A photograph of the Belknap County Complex entrance. In the foreground, a grey stone sign reads "Belknap County Complex". Behind the sign is a garden with pink, yellow, and purple flowers. Two tall white flagpoles stand behind the garden, flying the American flag and the New Hampshire state flag. The background is a blue sky with white clouds.

BELKNAP COUNTY NEW HAMPSHIRE 2022 ANNUAL REPORT



Belknap County Seal

The seal of Belknap County was commissioned in the latter part of 1976, the year of our nation's bicentennial, and adopted in February of 1977. Designed and executed by Mr. Norman M. Dexter of Nashua, who donated his services to Belknap County, the seal includes several symbols important to the county and its history.

Depicted on the waters of Lake Winnepesaukee, the largest body of fresh water in the northeast (which touches the shores of just about every town and city in the county) is the old paddle wheeler, the Mount Washington. The Mount graced the Big Lake until 1939, when it was destroyed by fire. Yet, to this day it continues to serve as a symbol of the grace, dignity, and unique New England character for which the people and the area are known throughout the country. It could be said that the Mount stands for the commerce the lake has provided for our people, going back to the fishing days of the Indians; for the many recreation and leisure time activities the county has offered its many visitors from throughout the world; and for the great creativity with which the people of Belknap County have used these natural resources to their ultimate advantage and prosperity.

The rising sun – a symbol of hope and renewal as well as the blessings of a patient, graceful Providence – is shown bursting forth over Mount Belknap, which lies just east of the center in the county. The mountain is named for Dr. Jeremy Belknap, noted historian, clergyman, and naturalist, after whom the county was named in 1840. Dr. Belknap wrote the first history of New Hampshire, pastored the First Congregational Church at Dover (1766-1786), and founded the Massachusetts Historical Society in 1794.

Originally part of the Strafford County, the County of Belknap was formed by Legislative act in December 1840.

History of Belknap County, New Hampshire

Form of Government: The County of Belknap, New Hampshire, was established in 1840 under the laws of the State of New Hampshire.

The seat of Belknap County is based in Laconia and provides support to the citizens of ten towns and one city in the form of the following services: Administration, Department of Corrections, County Attorney, Finance, Human Services, Registry of Deeds, Restorative Justice, Maintenance, County Nursing Home and Sheriff's Department.

The County operates under the Commissioners (Executive Branch consisting of three elected Commissioners) and Convention (Legislative Branch consisting of 18 elected Representatives) form of Government and provides services as authorized by the State statute.

The three-member Board of Commissioners (as mandated by New Hampshire Statute RSA-28) are part time elected officials responsible for overall supervision, custody and care of all county departments, buildings, and land, and have budgetary oversight of all county expenditures. They are elected to staggered four and two-year terms by the voters of the districts each are assigned to. The Annual County Budget is prepared by the Commissioners and Department Heads and submitted to the County Convention for final approval.

2023 Belknap County Officers

Commissioners

Peter Spanos, Chairman
Glen Waring, Vice-Chairman
Stephen Hodges, Clerk

County Administrator

Debra A. Shackett

County Treasurer

Michael G. Muzzey

County Attorney

Andrew Livernois

Sheriff

William Wright

Register of Deeds

Judith McGrath

Department of Corrections Superintendent

Adam Cunningham

Restorative Justice Program Director

Mike MacFadzen

Nursing Home Administrator

Shelley Richardson

Finance Director

Lori Sharp

Facilities Director

Jon Bossey

Belknap County Directory

Board of Commissioners

Chairman: Peter Spanos, 34 County Drive, Laconia, NH 03246

Vice-Chairman: Glen Waring, 34 County Drive, Laconia, NH 03246

Clerk: Stephen Hodges, 34 County Drive, Laconia, NH 03246

(603) 527-5400

Fax: (603) 527-5409

County Treasurer

Michael G. Muzzey, 34 County Drive, Laconia, NH 03246

(603) 527-5400

Fax: (603) 527-5409

County Administrator

Debra A. Shackett, 34 County Drive, Laconia, NH 03246

(603) 527-5400

Fax: (603) 527-5409

County Attorney

Andrew Livernois, 64 Court Street, Laconia, NH 03246

(603) 527-5440

Fax: (603) 527-5449

Register of Deeds

Judith McGrath, 64 Court Street, Laconia, NH 03246

(603) 527-5420

Sheriff

William Wright, 42 County Drive, Laconia, NH 03246

(603) 527-5454

Fax: (603) 527-5469

Department of Corrections Superintendent

Adam Cunningham, 76 County Drive, Laconia, NH 03246

(603) 527-5480

Fax: (603) 527-5489

Restorative Justice Program Director

Mike MacFadzen, 32 County Drive, Laconia, NH 03246

(603) 527-5493

Fax: (603) 527-5409

Finance Director

Lori Sharp, 34 County Drive, Laconia, NH 03246

(603) 527-5400

Fax: (603) 527-5409

Facilities Director

Jon Bossey, 34 County Drive, Laconia, NH 03246

(603) 527-5490

Fax: (603) 527-5449

Nursing Home Administrator

Shelley Richardson, 30 County Drive, Laconia, NH 03246

(603) 527-5410

Fax: (603) 527-5419

Board of Commissioners – 2022 Annual Report

2022 brought many changes to the County. While the COVID-19 pandemic was still a concern, it was much more contained and its impact on our staff and residents was dramatically reduced from prior years. Operationally, the biggest challenge we faced was the shortage of employees; from the nursing home to the jail, all departments have struggled to retain our valuable staff. In an effort to remain competitive, significant wage increases were implemented. These increases were necessary and effective in helping to recruit and retain our employees.

Managing the American Recovery Program Act (ARPA) projects was an ongoing topic for the Board throughout the year. Nearly sixty project requests were considered by the Board. Changing cost estimates and priorities removed many from the list, while many were pushed forward for appropriation by the Delegation. At the time of this writing, nearly \$9.5 million has been appropriated with close to forty projects underway or complete.

Another change was in the membership of the Board. Hunter Taylor decided not to seek another term of office. His eight years of experience on the Board will be missed! We are pleased to have Stephen Hodges join us as the newest member of the Board.

It was refreshing to see the voters turn out to speak up about the importance of county operations as well as the Gunstock Resort during the November election. This brought about many changes in the State Representatives from Belknap County. It has been very productive to have the Governing Body and the Legislative Body working together to ensure the provision of services.

Last but certainly not least we would like to acknowledge the employees of the County and the Management Team. Their dedication and enthusiasm for public service makes our job much easier!

Sincerely,
Board of County Commissioners:

Peter Spanos, Chairman
Glen Waring, Vice-Chairman
Stephen Hodges, Clerk



Statement of Appropriations and Revenue as Voted
Belknap County

For the period beginning January 1, 2022 and ending December 31, 2022
Form Due Date: **September 1 (or 20 Days after a Supplemental Meeting)**

This form is to be used by the county to report the voted appropriations from any annual or special meeting. The Clerk of the County Convention and the Chairperson must sign the form and file, as required under RSA 24:24, with the Secretary of State. The completed form must be submitted to the Department of Revenue Administration by September 1 (per RSA 21-J:34) for the Annual Meeting or within 20 days after the vote taken at any supplemental meeting.

CERTIFICATION OF VOTE

This is to certify that the appropriations entered on this form are those voted by the county convention.

Name	Position	Signature
Harry D. Ben	Chairperson	
Juliet Harvey-Baker	Clerk of County Convention	Juliet Harvey-Baker

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



New Hampshire
Department of
Revenue Administration

2022
MS-42

Appropriations

Account	Purpose	Article	Appropriations As Voted
General Government			
4110	County Convention Costs	1	\$20,400
4120	Judicial		\$0
4122	Jury Costs		\$0
4123	County Attorney's Office	1	\$1,089,699
4124	Victim Witness Advocacy Program		\$0
4130	Executive	1	\$401,440
4150	Financial Administration	1	\$332,095
4151	Treasurer		\$0
4153	Other Legal Costs		\$0
4155	Personnel Administration		\$0
4191	Planning and Zoning (Unincorp. Places)		\$0
4192	Medical Examiner		\$0
4193	Register of Deeds	1	\$430,500
4194	Maintenance of Government Buildings	1	\$705,247
4196	Insurance Not Otherwise Allocated		\$0
4198	Contingency	1	\$200,000
4199	Other General Government	1	\$171,224
General Government Subtotal			\$3,350,605
Public Safety & Corrections			
4211	Sheriff's Department	1	\$2,581,240
4212	Custody of Prisoners		\$0
4214	Sheriff's Support Services		\$0
4219	Other Public Safety		\$0
4230	Corrections	1	\$4,877,718
4235	Adult Probation and Parole	1	\$161,978
Public Safety & Corrections Subtotal			\$7,620,936
County Farm			
4301	Administration		\$0
4302	Operating Expenditures		\$0
4309	Other County Farm		\$0
County Farm Subtotal			\$0
County Nursing Home			
4411	Administration	1	\$12,078,560
4412	Operating Expense		\$0
4439	Other Health		\$0
County Nursing Home Subtotal			\$12,078,560



Appropriations

Account	Purpose	Article	Appropriations As Voted
Human Services			
4441	Administration	1	\$7,573,916
4442	Direct Assistance		\$0
4443	Board and Care of Children		\$0
4447	Special Outside Services		\$0
4449	Other Human Services	1	\$56,000
Human Services Subtotal			\$7,629,916
Cooperative Extension Services			
4611	Administration	1	\$159,097
4619	Other Conservation	1	\$50,000
Cooperative Extension Services Subtotal			\$209,097
Economic Development			
4651	Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development		\$0
Economic Development Subtotal			\$0
Debt Service			
4711	Principal - Long-Term Bonds/Notes	1	\$199,835
4721	Interest - Long-Term Bonds/Notes	1	\$289,439
4723	Interest on Revenue Anticipation Notes		\$0
4750	Fiscal Agents' Fees		\$0
4760	Bond Issuance Costs		\$0
4790	Other Debt Service Charges		\$0
Debt Service Subtotal			\$489,274
Intergovernmental Transfers			
4800	Intergovernmental Transfers	1	\$5,277,782
Intergovernmental Transfers Subtotal			\$5,277,782
Capital Outlay			
4901	Land and Improvements		\$0
4902	Machinery, Vehicles, and Equipment		\$0
4903	Buildings		\$0
4904	Improvements other than Buildings		\$0
Capital Outlay Subtotal			\$0
Depreciation Expense			
4905	Depreciation		\$0
4906	Amortization		\$0
Depreciation Expense Subtotal			\$0



Appropriations

Account	Purpose	Article	Appropriations	As Voted
Interfund Operating Transfers				
4911	Transfers to General Fund			\$0
4912	Transfers to Special Revenue Fund			\$0
4913	Transfers to Capital Projects Fund			\$0
4914	Transfers to Proprietary Fund			\$0
4915	Transfers to Capital Reserve Fund			\$0
4916	Transfers to Trust and Fiduciary Funds			\$0
Interfund Operating Transfers Subtotal				\$0
Total Voted Appropriations				\$36,656,170



