



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes April 3, 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. Unanimous. **Motion passed.**

Calendar: There was no discussion.

Previously Signed Documents: M/Taylor, S/Waring. Unanimous. **Motion passed.**

Previously Signed Documents

Document Date	Document
2/28/2018	Payroll & A/P Manifest
3/1/2018	Equitable Sharing Agreement-D.O.J.
3/6/2018	Letter to the Delegation
3/7/2018	Payroll & A/P Manifest
3/14/2018	Response letter to T. Kelley
3/14/2018	Payroll & A/P Manifest
3/21/2018	Payroll & A/P Manifest
3/21/2018	Response letter to Nursing Home residents
3/21/2018	BAN documents
3/28/2018	Payroll & A/P Manifest

Presentation & Agreement with Working Dog Foundation: John Usher, Head trainer from working dog foundation was present with a dog handler.

Sgt. Pat O'Reilly and Detective Adam Batstone reviewed the slide show presentation.

M/Taylor, S/Waring to approve the agreement subject to the approval of the County Attorney. Unanimous. **Motion passed.**

2018 Budget:

Wages-Commissioner DeVoy stated he would like to have a report of what all employees make before a decision is made about step and cost of living (COLA) increases. Commissioner Taylor stated he would like to see the same thing. He stated we should take good care of non-union as we do union. Commissioner Waring asked if there were currently any unions in status quo. County Administrator Shackett stated there are two unions in status quo. She stated she would not be in favor of holding increases for non-union employees. Commissioner Waring stated he thought they would be heading down a slippery area of discrimination. Commissioner Taylor stated it is his opinion that an employee that makes \$90,000 is different than someone who is making \$35,000. County Administrator Shackett stated there is a classification system that is opposite of what is being talked about. She asked if they are looking for a report of only non-union employees. Commissioner Taylor stated yes. Commissioner Waring stated he is concerned if they are considering cutting non-union employees and not treating them as fairly as union employees. He stated he did not think wage increases should be withheld.

Budget-County Administrator Shackett reviewed the spreadsheet that included a column with Rep Abear's budget and a column that shows how each department head would operate their departments under the budget. Commissioner Waring stated the last column was arrived by the department heads going through their budget.

M/Waring to adopt the column labeled actual spending plan as the County budget and post accordingly.

Commissioner DeVoy stated he did not support the motion and that they need to wait until later in the year. Commissioner Waring stated they had received budgets and working plans from department heads and the budget should be posted that way. He stated the budget vote was taken on bottom line numbers. Commissioner Taylor asked what the effects on the CORE program would be. Commissioner Waring stated he was planning to make a motion to get rid of the CORE program due to the Delegations lack of support. Commissioner DeVoy stated the building wasn't built to be shut it down. Commissioner Waring stated it is the Boards job to manage the County. He stated he believed they need to ask for a supplemental appropriation for the DOC and other contractually obligated expenses. Commissioner DeVoy stated that should happen later in the year. There was a discussion on the effects of inmates sentenced to the CORE program if the program was to stop.

Commissioner DeVoy asked what the big capital expenses were for the nursing home. Nursing Home Administrator Shelley Richardson stated some kitchen equipment, beds, boiler, recliners and a sander. Commissioner DeVoy stated the boiler is under the capital improvement plan. County Administrator Shackett stated posting the budget is not closing down the CORE program. Commissioner Waring stated he wanted to show the Delegation how the number they approved don't work. Commissioner Waring stated he fully supports the CORE program and believes it is what the County should be doing. He stated he respected the other Commissioners opinions but last years posting of the budget did not work for me or the department heads, we should give the department heads the tool they need to manage their budget. M/Taylor to post the Abear budget. S/DeVoy. 2-1 Waring opposed. **Motion passed.**

County Administrator Shackett asked if department heads could transfer within their budgets to make it easier for them to see where things are at. Commissioner DeVoy stated he didn't think

they should allow that. Commissioner Taylor stated to let the line show it has been overspent. Commissioner Waring stated not allowing the department heads to transfer within their departments means they will have to create another document to keep track of spending. He stated it gives chance for human error and didn't work last year.

