commissioner Waring asked if he has a recommendation for the civil suit for the opioid crisis. County Attorney Livernois stated he is very close and would like to make his recommendation in a non-public meeting.

Nursing Home-Inmate Labor: Nursing Home Administrator Shelley Richardson reviewed the three options for inmate labor in the nursing home. Commissioner Taylor asked if the supervisor in laundry would be comfortable only working with inmates. Nursing Home Administrator Richardson stated she would lean towards option #2. Commissioner Taylor stated since he has been a Commissioner there has been a problem with inmates in the kitchen. Commissioner Waring asked if there was an area in the budget for any one of the proposed solutions. He stated he would need to know what is going to be given up to make this happen. Nursing Home Administrator Richardson stated she would have to sit down with County Administrator Shackett and review the budget. Commissioner DeVoy stated it would be helpful with option #3 if a conversation was had with the laundry supervisor to see if she would be comfortable with it. Nursing Home Administrator Richardson stated her concern with that option is who is going to cover for vacations, sick days, lunch, breaks, etc. Commissioner Waring stated those are all

questions that need to be discussed when making an operational change. Superintendent Keith Gray stated in his opinion option #2 is the best choice. He stated if there are two employees and one is out then he could have a corrections officer help out.

Commissioner DeVoy stated he was leaning towards option #2. Commissioner Waring asked who made the decision to not have inmates in the kitchen. Nursing Home Administrator Richardson stated it was after a discussion with Health and Human Services. There was a discussion about the requirements and a request for a waiver.

M/Taylor to adopt alternative #2 and have the nursing home administrator find the money but it cannot be taken from the administrative assistant position, S/Waring. Commissioner Waring asked if the union had been notified of the position reclassification. County Administrator Shackett stated they had not been notified. Commissioner Waring stated he was not comfortable with making this decision. 2-1 Waring opposed. **Motion passed.**

Other: Commissioner DeVoy asked if the RFP had been done for the call bell system. Nursing Home Administrator Richardson stated it was being built.

Commissioner DeVoy asked if the RFP for the road had been done. Facilities Manager Dustin Muzzey stated he would work on it. Commissioner DeVoy stated it looked like the roof is going to come in under budget and an RFP for the Courthouse windows needed to be done. Facilities Manager Muzzey stated he would like to engage with the architect for the RFP for the window replacement at the Courthouse.

Commissioner DeVoy stated he wanted to talk about hiring a pretrial person in the DOC. He stated he believed hiring a pretrial person would help and that Superintendent Gray had found someone. Commissioner Waring stated he would like to see the impact of the Delegation budget by each department with a list of things they are forgoing and which departments will not be able to operate. He stated he was not willing to make any decisions until the information is received. Commissioner DeVoy stated he felt strongly about the road and the furnace being done this year. Commissioner Waring stated he only agreed with projects being completed that were encumbered from 2017. Commissioner Taylor stated he agreed that they should move forward and do what needs to be done. He stated the information should be given to the Delegation about how bad things are going to be. Commissioner Waring stated it is a reckless way to operate the County and lay it on the feet of the Delegation when we run out of money. He stated he thought they should have a budget worksession with the Department Heads and County Administrator.

Commissioner Waring stated he had taken the time to re-watch the Delegation video. He stated there are some procedural errors and that the best course of action is to draft a letter to the Chairman and entire Delegation to correct some of the errors made and make clear what they voted on. Commissioner Taylor stated he also did not understand what happened after being present at the meeting or watching the video. Commissioner DeVoy stated he agreed that a letter should be drafted and let the Delegation know that they have until March 31st to fix it. He stated he would like to meet in a non-meeting with an attorney to discuss the issue. Commissioner Taylor stated he thought that was a good idea.

Public Comment: There was no public comment.

Adjourn: M/Taylor, S/Waring to adjourn at 6:33pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', with a long horizontal flourish extending to the right.

Jamie Ellsworth
Administrative Assistant