Estimated Revenues

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
Assessments/Taxes			
3110	Property Taxes (Unincorp. Places)		\$0
3111	Municipal Assessment		\$0
3120	Land Use Change Taxes (Unincorp. Places)		\$0
3180	Resident Taxes (Unincorp. Places)		\$0
3185	Yield Taxes (Unincorp. Places)		\$0
3186	Payments in Lieu of Taxes (Unincorp. Places)		\$0
3187	Payments in Lieu of Taxes		\$0
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes (Uninco		\$0
3191	Penalties on Delinquent Municipal Assessments		\$0
3200	Licenses, Permits, and Fees		\$0
Assessments/Taxes Subtotal			\$0
Licenses, Permits, and Fees			
3220	Motor Vehicle Fees (Unincorp. Places)		\$0
3230	Building Permits (Unincorp. Places)		\$0
3290	Other Licenses, Permits, and Fees		\$0
Licenses, Permits, and Fees Subtotal			\$0
From the Federal Government			
3319	Federal Grants and Reimbursements		\$5,277,782
From the Federal Government Subtotal			\$5,277,782
From the State of New Hampshire			
3351	Shared Revenue - Block Grant (Unincorp. Places)		\$0
3352	Incentive Funds		\$0
3354	Water Pollution Grants		\$0
3355	Housing and Community Development		\$0
3356	State/Federal Forest Land Reimbursements (Unincorp		\$0
3359	Other State Grants and Reimbursements	1	\$480,250
From the State of New Hampshire Subtotal			\$480,250
Revenue from Other Governments			
3379	Intergovernmental Revenues		\$0
Revenue from Other Governments Subtotal			\$0



Estimated Revenues

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
Charges for Services			
3401	Sheriff's Department	1	\$432,750
3402	Register of Deeds	1	\$1,398,425
3403	County Corrections	1	\$45,500
3404	County Nursing Homes	1	\$10,663,000
3405	County Farm		\$0
3406	Cooperative Extension Service		\$0
3407	Maintenance Department		\$0
3409	Other Charges		\$0
Charges for Services Subtotal			\$12,539,675
Miscellaneous Sources			
3501	Sale of County Property		\$0
3502	Interest on Investments	1	\$7,000
3503	Rents of Property	1	\$285,216
3504	Fines and Forfeits		\$0
3505	Escheats		\$0
3506	Insurance Dividends and Reimbursements	1	\$120,000
3508	Contributions and Donations		\$0
3509	Other Miscellaneous Sources	1	\$360,000
Miscellaneous Sources Subtotal			\$772,216
Other Financial Sources			
3911	Transfers from General Fund		\$0
3912	Transfers from Special Revenue Fund		\$0
3913	Transfers from Capital Projects Fund	1	\$0
3914	Transfers from Proprietary Funds		\$0
3915	Transfers from Capital Reserve Fund		\$0
3916	Transfers from Trust and Fiduciary Funds		\$0
3934	Proceeds from Long-Term Bonds/Notes		\$0
Other Financial Sources Subtotal			\$0
Total Estimated Revenues			\$19,069,923

Budget Summary

Item	Ensuing Year
Total Voted Appropriations	\$36,656,170
(Less) Total Estimated Revenues	\$19,069,923
Unassigned Fund Balance (Unreserved)	\$0
(Less) Voted from Fund Balance	\$0
(Less) Fund Balance to Reduce Taxes	\$2,000,000
Amount Certified to be Raised by Taxes	\$15,586,247



INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
County of Belknap, New Hampshire

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the discretely presented component unit, each major fund, the aggregate remaining fund information of the County of Belknap, New Hampshire (the County), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the County of Belknap, New Hampshire's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of the other auditors, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the County of Belknap, New Hampshire, as of December 31, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the Gunstock Area Commission (a component unit which is as of and for the fiscal year ended April 29, 2021), which represents the entirety of the assets, net assets, and revenues of the discretely presented component unit. Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Gunstock Area Commission, is based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the County of Belknap, New Hampshire, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Merrimack, New Hampshire
Andover, Massachusetts
Greenfield, Massachusetts
Ellsworth, Maine

800.282.2440 | melansoncpas.com



Responsibilities of Management for the Financial Statements

The County's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the County's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.



- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the County's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison for the All Budgeted Funds, and certain pension and OPEB schedules, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2022 on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.

Merrimack, New Hampshire
August 15, 2022

COUNTY OF BELKNAP, NEW HAMPSHIRE

Statement of Net Position
December 31, 2021

	<u>Primary Government</u> Governmental Activities	Gunstock Area Commission (Component Unit - April 29, 2021)
Assets		
Current:		
Cash and short-term investments	\$ 10,955,918	\$ 5,494,251
Restricted cash	63,543	-
Investments	-	244,009
Accounts receivable, net	1,559,070	10,668
Due from external parties	12,148	-
Inventory, net	1,402	411,485
Prepaid expenses	-	141,940
Total Current Assets	<u>12,592,081</u>	<u>6,302,353</u>
Noncurrent:		
Capital assets:		
Nondepreciable capital assets	662,208	2,197,595
Capital assets, net of accumulated depreciation	<u>12,998,811</u>	<u>10,075,389</u>
Total Noncurrent Assets	<u>13,661,019</u>	<u>12,272,984</u>
Total Assets	<u>26,253,100</u>	<u>18,575,337</u>
Deferred Outflows of Resources		
Related to pension	2,343,460	-
Related to OPEB	<u>871,117</u>	<u>-</u>
Total Deferred Outflows of Resources	<u>3,214,577</u>	<u>-</u>
Liabilities		
Current:		
Accounts payable	1,600,220	244,042
Accrued expenses	440,112	473,960
Unearned revenues - ARPA	4,864,813	-
Due to other governments	-	247,404
Due to external parties	1,661,058	-
Advance from grantors	-	59,778
Other liabilities	6,533	-
Restricted cash liability	3,590	-
Unearned revenue	-	2,413,802
Current portion of noncurrent liabilities:		
Bonds payable	209,924	472,142
Capital lease payable	-	254,579
Compensated absences	<u>445,528</u>	<u>-</u>
Total Current Liabilities	<u>9,231,778</u>	<u>4,165,707</u>
Noncurrent:		
Bonds payable, net of current portion	7,068,404	1,941,430
Capital lease payable, net of current portion	-	362,438
Compensated absences, net of current portion	109,638	-
Net pension liability	11,626,513	-
Net OPEB liability	<u>5,393,089</u>	<u>-</u>
Total Noncurrent Liabilities	<u>24,197,644</u>	<u>2,303,868</u>
Total Liabilities	<u>33,429,422</u>	<u>6,469,575</u>
Deferred Inflows of Resources		
Related to pension	4,058,055	-
Related to OPEB	<u>325,221</u>	<u>-</u>
Total Deferred Inflows of Resources	<u>4,383,276</u>	<u>-</u>
Net Position		
Net investment in capital assets	6,385,355	9,242,395
Restricted		
Registry of deeds	59,953	-
Other purposes	39,928	-
Unrestricted	<u>(14,830,257)</u>	<u>2,863,367</u>
Total Net Position	<u>\$ (8,345,021)</u>	<u>\$ 12,105,762</u>

The accompanying notes are an integral part of these financial statements.

COUNTY OF BELKNAP, NEW HAMPSHIRE

Statement of Activities
For the Year Ended December 31, 2021

		Program Revenues		Net (Expenses)	Gunstock Area
		Charges for	Operating	Revenues and	Commission
	Expenses	Services	Grants and	Change in	(Component Unit-
			Contributions	Net Position	for the year ended
					April 29, 2021)
Governmental Activities					
General government	\$ 3,955,646	\$ 1,410,939	\$ 561,655	\$ (1,983,052)	
Public safety	2,142,617	356,711	67,567	(1,718,339)	
Corrections	4,375,497	53,475	198,809	(4,123,213)	
Human services	7,367,150	-	459,234	(6,907,916)	
Cooperative extension	214,611	-	-	(214,611)	
Nursing home	10,639,916	10,417,838	386,127	164,049	
Interest	305,905	-	-	(305,905)	
Total Governmental Activities	\$ <u>29,001,342</u>	\$ <u>12,238,963</u>	\$ <u>1,673,392</u>	(15,088,987)	
Component Unit					
Gunstock Area Commission	\$ <u>11,698,142</u>	\$ <u>14,052,263</u>	\$ -		\$ <u>2,354,121</u>
Total Component Unit	\$ <u>11,698,142</u>	\$ <u>14,052,263</u>	\$ -		2,354,121
General Revenues and Transfers					
County taxes				13,145,309	-
Investment income				6,320	4,268
Miscellaneous				681,167	153,328
Transfers, net				<u>247,404</u>	<u>(247,404)</u>
Total General Revenues and Transfers				<u>14,080,200</u>	<u>(89,808)</u>
Change in Net Position				(1,008,787)	2,264,313
Net Position					
Beginning of year				<u>(7,336,234)</u>	<u>9,841,449</u>
End of year				\$ <u>(8,345,021)</u>	\$ <u>12,105,762</u>

The accompanying notes are an integral part of these financial statements.

COUNTY OF BELKNAP, NEW HAMPSHIRE

Governmental Funds
Balance Sheet
December 31, 2021

	General <u>Fund</u>	ARPA <u>Fund</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
Assets				
Cash and short-term investments	\$ 5,629,678	\$ 5,304,651	\$ 21,589	\$ 10,955,918
Restricted cash	63,543	-	-	63,543
Accounts receivable, net	1,559,070	-	-	1,559,070
Due from other funds	445,001	-	24,005	469,006
Due from custodial funds	12,148	-	-	12,148
Inventory	<u>1,402</u>	<u>-</u>	<u>-</u>	<u>1,402</u>
Total Assets	\$ <u>7,710,842</u>	\$ <u>5,304,651</u>	\$ <u>45,594</u>	\$ <u>13,061,087</u>
Liabilities				
Accounts payable	\$ 1,599,717	\$ -	\$ 503	\$ 1,600,220
Accrued expenses	332,512	-	-	332,512
Unearned revenues	-	4,864,813	-	4,864,813
Other liabilities	6,533	-	-	6,533
Restricted cash liability	3,590	-	-	3,590
Due to other funds	24,005	439,838	5,163	469,006
Due to custodial funds	<u>1,661,058</u>	<u>-</u>	<u>-</u>	<u>1,661,058</u>
Total Liabilities	3,627,415	5,304,651	5,666	8,937,732
Fund Balances				
Nonspendable:				
Inventory	<u>1,402</u>	<u>-</u>	<u>-</u>	<u>1,402</u>
Total Nonspendable	1,402	-	-	1,402
Restricted:				
Deeds surcharge account	59,953	-	-	59,953
Capital projects fund	-	-	2,664	2,664
Unexpended grant funds	<u>-</u>	<u>-</u>	<u>37,264</u>	<u>37,264</u>
Total Restricted	59,953	-	39,928	99,881
Assigned:				
Subsequent year budget	2,000,000	-	-	2,000,000
Encumbrances	<u>278,861</u>	<u>-</u>	<u>-</u>	<u>278,861</u>
Total Assigned	2,278,861	-	-	2,278,861
Unassigned	<u>1,743,211</u>	<u>-</u>	<u>-</u>	<u>1,743,211</u>
Total Fund Balances	<u>4,083,427</u>	<u>-</u>	<u>39,928</u>	<u>4,123,355</u>
Total Liabilities and Fund Balances	\$ <u>7,710,842</u>	\$ <u>5,304,651</u>	\$ <u>45,594</u>	\$ <u>13,061,087</u>

The accompanying notes are an integral part of these financial statements.

2022 Annual Report of the Belknap County Attorney

To the Citizens of Belknap County:

As the County Attorney for Belknap County, I am proud to report on the activities of my office during the past year.

As Belknap County Attorney, I am the chief law enforcement officer for the county. In that capacity, I oversee prosecutions of felony crimes (other than murder cases and certain drug cases handled by the Attorney General's Office) that occur in Belknap County. I also have supervisory responsibility over the local police prosecutors who prosecute misdemeanors in district court.

Our office staff is comprised of the County Attorney, a Deputy County Attorney, four Assistant County Attorneys, two victim-witness advocates; one part-time investigator, an office administrator; and two legal secretaries.

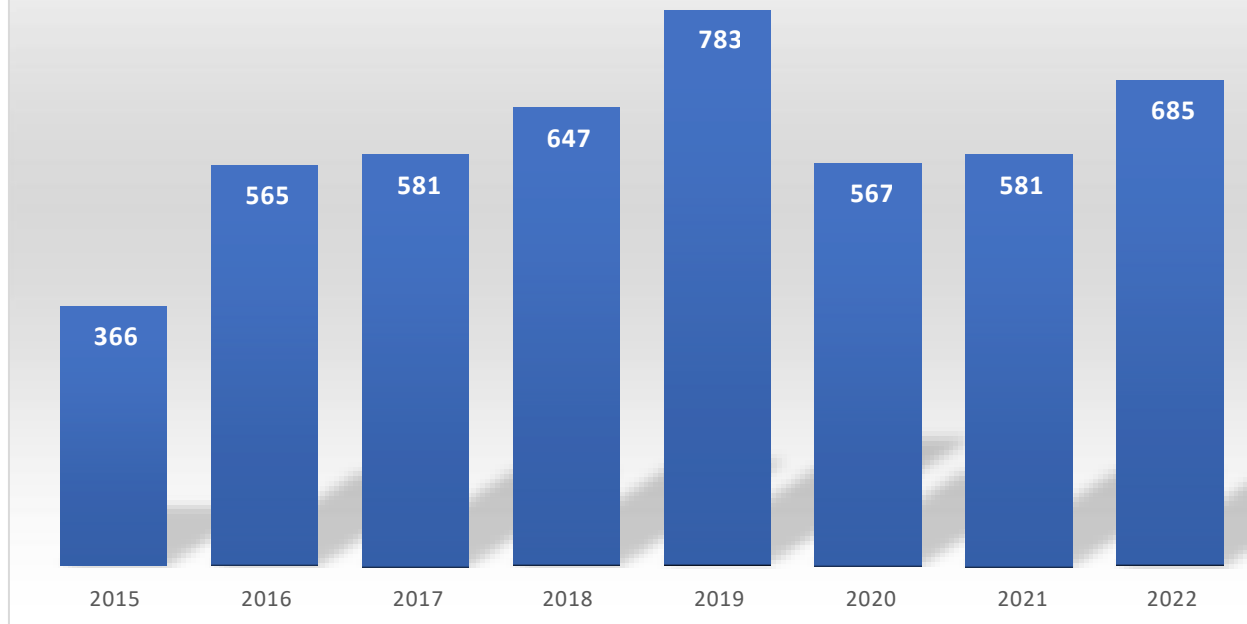
Our primary goal is to seek to ensure public safety, by holding those people who commit crimes accountable, and to seek justice for the victims of crime. In my role as County Attorney, I work closely with all 11 local police agencies in the County, as well as the State Police, County Sheriff's Office, the Attorney General's Drug Task Force, Fish & Game, State Police, Health and Human Services, Fire Marshalls, Liquor Enforcement, Land and Forests and Marine Patrol.

This past year was an extremely busy and challenging year for law enforcement. As the chart below demonstrates, the number of felony arrests taking place has returned to pre-COVID levels. At the same time, we have continued to work through the backlog of court cases that had built up during the pandemic.

The addition of the sixth prosecutor to our office has been a very welcome development and has helped ease the caseloads on our prosecutors, and I appreciate the support of the Delegation in funding that position.

In 2022, our attorneys amassed an impressive record at trial. Our office tried twelve cases to verdict, and of those cases, nine resulted in guilty verdicts, two were not-guilty verdicts, and one resulted in a hung jury.

Criminal Cases Filed in Belknap Superior Court (Through Dec. 30, 2022)



I am very proud of my staff and the work that we do on behalf of the people of Belknap County. We take our jobs in the Belknap County Attorney's Office very seriously and every member of the department is devoted to performing our mission with the highest level of professionalism.

In my tenure as County Attorney, I have stressed the following key values to my staff, and have made sure that we display these principles in all that we undertake:

- Fairness – to see that the laws are executed fairly and impartially, without fear or favor toward any person, regardless of their social status, political affiliation, race, gender, etc.;
- Integrity – to ensure that our office is above reproach, and that nothing we do creates even an appearance of impropriety;
- Respect – respect for all members of the public who we interact with, including crime victims, defense lawyers, police officers, etc.
- Excellence – to have a complete understanding of the laws and the facts, and to be prepared whenever we enter the courtroom.

Crime does not stop when the work-day ends. And for that reason, as County Attorney, I am available 24 hours a day, 7 days a week, as a resource to provide legal advice and guidance

to those police officers, to answer legal questions, and to respond to serious incidents, such as shootings, drug overdoses, and other unattended deaths. My staff and I coordinate closely with those police agencies in the prosecutions of crimes.

As County Attorney, I make every effort to be responsive and available to my constituents, and thus I welcome hearing from any members of the public who have concerns either about my office or about the enforcement of the criminal laws generally. I look forward to continuing to serve the people of this county into the future.

Respectfully yours,

Andrew B. Livernois
Belknap County Attorney



BELKNAP COUNTY DEPARTMENT OF CORRECTIONS

2022 Annual County Report
Superintendent Adam Cunningham
Deputy Superintendent Jamie Laramie



To the Board of Commissioners, County Delegation, and residents of Belknap County:

This annual report provides an opportunity to deliver information about the Belknap County Department of Corrections (DOC) and insight into the demographics of detained individuals who entered our facility in 2022. The county jail is responsible for providing for the care, custody, and control of sentenced prisoners and pretrial defendants.

Facility Information

There has been a county jail in the current county complex since the 1860s. The oldest existing portion of the jail was constructed in 1890, which has been repurposed as an indoor recreation area. The jail underwent additions in the 1970s, 1980s, and most recently in 2017 with the addition of the Community Corrections Center (CCC). The facility houses minimum, medium, and maximum security offenders.



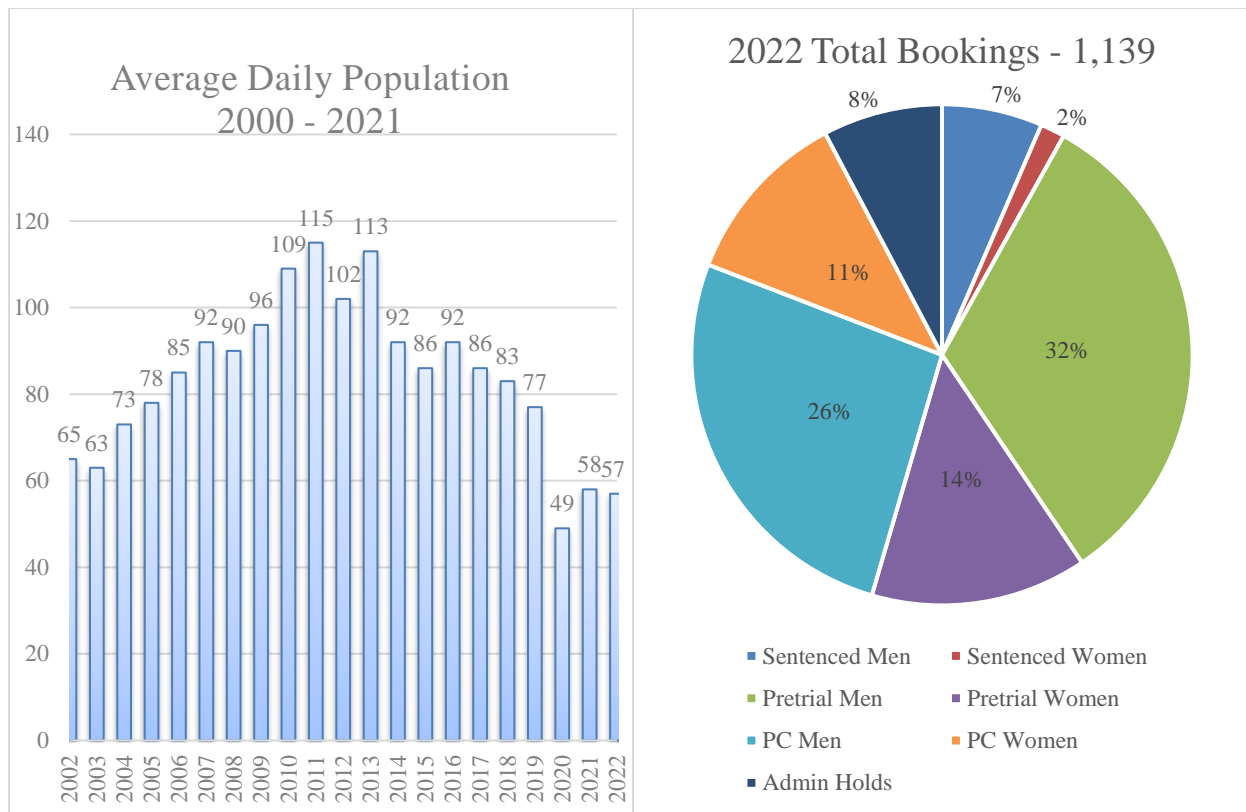
Inmate Information

Detainees largely consist of two groups: pretrial defendants and sentenced inmates. Pretrial defendants have been ordered by the court to be held in secure custody pending the resolution of their court case. Sentenced inmates have been convicted of either a felony or misdemeanor offense. Inmates may be sentenced to serve up to 12 months in a county correctional facility. Once incarcerated, inmates are classified based upon

various criteria, such as seriousness of offense, medical need, mental health assessment, educational background, and prior criminal history. Most sentenced inmates are classified as minimum security. Generally, pretrial defendants are classified as either medium or maximum security. Minimum security inmates are required to perform work assignments such as mowing lawns, snow removal, maintenance assistance, cleaning, and community service assignments. Medium and maximum security inmates are not allowed outside of the secure perimeter of the facility without escort by a law enforcement official.

Incarceration Statistics

The average daily population (ADP) of the jail in 2022 was 57 inmates (Figure 1). The low census is still largely attributed to the COVID-19 pandemic. Belknap County has a robust Pretrial Services program which provides an alternative to detention for many pretrial defendants while their cases are adjudicated. The total number of bookings in 2022 was 1,139, 13 more than 2021. There were 92 sentenced inmates committed to the DOC in 2022, 74 males and 18 females. 529 pretrial defendants were received by the DOC, 370 males and 159 females. 430 bookings were for Protective Custody (PC), 300 males and 130 females. Overnight holds and administrative transfers accounted for an additional 88 bookings (Figure 2).



(Figure 1)

(Figure 2)

Community Corrections

The Community Corrections Division is responsible for screening and monitoring inmates who qualify for alternative sentencing programs. Belknap County currently offers Work Release and Home Confinement programs.

The Work Release program is designed to assist minimum security offenders obtain employment in the community while serving their sentence. The participants are employed by local businesses and return every evening to the CCC. Participants may be recommended by the sentencing court. Community Corrections staff determine if a participant is appropriate for Work Release. Participants receive assistance with job searches, resume writing, transportation, and money management while in the program. Eight local employers participated in the Work Release program during 2022.

The Home Confinement program is also referred to as the Electronic Monitoring Bracelet (EMB) Program. The EMB Program is designed to monitor participants living in the community with the assistance of a GPS device. These participants may also be recommended by the sentencing court and screened by Community Corrections staff. Participants are given strict regulations to follow while in the program.

Both Work Release and Home Confinement programs are intended to minimize the negative effects of incarceration and transition offenders to the community, while upholding the requirements and sanctions determined by the criminal justice system. In 2022, 26 individuals participated in these programs, and generated \$24,019 in revenue for the Belknap County General Fund. Additionally, the EMB Program saves the county taxpayers through the reduction of food, shelter, and healthcare costs.

Our Community Corrections Officers work with drug and alcohol treatment providers throughout New Hampshire (NH). In 2022, we arranged for 59 inmates to enter long-term residential treatment programs.

Many of these individuals are pretrial defendants, who have court-ordered bail conditions requiring treatment as a condition for their release from custody.

Programs

The DOC offers numerous programs to inmates. Programs provide spiritual guidance, educational opportunities, lifestyle changes, self-improvement, and recreational opportunities.

The DOC fosters community relationships to help detainees connect with resources to address those factors with increase or lead to incarceration. The department also utilizes community volunteers who donate their time and provide services to the inmate population such as Alcoholics Anonymous, Narcotics Anonymous, religious services, writing classes, job skills, and art classes. These community members support our programming goals by giving their time and expertise to individuals in need of assistance. Many of our inmates have strained relationships and benefit from the connection to the community. Programming exposes inmates to new ideas and improves their life skills.

The DOC is committed to making every attempt to return offenders to their communities with the skills and education to be productive citizens. Our programs have contributed to lowering recidivism.

Corrections Opportunity for Recovery and Education

The CCC houses sentenced inmates who have been court ordered to participate in the Corrections Opportunity for Recovery and Education (CORE) Program. Referred participants are identified as “high-risk” to reoffend due to a substance dependency. The CORE program is an intensive evidence-based treatment program consisting of counseling and education, which starts while the participant is in custody. Participants receive services tailored to their individual needs. As CORE participants progress, they are eligible for the Work Release or Home Confinement program, and 12 months of aftercare services, including supervision by the New Hampshire Probation and Parole Department. The goal of the program is to return participants to the community with a lasting plan for recovery. In 2022, 17 inmates participated in the CORE program.

Pretrial Services Program

The Pretrial Services program is an alternative to confinement for certain pretrial defendants. Pretrial Services utilizes evidence-based assessments to help the courts make informed bail decisions. If deemed appropriate, defendants are diverted from custody to the supervision of the Pretrial Services program. Pretrial Services officers provide oversight and accountability for defendants pending court, increasing the likeliness of court appearance. Beyond monitoring, defendants are routinely linked with services such as drug treatment and counseling to promote effective outcomes. Pretrial Services is a cost-effective alternative to confinement, which allows defendants to retain employment while promoting public safety. In 2022, Pretrial Services monitored 654 defendants, with an average daily caseload of 49.

This occupation often goes unnoticed and unappreciated. I want to acknowledge and thank those men and women who dedicate themselves to providing for the safety and security of those in our care.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Adam Cunningham', with a stylized, flowing script.

Adam Cunningham
Superintendent



BELKNAP COUNTY SHERIFF'S DEPARTMENT

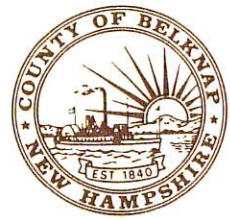
William Wright, Sheriff

42 County Drive

Laconia New Hampshire 03246

(603) 527-5454 Fax (603) 527-5469

www.belknapcounty.org



April 4, 2023

Belknap County Commissioners
32 County Drive
Laconia, NH 03246

Honorable Commissioners,

The following information is to remain in compliance with NH RSA 30.

The Sheriff's Office is established by the NH Constitution Part 2 Article 71. The Roles and Responsibilities are defined in NH RSA 104. The Sheriff is an elected official and works directly for the people of Belknap County.

During the calendar year 2022, the Sheriff's Office continued to experience various challenges to include relearning the common functions of the office, during the re-opening of the courts, release from the Covid restrictions. The sworn and non-sworn staff experienced increased work volumes which for over two years prior were stalled. Reintroduction to face to face contacts and lingering fears associated with the pandemic aftermath, created its own unique processes. In spite of National and Regional trends of worker shortages, we maintained adequate and safe staffing levels in every division of the Office.

Our staff met or exceeded all training requirements and continued to support local and state law enforcement as needed. We applied for applied for and were awarded grants totaling close to one million dollars, to include; Homeland Security Grants for Network Separation, Mobile Command Post Refurbishing, Congressional Direct Spending for RMS/CAD Regional Consolidation. We began the rebuilding of the entire County Communications System with funding provided by ARPA.

The various divisions of the Sheriff's Office conducted/generated the below activities:

Dispatch	39235 Calls for Service	97291 Log Entries	
Deputies	5540 Calls for Service	2235 Civil Process Served	226 Incidents
	394 Arrests	164 Citations	6 Accident
	805 Transports	7 Extraditions	
Admin	426 Warrants Received	1590 Civil Process Received	

The Sheriff's Office budget was appropriated at \$2,581,240. At the conclusion of 2022, total expense for the Sheriff's Office is \$2,351,384. An operational savings of \$234,882 was reported.

Revenue associated with the Sheriff's Office includes:

Civil Process Service	\$87,354.73
Grant Reimbursement	\$810
Court Security Reimbursement	\$220,107
Outside Details	\$51,130
Dispatch Services (Northfield)	\$40,000
Total:	\$399,340

Detailed Financial, Personnel and Office Activity reports are available upon request.

Sincerely Yours,



William Wright
Sheriff

Report Filters

Each Additional Person Served Counted as a Service
Each Additional Service Counted as a Service

Service By Number/Billed

Total Number Of Services Rendered: 2250

Total Amount Billed For Services: 87354.73

<u>Type Of Service</u>	<u># Of Process</u>	<u>%</u>	<u>Amount Billed</u>	<u>%</u>
RSA 540	53	2.4	0.00	< 1
ATTACHMENT	6	< 1	391.40	< 1
COMPLETION	6	< 1	191.10	< 1
DEMAND	3	< 1	118.10	< 1
DEMAND FOR RENT	84	3.7	2376.40	2.7
PETITION FOR DIVORCE	20	< 1	877.90	1.0
DOMESTIC VIOLENCE PETITION	1	< 1	0.00	< 1
EVICTIION NOTICE	193	8.6	5736.80	6.6
LANDLORD & TENANT WRIT	493	21.9	16216.60	18.6
LANDLORD TENANT W/AFFIDAVIT	79	3.5	2666.50	3.1
Miscellaneous	2	< 1	84.20	< 1
MOTION	88	3.9	5861.80	6.7
NOTICE	10	< 1	334.80	< 1
ORDER OF NOTICE	345	15.3	21296.10	24.4
ORDER	11	< 1	393.40	< 1
PETITION	215	9.6	8736.53	10.0
SALE POSTING	6	< 1	195.50	< 1
SUMMONS & COMPLAINT	305	13.6	12783.00	14.6
SMALL CLAIM	4	< 1	131.50	< 1
SUBPOENA	62	2.8	2680.40	3.1
SUMMONS	20	< 1	1047.50	1.2
TRUSTEE ATTACHMENT	6	< 1	178.10	< 1
WRIT OF EXECUTION	7	< 1	231.00	< 1
WRIT OF POSSESSION	228	10.1	4743.80	5.4
WRIT OF REPLEVIN	3	< 1	82.30	< 1

Service By Method

Total Number Of Service Methods: 2235

<u>Service Method</u>	<u># Of Methods</u>	<u>%</u>
ABODE	1166	52.2
ALTERNATIVE	11	< 1
Closed	1	< 1
IN HAND	791	35.4
UNABLE TO SERVE	227	10.2
Returned per Atty	23	1.0
RETURNED-NO ATTEMPT	15	< 1
RETURN TO PLAINTIFF	1	< 1

Types Of Service By Jurisdiction

Total Number Of Services By Jurisdiction: 2250

Total Amount Billed For Services: 87354.73

<u>Type Of Service</u>	<u># Of Process</u>	<u>%</u>	<u>Amount Billed</u>	<u>%</u>
RSA 540				
Alton	6	< 1	0.00	< 1
Belmont	14	< 1	0.00	< 1
Barnstead	2	< 1	0.00	< 1

Gilmanton	1	< 1	0.00	< 1
Gilford	1	< 1	0.00	< 1
Laconia	22	< 1	0.00	< 1
Meredith	1	< 1	0.00	< 1
Tilton	6	< 1	0.00	< 1
ATTACHMENT				
Laconia	6	< 1	391.40	< 1
COMPLETION				
Barnstead	2	< 1	59.00	< 1
Center Harbor	1	< 1	48.40	< 1
Laconia	3	< 1	83.70	< 1
DEMAND				
Alton	1	< 1	54.20	< 1
Laconia	2	< 1	63.90	< 1
DEMAND FOR RENT				
Alton	6	< 1	138.40	< 1
Belmont	5	< 1	159.70	< 1
Gilford	5	< 1	169.40	< 1
Laconia	29	1.3	919.70	1.1
Meredith	21	< 1	445.20	< 1
New Hampton	5	< 1	206.20	< 1
Tilton	13	< 1	337.80	< 1
PETITION FOR DIVORCE				
Alton	2	< 1	108.20	< 1
Belmont	1	< 1	39.70	< 1
Barnstead	1	< 1	60.00	< 1
Center Harbor	1	< 1	65.80	< 1
Gilford	1	< 1	39.70	< 1
Laconia	7	< 1	273.10	< 1
Meredith	1	< 1	42.60	< 1
New Hampton	1	< 1	48.40	< 1
Sanbornton	2	< 1	114.20	< 1
Tilton	3	< 1	86.20	< 1
DOMESTIC VIOLENCE PETITION				
Laconia	1	< 1	0.00	< 1
EVICITION NOTICE				
Alton	17	< 1	421.00	< 1
Belmont	18	< 1	588.50	< 1
Barnstead	1	< 1	60.00	< 1
Gilford	5	< 1	151.00	< 1
Laconia	74	3.3	2273.70	2.6
Meredith	39	1.7	1024.00	1.2
New Hampton	7	< 1	248.80	< 1
Sanbornton	6	< 1	216.80	< 1
Tilton	26	1.2	753.00	< 1
LANDLORD & TENANT WRIT				
Alton	14	< 1	614.60	< 1
Belmont	58	2.6	1985.40	2.3
Barnstead	9	< 1	360.00	< 1
Center Harbor	2	< 1	96.80	< 1
Gilmanton	3	< 1	121.00	< 1
Gilford	24	1.1	831.70	< 1
Laconia	281	12.5	8953.70	10.2
Meredith	53	2.4	1572.00	1.8
New Hampton	1	< 1	48.40	< 1
Sanbornton	8	< 1	295.20	< 1
Tilton	40	1.8	1337.80	1.5
LANDLORD TENANT W/AFFIDAVIT				
Alton	6	< 1	222.60	< 1
Belmont	6	< 1	139.40	< 1
Barnstead	2	< 1	90.00	< 1
Gilmanton	1	< 1	42.60	< 1
Gilford	5	< 1	188.80	< 1
Laconia	40	1.8	1250.30	1.4
Meredith	4	< 1	157.80	< 1

New Hampton	1	< 1	48.40	< 1
Sanbornton	1	< 1	48.40	< 1
Tilton	13	< 1	478.20	< 1
Miscellaneous				
Alton	2	< 1	84.20	< 1
MOTION				
Alton	5	< 1	400.70	< 1
Belmont	10	< 1	743.40	< 1
Barnstead	6	< 1	600.70	< 1
Gilmanton	7	< 1	474.40	< 1
Gilford	4	< 1	299.10	< 1
Laconia	38	1.7	2101.50	2.4
Meredith	4	< 1	275.60	< 1
New Hampton	5	< 1	354.60	< 1
Sanbornton	5	< 1	338.80	< 1
Tilton	4	< 1	273.00	< 1
NOTICE				
Alton	1	< 1	0.00	< 1
Belmont	4	< 1	147.50	< 1
Barnstead	1	< 1	42.00	< 1
Laconia	2	< 1	66.90	< 1
Sanbornton	2	< 1	78.40	< 1
ORDER OF NOTICE				
Alton	15	< 1	1099.70	1.3
Belmont	45	2.0	2608.10	3.0
Barnstead	31	1.4	2953.20	3.4
Center Harbor	6	< 1	397.60	< 1
Gilmanton	18	< 1	1121.50	1.3
Gilford	35	1.6	2035.70	2.3
Laconia	102	4.5	5364.40	6.1
Meredith	32	1.4	1967.70	2.3
New Hampton	12	< 1	683.80	< 1
Sanbornton	14	< 1	952.30	1.1
Tilton	35	1.6	2112.10	2.4
ORDER				
Belmont	2	< 1	69.70	< 1
Barnstead	2	< 1	102.00	< 1
Laconia	3	< 1	0.00	< 1
Meredith	1	< 1	63.90	< 1
Tilton	3	< 1	157.80	< 1
PETITION				
Alton	11	< 1	552.40	< 1
Belmont	25	1.1	1065.60	1.2
Barnstead	10	< 1	533.60	< 1
Center Harbor	1	< 1	48.40	< 1
Gilmanton	12	< 1	718.90	< 1
Gilford	19	< 1	861.10	< 1
Laconia	90	4.0	3038.70	3.5
Meredith	11	< 1	492.20	< 1
New Hampton	7	< 1	302.20	< 1
Sanbornton	7	< 1	319.80	< 1
Tilton	22	< 1	803.63	< 1
SALE POSTING				
Laconia	6	< 1	195.50	< 1
SUMMONS & COMPLAINT				
Alton	27	1.2	1576.90	1.8
Belmont	35	1.6	1441.70	1.7
Barnstead	39	1.7	2066.40	2.4
Center Harbor	5	< 1	204.00	< 1
Gilmanton	13	< 1	612.80	< 1
Gilford	25	1.1	894.50	1.0
Laconia	91	4.0	3041.30	3.5
Meredith	30	1.3	1208.40	1.4
New Hampton	7	< 1	302.00	< 1
Sanbornton	8	< 1	332.00	< 1

Belknap County	2	< 1	109.40	< 1
Tilton	23	1.0	993.60	1.1
SMALL CLAIM				
Belmont	1	< 1	21.70	< 1
Laconia	1	< 1	24.60	< 1
Meredith	2	< 1	85.20	< 1
SUBPOENA				
Alton	1	< 1	36.20	< 1
Belmont	3	< 1	238.10	< 1
Barnstead	3	< 1	26.00	< 1
Center Harbor	2	< 1	155.80	< 1
Gilmanton	6	< 1	247.10	< 1
Gilford	3	< 1	179.10	< 1
Laconia	30	1.3	817.80	< 1
Meredith	11	< 1	745.10	< 1
New Hampton	1	< 1	78.40	< 1
Tilton	2	< 1	156.80	< 1
SUMMONS				
Belmont	1	< 1	21.70	< 1
Barnstead	2	< 1	131.00	< 1
Gilmanton	3	< 1	237.10	< 1
Laconia	4	< 1	134.60	< 1
Meredith	4	< 1	196.90	< 1
Sanbornton	2	< 1	109.40	< 1
Tilton	4	< 1	216.80	< 1
TRUSTEE ATTACHMENT				
Laconia	4	< 1	105.50	< 1
Meredith	2	< 1	72.60	< 1
WRIT OF EXECUTION				
Gilford	2	< 1	79.40	< 1
Laconia	4	< 1	151.60	< 1
Tilton	1	< 1	0.00	< 1
WRIT OF POSSESSION				
Alton	16	< 1	517.80	< 1
Belmont	25	1.1	357.30	< 1
Barnstead	4	< 1	120.00	< 1
Center Harbor	1	< 1	48.40	< 1
Gilmanton	2	< 1	85.20	< 1
Gilford	18	< 1	436.70	< 1
Laconia	126	5.6	2455.20	2.8
Meredith	20	< 1	413.40	< 1
New Hampton	2	< 1	48.40	< 1
Sanbornton	3	< 1	48.40	< 1
Tilton	11	< 1	213.00	< 1
WRIT OF REPLEVIN				
Barnstead	1	< 1	0.00	< 1
Gilford	1	< 1	39.70	< 1
Tilton	1	< 1	42.60	< 1

Revenue By Month

Month	Service Fees	Mileage Fees	Misc. Fees	Total
Jan	4566.00	1313.00	559.00	6438.00
Feb	3756.00	971.90	925.00	5652.90
Mar	6036.00	1404.60	1562.00	9002.60
Apr	4290.00	1429.70	921.30	6641.00
May	4362.00	1421.10	650.00	6433.10
Jun	5556.00	1786.10	1592.00	8934.10
Jul	3726.00	1195.90	835.60	5757.50
Aug	5712.00	2294.20	2201.00	10207.20
Sep	4764.00	1804.23	1409.00	7977.23
Oct	5688.00	1749.80	1272.20	8710.00
Nov	3816.00	1261.50	723.00	5800.50
Dec	3762.00	1097.60	941.00	5800.60

Total

56034.00

17729.63

13591.10

87354.73

Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
Rape	1	0	1	< 1	0	6.75
Assault	3	10	13	< 1	2.95	13.96
Burglary	0	1	1	< 1	21.60	110.09
Theft	0	16	16	< 1	0	0
Wanted Person	112	329	441	8.0	19.30	20.94
Escort	0	1	1	< 1	0	0
IEA	0	71	71	1.3	24.63	57.25
Fraud	0	3	3	< 1	0	0
Medical Call	8	6	14	< 1	3.91	41.65
Fire Call	1	0	1	< 1	0	13.70
Well Being Check	1	1	2	< 1	0	11.33
Motor Vehicle Complaint	0	2	2	< 1	0	0
Neighbor Dispute	0	1	1	< 1	0	0
Civil Matter	0	4	4	< 1	13.33	9.98
Road Hazard	6	0	6	< 1	0	0.79
Child Abuse	2	1	3	< 1	0	1.48
Indecent Exposure	0	1	1	< 1	0	0
Mental Issue	0	2	2	< 1	13.67	115.25
Custody Dispute	1	0	1	< 1	0	36.98
Extra Police Presence / PWT	232	2	234	4.2	0.75	13.27
911 Abandoned/Hang Up Call	0	4	4	< 1	0	0
Service of DVO	0	3	3	< 1	0.93	28.28
Stalking	1	0	1	< 1	0	1.77
Transport, general	1	5	6	< 1	37.13	128.95
BSOG Callout	0	3	3	< 1	69.32	220.93
Transport, Family Court	6	28	34	< 1	34.95	51.02
Transport, LDC	18	47	65	1.2	76.31	47.26
Transport, BCSC	36	169	205	3.7	14.06	38.37
Transport, NH Prison	6	56	62	1.1	16.15	51.13
Transport, BCJ	39	215	254	4.6	19.43	27.93
Search Warrant	0	1	1	< 1	0.10	156.94
Eviction	119	3	122	2.2	1.23	19.03
Extradition	1	6	7	< 1	144.99	248.84
NCIC CHECK	13	34	47	< 1	0	3.65
Transport, FDC	2	11	13	< 1	5.43	83.78
Alarm, Test	0	17	17	< 1	0	0
Alarm, Portable	0	9	9	< 1	0	0
Sex Offenses	1	0	1	< 1	0	3.65
Transport, MCJ	4	4	8	< 1	58.55	42.03
FOLLOW UP	6	3	9	< 1	4.03	36.99
NCIC/INSTATE ENTRY	0	55	55	< 1	0	0
Pistol Permit/NICS	0	47	47	< 1	0	52.00
Overdose	0	2	2	< 1	14.92	120.91
Report Request	0	2	2	< 1	0	0
Property, Return	4	1	5	< 1	0	20.13
Police Information	2	13	15	< 1	0.68	12.74
RECOVERED STOLEN PROPERTY	0	1	1	< 1	0	0
Transport, Cheshire CJ	0	1	1	< 1	64.18	123.70
Transport, Rockingham CJ	1	3	4	< 1	22.91	78.96
Transport, Strafford CJ	1	1	2	< 1	0.37	88.10
Transport, Hillsborough CJ	1	5	6	< 1	42.65	83.25
Transport Shea Farm	0	1	1	< 1	44.98	47.85
Portable Alarm Activation	0	10	10	< 1	0	0
Follow-up/No Checks	58	2	60	1.1	103.17	24.49
Escape	0	2	2	< 1	0.25	58.64
Tower/Radio Failure	0	1	1	< 1	0	0
Phone Extraction	1	2	3	< 1	0	3.70
Liquor Law Violations	0	1	1	< 1	7.98	76.34
Assist Other Agency	3	5	8	< 1	0	8.04
Motor Vehicle Stop	245	0	245	4.4	0.96	6.46
Missing Person	2	3	5	< 1	0	0.54

Belknap County Sheriffs Department

Dispatch Analysis

Page: 2

Printed: 04/06/2023

Property Lost	0	1	1	< 1	0	0
Property Found	1	0	1	< 1	0	18.80
Accident	24	4	28	< 1	9.99	25.97
Other	8	12	20	< 1	16.05	29.39
Criminal Trespass	1	0	1	< 1	0	21.12
Fight/Brawl	0	3	3	< 1	0	0
Abandoned Vehicle	1	0	1	< 1	0	1.58
Disabled Vehicle	16	0	16	< 1	0	21.27
Criminal Mischief	0	3	3	< 1	6.83	19.32
Alarm, Other	0	2	2	< 1	0	0
Suicide, Attempted	0	2	2	< 1	0	0
General Info	0	16	16	< 1	0	0
Juvenile Call	2	1	3	< 1	0	0.58
Motor Vehicle Lockout	1	2	3	< 1	36.00	22.29
Alarm, Burglar	0	3	3	< 1	16.15	22.02
Intoxicated Subject(s)	1	1	2	< 1	0	71.77
Suspicious Vehicle	8	0	8	< 1	0.88	2.54
Suspicious Incident	1	2	3	< 1	0	0
Unwanted Person	3	0	3	< 1	0	11.31
Vehicle off Road	2	0	2	< 1	0	11.97
Disturbance	1	1	2	< 1	0	6.07
Suicide, Threatened	0	1	1	< 1	0	0
Motorist Assist	3	0	3	< 1	0	22.98
Complaint Against Official	0	5	5	< 1	0	0
Public Service, Other	2	2	4	< 1	0	13.32
Unknown Reference	1	1	2	< 1	0	13.63
Notification	1	0	1	< 1	0	14.08
Relay	1	1	2	< 1	0	59.52
Service of Paperwork	1830	105	1935	34.9	1.20	5.79
Fireworks	0	1	1	< 1	0	0
Animal Complaint	4	0	4	< 1	0	3.52
Arrest	3	5	8	< 1	10.65	11.35
Violation of Restraining Order	3	1	4	< 1	0.05	18.44
Transport, Medical	12	59	71	1.3	59.70	116.08
Suspicious Person	7	0	7	< 1	0.67	8.76
Assist Other Police Agency	31	16	47	< 1	12.37	27.75
Drug/Narcotic Violation	3	11	14	< 1	5.09	21.41
Civil Standby	2	3	5	< 1	9.82	57.71
Domestic Disturbance	1	0	1	< 1	0	3.05
Alarm, Panic	1	3	4	< 1	20.85	3.64
Background Investigation	1	9	10	< 1	0	0
BOLO/ATL	1	462	463	8.4	7.83	22.71
Child Exploitation/ICAC	0	1	1	< 1	0	0
Criminal History Request	9	79	88	1.6	0	0.96
Community Policing	1	0	1	< 1	0	134.83
Fingerprints	0	29	29	< 1	0.50	30.50
Transport, Womens Prison	0	2	2	< 1	65.38	50.43
License Status Check	10	6	16	< 1	0	8.05
Med Exam/Cnty Atty Call-Out	0	108	108	1.9	0	0
registration Inquiry	48	4	52	< 1	0	5.81
Time Check	2	360	362	6.5	24.75	41.27
VIN Verification	0	1	1	< 1	0.07	5.60
TOTAL	2985	2555	5540	100	21.21	16.04

Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>	<u>%</u>	<u>Avg. Arrive</u>	<u>Avg. Time @ Scene</u>
IEA	0	71	71	8.8	24.63	57.25
Transport, general	1	5	6	< 1	37.13	128.95
Transport, Family Court	6	28	34	4.2	34.95	51.02
Transport, LDC	18	47	65	8.1	76.31	47.26
Transport, BCSC	36	169	205	25.5	14.06	38.37
Transport, NH Prison	6	56	62	7.7	16.15	51.13
Transport, BCJ	39	215	254	31.6	19.43	27.93
Transport, FDC	2	11	13	1.6	5.43	83.78
Transport, MCJ	4	4	8	< 1	58.55	42.03
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Transport, Rockingham CJ	1	3	4	< 1	22.91	78.96
Transport, Strafford CJ	1	1	2	< 1	0.37	88.10
Transport, Hillsborough CJ	1	5	6	< 1	42.65	83.25
Transport Shea Farm	0	1	1	< 1	44.98	47.85
Transport, Medical	12	59	71	8.8	59.70	116.08
Transport, Womens Prison	0	2	2	< 1	65.38	50.43
TOTAL	127	678	805	100	28.18	49.36



Belknap County Restorative Justice

“Accountability, Victim Involvement, Community Partnerships”

34 County Drive
Laconia, NH 03246
PH: 603-527-5493 FX: 603-527-5498

Mike MacFadzen
Director

Makala Chandonnet
Case Manager

Jaqueline Hill
Case Manager

Belknap County Restorative Justice 2022 Annual Report

The year 2022 saw things start to return to normal. Court sessions returned to in person hearings, community service projects began to open back up, and service providers also returned to in person appointments. We continue to see an increased need for mental health services for our clients, but especially for our juvenile referrals. We continue to see a very high number of our clients come in to the program with substance use disorder, alcohol dependency and significant mental health needs.

We continue to participate in the Recovery Court Program. The Recovery Court has also seen an increase in participant applications. The program returned to in person court sessions and compliance by the participants has improved dramatically.

During 2022 the case referrals were a total of 52 NEW referrals which is an increase of 12 from 2021. It is a decrease of 26 from 2019 which was the last year before Covid. This is a direct reflection of the courts being closed for most of 2020 and 2021. The 2022 referrals consisted of twenty-six juvenile cases, up four from 2021, 3 misdemeanor adult cases, which is equal to 2021 and 18 felony cases, up six from 2021, 5 education only cases, up one from 2021.

The department expects to continue to see increases in case numbers as the courts are seeing increased caseloads in the latter part of 2022 and the beginning of 2023. We will also continue to collaborate with our partners in the Corrections Department as well as the schools, and other community resources.

Respectfully Submitted;

Michael A. MacFadzen, Director
Belknap County Restorative Justice

Belknap County Nursing Home
Annual Report 2022

To the Honorable Commissioners of Belknap County, the Elected Legislative Representatives of the County Delegation, and to the residents of Belknap County:

SARS CoV-2 (COVID-19) continues to dominate long-term care population facilities along with vaccination, booster recommendations, facility outbreaks, testing requirements and the utmost priority given to mastering infection control best practices.

Our second challenge this year has been staffing and workforce. COVID-19 brought the reality of health care shortages to the forefront. Workforce shortages have encouraged creative paths to navigate and support resident services. This year our facility supported 4 staff members to complete medication nursing assistant licensure and 1 staff member to obtain their LPN licensure. All staff are working in full-time positions successfully.

Our facility also collaborated to provide onsite clinical training for the River Valley Community College nursing program and Plymouth High School Licensed nurse aide program.

The Belknap County Nursing Home has a bed census capacity of 94 residents providing twenty-four-hour care seven days a week. The facility offers traditional Long-term Nursing Care and Skilled Care allowing residents to use their Medicare benefit and have up to a 100-day Rehabilitative stay thus allowing them to return home. A combination of approximately 89 full or part-time employees render care and provide facility operations through the following divisions: Activities, Administrative, Housekeeping, Laundry, Maintenance, Nursing and Social Services. Belknap County also provides Dining Services by Glendale Senior Dining, Physical Therapy, Occupational Therapy and Speech Therapy services along with a collaborative Restorative Nursing Program.

The overall census for 2022 held steady with an average census of 60 residents per day. This equates to a daily occupancy rate of 64 percent. The Belknap County Nursing Home served a total of 14 admissions and 36 re-admissions in 2022. Belknap County accepts Private pay, Medicare, and Medicaid payment resources.

The Belknap County Nursing Home rates 4 Stars overall in the Center for Medicare and Medicaid 5-Star rating system. This rating is based on Staffing levels, Care-Quality Indicators, Number of Registered Nurses, and Health Inspection Scores.

A summary of notable events during this year residents and staff partook in:

Staff Education:

- | | |
|---------------------------------------------|----------------------------------------------------------|
| ▪ Hand Hygiene | ▪ Residents' Rights |
| ▪ Antibiotic Stewardship | ▪ Bloodborne Pathogens |
| ▪ Infection Control | ▪ Behavioral Emergencies in the LTC Setting |
| ▪ Personal Protective Equipment (PPE) | ▪ Diversity & Inclusivity: Creating a Healthy Workplace |
| ▪ Sexual Harassment Awareness | ▪ CMS Hand in Hand Training Series for Nursing Homes |
| ▪ Back Safety for All Staff | ▪ QAPI for Healthcare Staff |
| ▪ Hydration | ▪ Person-Centered Communication |
| ▪ Dehydration Prevention | ▪ Trauma-Informed Care: Interventions for Care Providers |
| ▪ Elopement Prevention | |
| ▪ HIPAA & HITECH: Essentials for Staff | |
| ▪ Abuse, Neglect, & Exploitation Prevention | |

- Fire Safety

Quality Assurance Performance Improvement (QAPI) Projects:

- Source Control (Masking)
- COVID Assessments
- Skin/Wound Protocols
- IN2L
- 48 Hour Care Plans
- Vendor Vaccination Testing Compliance
- Staff Testing per Vaccination Status
- Consent for Antipsychotics
- Dining Services for Residents

Completed and Ongoing Projects:

- COVID-19 Policies and Procedure Reference Manual
- Facility Assessment book revisions
- Meal Service Delivery System
- Electronic Desktop Files for Policies & Procedure, Emergency Preparedness and Material Data Safety Sheets

Building Improvements and future projects:

- Skylight Repair - Complete
- Front Entryway Columns and Ambulance Entryway Columns repair-pending
- Flooring replacement-pending

The Belknap County Nursing Home continues to take pride in providing care and receiving support from the Lakes Region Community. We strive to achieve and offer care in the most financially responsible manner possible aligning our goals of successful resident outcomes and relying on effective and efficient focuses. Belknap County Nursing Home continues to maintain our mission statement, “To care for our residents, as ourselves, with compassion, dignity, and respect.”

In closing I would like to take this opportunity as always to thank our Lakes Region Community for the overall support, understanding and commitment to our residents, families, and staff as we navigated an overall challenging year successfully.

Respectfully,

Shelley Richardson RN, BSAS, NHA

Belknap County Registry of Deeds

2022 Annual Report

To the Honorable Board of Commissioners, Delegation Members and Citizens of Belknap County:

The Register of Deeds is responsible for the management and protection of the public land records and the documents it contains pursuant to NH RSA 478. This office is committed to ensure documents presented for recording meet statutory requirements, are processed and accurately entered into the index in a timely manner and can be reproduced and safely archived.

Recorded documents date back to 1765 when Belknap County was part of Strafford County. The oldest indexes can be accessed by the public using the “Grantor/Grantee Book” option in the search field. These records are valuable for those doing genealogy & historic work.

Many types of documents including deeds, mortgages, plans, assignments, discharges, easements, condominium declarations, covenants and by-laws etc. are recorded here and become a permanent part of the chain of title for the property. We also provide the 10 towns and 1 city information regarding the sale of properties in the county for tax purposes.

Total documents recorded in 2022 was **14,450**. A decrease of **4,886** from the previous year. The breakdown by municipality is as follows:

Municipal Transactions

Alton	1,396	Gilmanton	833
Barnstead	1,121	Laconia	3,229
Belknap	1,671	Meredith	1,471
Belmont	1,208	New Hampton	405
Center Harbor	248	Sanbornton	551
Gilford	1,764	Tilton	595

Foreclosure recordings are on the decline. There were 10 Foreclosures recorded in 2022. This is compared to 20 in 2021, 40 in 2020 and 54 in 2019.

The Registry of Deeds has been successfully accepting documents for recording electronically since November 2016. Through our partnership with Simplifile and CSC, the registry received 70% of all documents recorded for 2022 electronically. This convenience proved to be very valuable during the COVID-19 pandemic and continues to be the on-going trend for submissions.

Through the support of the county commissioners and county delegation, two additional Plat Books have been successfully preserved/restored for the future generations of Belknap County. These books had been out of public access for many years due to their deteriorated state.

In 2021 the Registry of Deeds upgraded our software programs and successfully launched two search products know as Laredo and AVA. The Laredo search product has multiple features for title abstractors and mortgage companies to use for in depth title searching. AVA, our free public search, is available 24 hours a day, 7 days a week. Access to this free site does not require any download and can be used with multiple devises such as tablets, cell phones and computers. Customers can view documents and print copies from the convenience of their home. Access to the free public search can be found on our website at www.nhdeeds.org.

Property owners are encouraged to visit our website to sign up for Property Fraud Alert. This is a free service to protect your most valuable possession, your home, from fraud. Property Fraud Alert is a notification service that alerts subscribers via email or phone call each time a document is recorded in the Registry of Deeds with your name on it. To sign up go to www.nhdeeds.org.

Revenue generated by the Registry of Deeds is primarily derived from the Real Estate Transfer Tax (RETT), as well as Recording Fees, Surcharge Fees and Copy Fees. The Registry receives a 4% commission on the State of New Hampshire Real Estate Transfer Tax (RETT) and LCHIP Fee (Land and Community Heritage Investment Program). Revenue to the county for 2022 is as follows:

2022 Revenue Collected by Register of Deeds:

RETT 4% Commission & Recording Fees	\$ 1,160,027.50
Surcharge Fees	\$ 28,026.00
LCHIP 4% Commission Fee	\$ 10,139.00
Bank Interest	\$ 396.77
TOTAL	\$ 1,198,589.27

The operating cost of the office, including salaries, was **\$393,691.00**. A net amount to the Belknap County General Fund of **\$804,898.27**.

I would like to thank my staff at the Belknap County Registry of Deeds for their hard work and dedication. It is exceptional teamwork that makes it possible to assist the public as well as maintain the accuracy and attention to detail that the office demands.

In closing, I would like to thank the County Administrative team, Commissioners, Delegation and all the departments in Belknap County who have supported the Registry of Deeds.

Respectfully submitted,

Judith A. McGrath

Judith A. McGrath
Register

Meeting Minutes for the Executive Committee – January 25, 2022, at 6:04 p.m.

Chair Howard called the Belknap Executive committee meeting to order at 1:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Howard, Rep. Comtois, Rep. Sylvia, Rep Silber

Pledge: Rep. Silber

M/Rep Sylvia S/Rep Silber – motion to approve minutes of Dec 29, 2021, and Dec 30, 2021

Discussion on Budget Transfer

Rep Silber – have they sent a new invoice for the increased expenses, has the increased amount been paid? Yes, before the transfer request was made.