Collective Bargaining Agreement-approval of Sheriff's Unit contract: County Administrator Shackett stated the contract is the same as the one negotiated. M/Waring to accept the collective bargaining agreement for the Sheriff's teamsters bargaining unit, S/Taylor. Commissioner DeVoy stated they need to ask for a transfer from contingency for the cost items. Commissioner Waring stated there is no say in how the Delegation will fund the cost items. Unanimous. **Motion passed.**

County Administrator Shackett stated the money is included in the Sheriff budget. Commissioner Taylor stated the Delegation passed the budget on a three number bases and did not impose any limitation on transfer authority. He stated money could be moved from contingency to cover the costs. Commissioner Waring stated he would not be in favor of moving money right now.

Revolving Fund for Outside Details: County Administrator Shackett stated this is required by the contract they was just approved, pending approval of the cost items by the Delegation. Sheriff Mike Moyer stated this how many towns pay for cruisers.

Department Update-Department of Corrections: Superintendent Keith Gray reviewed the current inmate data. He stated he believed some of the reason the inmate population is down is due to recovery court and the change in bail conditions. Superintendent Gray stated four corrections officers have resigned in the last three months and one LPN resigned earlier this week. He stated between overtime costs and the CORE program he will need an additional \$125,000.

ASA Contract-Supt. Gray: Superintendent Gray requested Commissioner DeVoy sign the contract for Alternative Solutions Associates, Inc. He stated the money for the contract had been encumbered last year. M/Taylor to approve the request of the Superintendent, S/Waring. Unanimous. **Motion passed.**

Commissioner DeVoy asked for an update on the grants. Superintendent Gray stated he is in contact weekly with Kevin Warwick and as soon as they are available he will let the Board know.

Acceptance of County Attorney grant: County Attorney Andrew Livernois requested acceptance of the award for the VOCA grant. M/Taylor to accept the grant award, S/Waring. Unanimous. **Motion passed.**

County Attorney Livernois stated the CORE program is a key part in the fight against the drug epidemic and anything we can do to keep the program alive is appreciated.

Award bid for Truck purchase-Facilities Manager: Facilities Manager Dustin Muzzey recommended the truck be purchased from Irwin Automotive and the old red truck be sent to the state auction in May. M/Waring to accept the recommendation, S/Taylor. Unanimous. **Motion passed.**

Boiler repair vs. replacement-Facilities Manager/NH Administrator: Facilities Manager Muzzey stated he was looking for clarification for the boiler, if it should be repaired or replaced. County Administrator Shackett stated the money had been encumbered to replace it. Commissioner Waring stated he would be in favor of moving forward with the repair. Facilities Manager Muzzey stated he didn't believe putting \$10,000 into a 30 year old boiler was a good idea. Commissioner Taylor stated he didn't think spending \$10,000 on it doesn't make sense. It was decided to obtain bids to replace the boiler.

Commissioner DeVoy asked for an update on the Courthouse windows. Facilities Manager Muzzey stated he has one proposal from an architect and is waiting on two other ones. Commissioner DeVoy asked if the roof will be under budget. Facilities Manager Muzzey stated it would be under budget. He stated there are some punch list items that need to be completed.

Facilities Manager Muzzey stated the CCC was not built to have inmates sitting around all day doing nothing.

Funding for second position in Dietary Division-NH Administrator: Nursing Home Administrator Shelley Richardson stated there have been some operational changes in laundry and they are working well with three staff. She stated dietary is still in need of one more fulltime dietary aide. Nursing Home Administrator Richardson requested permission to add one fulltime dietary aide. M/Taylor to approve the request, S/Waring. Unanimous. **Motion passed.**

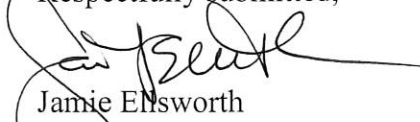
Award contract for Therapy Services-NH Administrator: Nursing Home Administrator Richardson stated three bids were received for therapy services. She recommended a two year contract be awarded to the current therapy provider. M/Taylor accept the recommendation of the Nursing Home Administrator, S/Waring. Unanimous. **Motion passed.**

Other: Commissioner Taylor spoke about the implementation of phase 2 for the Medicaid managed care program. He urged both Commissioners to read the report of the expert of the Association of Counties.

Public Comment: There was no public comment

Adjourn: M/Taylor, S/Waring to adjourn at 7:09 pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant