



BELKNAP COUNTY COMMISSIONERS  
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**David DeVoy**  
Chairman  
Sanbornton

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Hunter Taylor**  
Clerk  
Alton

## Commission Meeting Minutes January 15, 2019

In Attendance: Commissioners Dave 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.**

<b>Previously Signed Documents</b>	
<b>Document Date</b>	<b>Document</b>
1/2/2019	Payroll & A/P Manifest
1/14/2019	Payroll & A/P Manifest

**Departmental Update-County Attorney:** County Attorney Andrew Livernois updated the Board on his department. He stated he does have a potential candidate for the open Attorney position. County Attorney Livernois stated the State authorized use of funds for equipment for the domestic violence grant.

**Administrative transfer of prisoner:** Superintendent Keith Gray requested the Boards approval for the transfer of a prisoner. M/Taylor to approve the transfer of the inmate, S/Waring. Unanimous. **Motion passed.**

**Financial Update:** Accounting Manager Lori Sharp reviewed the accounting reports. She stated receivables are down from last month due to rebilling old claims.

**Other:** Commissioner DeVoy spoke about the Executive Committees vote to recommend \$1,000 transfer authority. Each department head was given the opportunity to speak about the proposed cuts by the Executive Committee to their departments.

County Administration-County Administrator Shackett stated the big impact is the HR director being removed as it effects the entire County. The IDN grant is under employee recognition, they eliminated the revenue and \$5,000 was cut from Legal.

IT-Commissioner DeVoy stated there was a meeting with Rep Lang, Rep Comtois and Mainstay. County Administrator Shackett stated they cut the security audit out of the budget.

Registry of Deeds-The part-time position was removed and the book restoration was cut back to 1 book each year for 10 years. Commissioner Taylor stated it needed to be on record that it is the Delegations disaster to stretch out the book replacements.

Maintenance-Facilities Manager Muzzey stated he is concerned with electric line and complex repair/maintenance.

Contingency-Commissioner DeVoy stated this line was cut in half.

Sheriff-Sgt. Wright spoke on behalf of the Sheriff. He stated the Sheriff will be reaching out to the Delegates about adding the dispatcher back along with all the corresponding line items.

Corrections-Superintendent Gray stated they randomly took \$35,000 out of part-time wages. There was a discussion about removing the part-time assistant program position. Superintendent Gray stated there were 135 forced overtime shifts. Commissioner Waring stated they need to advocate to add the entire \$35,000 back in and then cut the \$24,000 for the program assistant if they don't want that position added. There was a discussion about the unwillingness to fund rehabilitation programs for the inmates.

Outside Agencies-Commissioner Waring stated he thought all three outside agencies should be present at Friday's meeting to answer questions and fully supports all three being funded.

Debt Service-County Administrator Shackett stated they recalculated the interest rate on the TAN to be 2.5% or less. Commissioner Waring asked if we would know the rate by February 1<sup>st</sup>. Accounting Manager Sharp stated they would.

NH-Nursing Home Administrator Shelly Richardson stated her main concern is the limit to line transfers. The wages in maintenance was cut due to the % increase. County Administrator Shackett due to the way the County budgets none of the wage items equal a 5% increase.

2019 IDN-Commissioner Waring stated his personal thought is to not recommend any use of fund balance if they take the IDN out. Commissioner Waring stated if they pull out the expenditure of the IDN then they need to pull out the revenue. The Board discussed different scenarios for the effects to the tax payers in regards to the IDN.

County Administrator Shackett will send a draft letter tomorrow to the Board to review. Commissioner DeVoy stated it needs to state there is plenty of time to vote on budget, a lot of new members that need to become familiar with the budget.

**Public Comment:** There was no public comment.

**Adjourn:** M/Taylor, S/Waring to adjourn at 7:30pm.

Respectfully submitted,

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

Jamie Ellsworth  
Administrative Assistant

