



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes August 2, 2018

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

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

Calendar: There was no discussion.

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

Previously Signed Documents

<u>Document Date</u>	<u>Document</u>
7/17/2018	CDBG Authorization to submit claims
7/18/2018	Payroll & A/P Manifest
7/19/2018	CTE Grant
7/19/2018	UNH MOU
7/19/2018	Letter to Attorney General-Semi-annual DOC tour
7/26/2018	Retirement card
8/1/2018	Payroll & A/P Manifest

Departmental Update-Restorative Justice: Restorative Justice Director Mike MacFadzen stated pretrial services had been transferred over to the new position and the transition has gone very good due to the close working relationship between the departments. He reviewed the case statistics in the report included in the packet. Commissioner Taylor asked what the education only case was. Restorative Justice Director MacFadzen stated it was a house party with underage drinking and they went through the PRIME for life program.

Restorative Justice Director stated he had completed a mission and vision statement and updated the policy manual. He stated he is working to develop policies to go out to Laconia Middle and High schools and will be focusing on drug and alcohol use, truancy and decision making.

Acceptance of Donations-Nursing Home: County Administrator Shackett stated the facility had received a \$175 gift card to Lowes to purchase a gas grill that is portable. M/Taylor to accept the donation of the gift card for the purchase of a portable gas grill, S/Waring. Unanimous. **Motion passed.**

A \$25 donation was also received. M/Taylor to accept the \$25 donation, S/Waring. Unanimous. **Motion passed.**

Personnel Policy update: Commissioner Taylor suggested scheduling a work session and go through the manual. He stated it would be beneficial to all of them to have a better understanding of the policies. Commissioner Waring agreed. Commissioner DeVoy asked if there were individual policies signed by the Commissioners. County Administrator Shackett stated there were. Commissioner DeVoy stated he would like to review all of the policies after the review of the manual.

Other: Commissioner Waring stated a few weeks ago he had circulated a template for evaluating the County Administrators' position and would like the thoughts and comments of the Board. Commissioner Taylor stated he liked it and stated the form should be reviewed during the policy review. Commissioner DeVoy asked if this should be discussed in non-public. Commissioner Waring stated the format and template is a public matter and once they start talking about the employee evaluation it becomes a non-public matter. Commissioner DeVoy stated he still liked the old format.

Commissioner Waring stated there are a couple of bargaining units that are looking to schedule meetings and it is hard with all three Commissioners being on the committee. He stated he would like to nominate one Commissioner to be on the committee with County Administrator and/or the Department Head if needed. Commissioner Taylor agreed. M/Waring to nominate Commissioner Taylor for the negotiation committee, S/DeVoy. Unanimous. **Motion passed.** It was decided to have the negotiation committee be comprised of County Administrator Shackett and Commissioner Taylor.

Public Comment: Rep Sylvia inquired about the revolving account for the Sheriff outside details as he could not find a statute that covers it. Commissioner DeVoy stated it was part of the last union negotiation. Commissioner Taylor stated there are a number of jurisdictions and Counties that have this type of account and that is how they buy their cruisers. Rep Sylvia stated it is essentially moving the money off the budget. Commissioner Taylor stated the money will not be spent without an appropriation.

Rep Sylvia inquired about the article in the April 11th Laconia Daily Sun regarding the SEA withdrawing an Unfair Labor Practice and the legal bill in June. He asked if it had been settled. Commissioner DeVoy stated the SEA withdrew.

Adjourn: M/Taylor, S/Waring to adjourn at 6:06pm.

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