M/Rep Howard S/Rep Comtois – motion to approve budget transfer #6 - from Nursing Services (Dept # 025140 FT wages (51100) to NH Dietary Services (Dept # 025130) Contracted Services (53301) – motion fails 2 to 2 voting against Rep Silber and Rep Sylvia

Discussion, Board of Commissioners authorized payment of transfer request, was approved at the January 20th Commissioners meeting, how much was the last bill \$118,000 and the Dec bill was \$113,000 – our check runs are on Thursday, so due upon receipt is the following Thursday. Based on historical billing of the monthly bill. Total paid for the year is 1,292,100.25 nursing home and corrections, what portion of this was corrections \$160,204.20. Per the contract bill was due on February 15, 2022.

Rep Silber would like Judge O’Neil to review the transfer request.

Nursing Home

Currently 11 not vaccinated and without exemption. 6 in Nursing, 3 in Dietary, and 1 in Activities. Currently have 4 agency nurses with last one leaving in April, 60% of current staff will not take the booster. Currently have 60 residents in nursing home. If we do not comply with Federal regulations requiring vaccination/boosters. Another situation is the Vendors who come in must be vaccinated and if they are not, they must be tested for COVID.

NURSING HOME SERVICES (025140)

M/Rep Sylvia S/Rep Comtois – motion to approve \$2,750,000 for full time wages (51100) – unanimous

M/Rep Comtois S/Rep Silber – motion to approve \$100,000 for incentive pay (51150) – unanimous

M/Rep Sylvia S/Rep Comtois – motion to approve \$500,000 for part-time wages (51200) – unanimous

M/Rep Comtois S/Rep Silber – motion to approve \$3,674 for sick time incentive (51510) – unanimous

M/Rep Comtois S/Rep Sylvia – motion to approve \$1,250,000 for health insurance (52100) – unanimous

M/Rep Comtois S/Rep Sylvia – motion to approve \$275,000 for payroll tax (52200) – unanimous

M/Rep Comtois S/Rep Sylvia – motion to approve \$440,000 for retirement services (52230) – unanimous

M/Rep Sylvia S/Rep Silber – motion to approve \$300,000 for contracted nursing services (53301) – unanimous

M/Rep Silber S/Rep Comtois – motion to approve \$30,000 for oxygen (56000) – motion passes 3 to 1 Rep Sylvia against

NH HOUSEKEEPING

M/Rep Sylvia S/Rep Comtois – motion to approve \$55,000 for part time wages (51200) – unanimous

M/Rep Comtois S/Rep Sylvia – motion to approve \$19,450 for payroll tax (52200)

NH ACTIVITIES

M/Rep Comtois S/Rep Silber motion to approve \$2,500 for entertainment (53700) – unanimous

REVENUES

NH Administration #25100

M/ Rep Comtois S/Rep Silber - motion to approve \$950,000 for resident resources (34042) – motion passes 3 to 1 – Rep Sylvia voting against

M/Rep Comtois S/Rep Silber – motion to approve \$2,736,000 for Medicaid (34044) – motion passes 3 to 1 – Rep Sylvia voting against

M/Rep Comtois S/Rep Silber– motion to approve \$925,000 for private pay (34048) – motion passes 3 to 1 – Rep Sylvia

COUNTY ADMINISTRATON #014130

M/Rep Sylvia S/Rep Silber – motion to approve \$120,000 for insurance/rebate (35060) – unanimous

M/Rep Comtois S/Rep Sylvia – motion to adjourn 8:54 p.m. – unanimous

Meeting Minutes for the Executive Committee – January 26, 2022, at 6:06 p.m.

Chair Howard called the Belknap Executive committee meeting to order at 6:06 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Howard, Rep. Comtois, Rep. Sylvia, Rep Silber

Pledge: Rep. Comtois

M/Rep Sylvia S/Rep Silber – motion to approve minutes of Dec 29, 2021, and Dec 30, 2021

County Attorney #014123

M/Rep Sylvia S/ Rep Silber – motion to reduce sick time incentive (51510) to actual \$0.00 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Attorney **\$ 1,087,233**

Bottom Line Numbers

M/Rep Silber S/Rep Sylvia – motion to approve bottom line for County Convention (014110) \$20,400

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Admin (014130) \$396,440

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County IT (014135) \$171,224

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Finance (014150) \$332,095

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Register of Deeds (014193) \$430,500

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Maintenance (014194) \$705,247

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Contingency (014198) \$200,000

M/Rep Sylvia S/ Rep Silber motion to approve Sheriff (014211-51510) sick time incentive line \$4,252

M/Rep Silber S/Rep Comtois motion to approve Sherriff's line special operation team \$25,000 – motion withdrawn

Currently county has 1 bear cat and Gilford will have a new Bear Cat that they received through a Grant – trade-in value was \$5,000 but could be sold for \$100,000 – use of bear cat is primarily for personal safety – Belknap Regional Special Operations, there are MOU's that are signed by every department that is involved. They have medical doctors associated with the team. The only town's that contribute to the team that is not part of the county is Bristol, completely funded by county line item and relief association. Do the MOU's say anything about funding from the county? Do you believe it has to be all or nothing? Can you use asset-forfeiture funds that can be used for the special operations line? Yes, currently available is \$13,000.

M/Rep Silber S/Sylvia - motion to approve Sheriff PT Court Security (014211-51224) \$327,030 – motion passes 3 to 1 – Rep Comtois voting against

M/Silber S/Rep Sylvia- motion to approve Sheriff special operations team (014211-53905) to \$25,000 – motion passes 3 to 1 Rep Howard voting against

M/Silber S/Rep Sylvia motion to approve Sheriff Training (014211-56110) to \$10,000 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Sheriff (014211) \$2,552,880 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve Corrections sick time incentive (014230-51510) line \$652

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Corrections (014230) \$4,877,718 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve Restorative Justice sick time incentive (014235-51510) line \$0 unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Restorative Justice (014235) \$161,978 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for HHS (014441) \$7,573,916 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Outside Agencies (014610, 04619, 014660) 265,097 motion passes 3 to 1 – Rep Howard voting against

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Debt Service (014700) \$489,274 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for County Capital Projects/Improvements (014900) \$4,101,566 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Debt Service (024700) \$40,052 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Administration (025100) \$1,628,264 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Maintenance (025110) \$589,554 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve Nursing Home Rehabilitation sick time incentive line (025120-51510) \$507 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Rehabilitation (025120) \$214,691 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Dietary Services (025130) \$1,379,093 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Nursing Services (025140) \$6,341,111 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Laundry Services (025160) \$177,302 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Housekeeping (025170) \$429,973 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Pharmacy (025180) \$892,328 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Activities (025193) \$358,160 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line for Nursing Home Hairdressing (025194) \$26,082 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve using Fund Balance of \$2,000,000 – motion passes 3 to 1 – Rep Comtois voting against

M/Rep Sylvia S/ Rep Silber amount to be raised by taxes \$16,098,471 – unanimous

M/Rep Sylvia S/ Rep Silber motion to approve bottom line Revenue Number for all departments \$19,343,707 – unanimous

Adjourned at 8:15 p.m.

Meeting Minutes for the Delegation – January 31, 2022 @ 7:00 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 7:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Howard, Rep. Johnson, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry, Rep. Trottier, Rep. O'Hara

Absent: Rep. Varney

Pledge Rep. Lang

M/Rep. Howard S/Rep. Silber – motion to approve minutes of December 09, 2021 – unanimous

M/Rep. Johnson S/Rep. Ploszaj – motion to postpone vote on new Gunstock Commissioner – motion passes 10 to 7

Open for Public Comment – 3 minutes per speaker for up to 1 hour

Commissioner Kaidasch – Alex DeLuca -John Pike – Sandra M. (Wolfeboro) – Frank Roach - David Browning – Woody Fogg – David Buckman – Rick DeMarc – Marjorie Wilkinson – Al Parsnick – Bob Jerkey

Public Comments closed – 7:45 p.m.

Interview of candidates

M/Rep. Bordes S/Rep. O'Hara – allow unlimited time for questioning amend motion passes

M/Rep. Terry S/Rep. Lang to allow for 15 minutes questions – motion passes

Doug Lambert – candidate

This is the 2nd time seeking a position on the commission, 1st time was in 2013

Dr. David Strang – candidate

Heidi Preuss - candidate

Next delegation meeting @ 7 p.m. on February 22nd & 23rd

M/Rep. Howard S/Rep. Aldrich - motion to adjourn 9:11 p.m.

Motion	Rep Johnson			
Second	Rep Ploszaj			
	to allow the postponement of the election of the new Gunstock Commissioner			
	YES	NO		
Rep.Howard		1		
Rep. Aldrich		1		
Rep. Bordes		1		
Rep. Bean	1			
Rep. Harvey-Bolia	1			
Rep. Hough		1		
Rep. Johnson	1			
Rep. Lang	1			
Rep. Littlefield	1			
Rep. Mackie	1			
Rep. O'Hara	1			
Rep. Ploszaj	1			
Rep. Silber		1		
Rep. Terry	1			
Rep. Trottier	1			
Rep. Comtois		1		
Rep. Sylvia		1		
TOTALS	10	7	0	
Rep. Varney				

Meeting Minutes for the Delegation – February 22, 2022, at 7:00 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 7:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Howard, Rep. Johnson, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. O'Hara, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry, Rep. Varney

Absent: Rep. Trottier

Pledge: Rep. Varney

M/Rep Lang S/Rep Aldrich – motion to approve minutes of January 31, 2022 - unanimous

Appointment of Gunstock Area Commissioner – discussion – Dr. Strang is the new Commissioner

M/Rep Lang S/Rep Littlefield – motion to reach a resolution between GAC and Rep Sylvia with discussions by Rep Lang – motion fails 9 to 8

3 rulings by the Court in favor of the delegation – GAC sued the delegation

Rep Terry asked Rep Lang what the issues are: receipt of letter by Rep. Sylvia for removal of 3 GAC

Rep Howard to give report on Executive Committee Budget

M/Rep. Lang S/Rep. O'Hara to approve nursing home wage cost item – passes 15 to 2

M/Rep. Howard S/Rep. Silber to accept Executive Committee's Budget – discussion – motion withdrawn

Municipal Act – if we change any number of the Exec Committee will it affect the transfer authority Delegation under RSA 24 is allowed to set transfer authority

M/Rep Lang S/Rep Littlefield – adjust legal services line to \$7,500 in County Convention (014110-53200) – Commissioners have already stated that they will not pay legal fees for the Delegation incurs – motion fails 8 to 9

M/Rep Howard S/Rep Silber motion to approve County Convention (014110) of \$20,400 – motion passes

M/Rep Lang S/Rep O'Hara – motion to adjust software support line to \$12,716 in Software Support (014123-53425) motion passes 9 to 8

M/Rep Lang S/Rep. Silber motion to approve County Attorney (014123) of \$1,089,699 – motion passes

M/Rep Aldrich S/Rep Johnson – motion to increase legal service line to \$1 (014130-53200) – motion fails

M/Rep O'Hara S/Rep Lang - motion to increase legal service line to \$5,000 (014130-53200) – motion passes

M/Rep Lang S/Rep. O'Hara motion to approve County Administration (014130) of \$401,440 – motion passes

M/Rep Lang S/Rep Mackie – motion to increase software support to \$55,000 (014135-53425) – motion fails

M/Rep Lang S/Rep O'Hara – motion to increase IT/System Upgrade to \$12,833 (014135-53435) – motion fails

M/Rep Silber S/Rep. Aldrich motion to approve Information Technology (014135) of \$171,224 – motion passes

M/Rep Lang S/Rep Littlefield – motion to increase travel line to \$1,800 (014150-56130) – motion fails

M/Rep Silber S/Rep. Littlefield motion to approve Finance (014150) of \$332,095 – motion passes

M/Rep Silber S/Rep. O'Hara motion to approve Register of Deeds (014193) of \$430,500 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve Maintenance (014194) of \$705,247 – motion passes

M/Rep Howard S/Rep. O'Hara motion to approve Contingency (014198) of \$200,000 – motion passes

M/Rep Lang S/Rep Ploszaj – motion to increase P/T Court Security to \$355,390 (014211-51224) – motion passes

M/Rep Lang S/Rep Bordes – motion to increase to \$85,307 (014211-57600) – motion fails

M/Rep Lang S/Rep. O'Hara motion to approve Sheriff's Department (014211) of \$2,581,240– motion passes

M/Rep Johnson S/Rep. Silber motion to approve Corrections Department (014230) of \$4,877,718– motion passes

M/Rep Johnson S/Rep. Silber motion to approve Restorative Justice (014235) of \$161,978– motion passes

M/Rep Lang S/Rep. Howard motion to approve Health & Human Services (014441) of \$7,573,916– motion passes

M/Rep Littlefield S/Rep Lang motion to increase CAP (014660-55030) to \$56,000 – motion passes

M/Rep Howard S/Rep Silber motion to decrease BCCD (014619-55020) to \$44,000 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve Outside Agencies (014610, 014619, 014660) of \$265,097 – motion passes

M/Rep O'Hara S/Rep. Bordes motion to approve Debt Service (014700) of \$489,274 - motion passes

M/Rep Lang S/Rep Bean motion to increase Premium Pay (014900-57001) to \$1,164,632 – motion passes

M/Rep Lang S/Rep. Bordes motion to approve Capital Projects (014900) of \$4,683,882 - motion passes

M/Rep Howard S/Rep O'Hara – motion to adjourn 9:57p.m. – unanimous

	Doug Lambert	Heidi Preuss	Dave Strang
Rep. Howard			1
Rep. Aldrich	1		
Rep. Bean			1
Rep. Bordes		1	
Rep. Harvey-Bolia			1
Rep. Hough	1		
Rep. Johnson			1
Rep. Lang		1	
Rep. Littlefield			1
Rep. Mackie		1	
Rep. O'Hara		1	
Rep. Ploszaj	1		
Rep. Silber			1
Rep. Terry			1
Rep. Varney			1
Rep. Comtois			1
Rep. Sylvia	1		
TOTALS	4	4	9

Nursing Home Cost Items			
	Yes	No	
Rep. Howard		1	
Rep. Aldrich		1	
Rep. Bean	1		
Rep. Bordes	1		
Rep. Harvey-Bolia	1		
Rep. Hough	1		
Rep. Johnson	1		
Rep. Lang	1		
Rep. Littlefield	1		
Rep. Mackie	1		
Rep. O'Hara	1		
Rep. Ploszaj	1		
Rep. Silber	1		
Rep. Terry	1		
Rep. Varney	1		
Rep. Comtois	1		
Rep. Sylvia	1		
TOTALS	15	2	

Meeting Minutes for the Delegation – February 23, 2022, at 7:00 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 7:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Howard, Rep. Johnson, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. O'Hara, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry

Absent: Rep. Trottier, Rep Varney

Pledge: Rep. Bordes

M/Rep O'Hara S/Rep. Lang motion to approve bottom line for NH Debt Service (024700) of \$40,052 – motion passes

M/Rep O'Hara S/Rep. Bordes motion to increase full time wages to \$542,575 (025100-51100) – motion fails 8 to 8

M/Rep Comtois S/Rep. Aldrich motion to approve bottom line for NH Admin (025100) of \$1,628,264– motion fails 8 to 8

M/Rep Lang S/Rep. Mackie motion to increase professional development to \$10,000 (025100-56110) – motion fails

M/Rep Comtois S/Rep. Aldrich motion to approve bottom line for NH Admin (025100) of \$1,628,264– motion passes

M/Rep Comtois S/Rep. Howard motion to approve bottom line for NH Maintenance (025110) of \$ 589,554– motion passes

M/Rep Comtois S/Rep. Littlefield motion to approve bottom line for NH Rehabilitation (025120) of \$ 214,691– motion passes

M/Rep Howard S/Rep. Aldrich motion to approve bottom line for NH Dietary (025130) of \$ 1,379,093– motion passes

M/Rep Comtois S/Rep. Aldrich motion to approve bottom line for NH Nursing Dept (025140) of \$6,341,111 – motion passes

M/Rep Aldrich S/Rep. Littlefield motion to approve bottom line for NH Laundry Dept (025160) of \$177,302 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve bottom line for NH Housekeeping (025170) of \$429,973 – motion passes

M/Rep Silber S/Rep. Littlefield motion to approve bottom line for NH Physicians & Pharmacy (025180) of \$892,328 – motion passes

M/Rep Lang S/Rep. Bordes motion to increase entertainment (025193-53700) to \$4,450 – motion passes

M/Rep Howard S/Rep. Terry motion to approve bottom line for NH Activities (025193) of \$360,110 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve bottom line for NH Hairdressing (025194) of \$26,082 – motion passes

M/Rep Ploszaj S/Rep Littlefield motion to revisit Outside Agencies – motion withdrawn

M/Rep Ploszaj S/Rep Littlefield motion to remove \$6,000 from UNH Extension (014610-55010) and increase BCCD (014619—55020) by \$6,000 – motion passes

M/Rep O'Hara S/Rep Lang motion to reduce legal service by \$5,000 to \$10,000 (014110-53200) – motion fails

M/Rep Harvey-Boulia S/Rep Johnson motion to restrict reconsideration of expenses items – motion withdrawn – consensus among Reps that there will be no more adjustments to expense items – gentleman's agreement

REVENUES

M/Rep Lang S/Rep Bordes motion to approve bottom line for County Attorney (014123) of \$85,000 – motion passes

M/Rep Lang S/Rep O'Hara motion to increase ARPA (014130-33913) by \$582,316 to \$4,683,882 – motion passes

M/Rep Lang S/Rep Sylvia motion to approve bottom line for County Administration (014130) of \$5,439,098– motion passes

M/Rep Lang S/Rep Sylvia motion to approve bottom line for Finance (014150) of \$2,007,000– motion passes

M/Rep Lang S/Rep Mackie to increase Register Deeds (014193-34021) by \$50,000– motion passes

M/Rep Lang S/Rep O'Hara motion to approve bottom line for Register Deeds (014193) of \$1,398,425– motion passes

M/Rep O'Hara S/Rep Sylvia motion to approve bottom line for Sheriff (014211) of \$442,750– motion passes

M/Rep Lang S/Rep Terry motion to approve bottom line for Corrections (014230) of \$45,500– motion passes

M/Rep Lang S/Rep Johnson motion to approve bottom line for Restorative Justice (014235) of \$15,250– motion passes

M/Rep Lang S/Rep Bordes motion to approve bottom line for HHS (014441) of \$380,000 – motion passes

M/Rep O'Hara S/Rep Lang motion to increase Medicaid Incentive by \$500,000 to \$2,500,000 (025100-34050) of \$380,000 – motion passes

M/Rep Lang S/Rep Sylvia motion to approve bottom line for Nursing Home (025100) of \$10,663,000 – motion passes

M/Rep Silber S/Rep Howard motion for approval of transfer authority for \$1,000 for interdepartmental – motion amended

M/Rep Silber S/Rep Howard motion to set transfer authority at \$2,500 between departments – the advance approval of the Executive Committee of the Belknap County Delegation, also known as the Belknap County Convention, shall be required prior to any transfer between departments in the approval and adopted county budget in an amount of \$2,500 (the "Limitation Amount") or more in any once instance, or in any series of substantially similar transfer within a 90-day period aggregating or exceeding such Limitation Amount. Any purported transfers in violation of the foregoing policy shall be null and void.



Rep Silber – a Rep stated incorrectly yesterday a list of charges against three members of GAC, the charges referenced were against one commissioner. He wanted to clarify it was the Gunstock Area Commission that brought the suit against the delegation.

Amount to be raised from taxation \$15,586,247.00

Sheriff Wright – legislature made a terrible RSA104-31 (XIII. The fees of sheriffs and deputy sheriffs specified in paragraphs I through IV and paragraphs VII through IX-b may be increased once annually by a vote of the county convention and the total increase shall not exceed the Consumer Price Index for All Urban Consumers, Northeast Region as published by the Bureau of Labor Statistics, United States Department of Labor using the amount published for the month of June in the year prior to the start of the fiscal year on a percentage basis.) took effect July 31, 2021 –the first time the counties get to vote on the increase in fees

M/Rep Johnson S/Rep Littlefield – motion to allow Sheriff to increase the fees by 1% - motion passes

M/Rep Comtois S/Rep Johnson – motion to adjourn 9:49 p.m.

 5-3-22
 5/3/22

Meeting Minutes for the Delegation – February 22, 2022, at 7:00 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 7:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Howard, Rep. Johnson, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. O'Hara, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry, Rep. Varney

Absent: Rep. Trottier

Pledge: Rep. Varney

M/Rep Lang S/Rep Aldrich – motion to approve minutes of January 31, 2022 - unanimous

Appointment of Gunstock Area Commissioner – discussion – Dr. Strang is the new Commissioner

M/Rep Lang S/Rep Littlefield – motion to reach a resolution between GAC and Rep Sylvia with discussions by Rep Lang – motion fails 9 to 8

3 rulings by the Court in favor of the delegation – GAC sued the delegation

Rep Terry asked Rep Lang what the issues are: receipt of letter by Rep. Sylvia for removal of 3 GAC

Rep Howard to give report on Executive Committee Budget

M/Rep. Lang S/Rep. O'Hara to approve nursing home wage cost item – passes 15 to 2

M/Rep. Howard S/Rep. Silber to accept Executive Committee's Budget – discussion – motion withdrawn

Municipal Act – if we change any number of the Exec Committee will it affect the transfer authority Delegation under RSA 24 is allowed to set transfer authority

M/Rep Lang S/Rep Littlefield – adjust legal services line to \$7,500 in County Convention (014110-53200) – Commissioners have already stated that they will not pay legal fees for the Delegation incurs – motion fails 8 to 9

M/Rep Howard S/Rep Silber motion to approve County Convention (014110) of \$20,400 – motion passes

M/Rep Lang S/Rep O'Hara – motion to adjust software support line to \$12,716 in Software Support (014123-53425) motion passes 9 to 8

M/Rep Lang S/Rep. Silber motion to approve County Attorney (014123) of \$1,089,699 – motion passes

M/Rep Aldrich S/Rep Johnson – motion to increase legal service line to \$1 (014130-53200) – motion fails

M/Rep O'Hara S/Rep Lang - motion to increase legal service line to \$5,000 (014130-53200) – motion passes

M/Rep Lang S/Rep. O'Hara motion to approve County Administration (014130) of \$401,440 – motion passes

M/Rep Lang S/Rep Mackie – motion to increase software support to \$55,000 (014135-53425) – motion fails

M/Rep Lang S/Rep O'Hara – motion to increase IT/System Upgrade to \$12,833 (014135-53435) – motion fails

M/Rep Silber S/Rep. Aldrich motion to approve Information Technology (014135) of \$171,224 – motion passes

M/Rep Lang S/Rep Littlefield – motion to increase travel line to \$1,800 (014150-56130) – motion fails

M/Rep Silber S/Rep. Littlefield motion to approve Finance (014150) of \$332,095 – motion passes

M/Rep Silber S/Rep. O'Hara motion to approve Register of Deeds (014193) of \$430,500 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve Maintenance (014194) of \$705,247 – motion passes

M/Rep Howard S/Rep. O'Hara motion to approve Contingency (014198) of \$200,000 – motion passes

M/Rep Lang S/Rep Ploszaj – motion to increase P/T Court Security to \$355,390 (014211-51224) – motion passes

M/Rep Lang S/Rep Bordes – motion to increase to \$85,307 (014211-57600) – motion fails

M/Rep Lang S/Rep. O'Hara motion to approve Sheriff's Department (014211) of \$2,581,240– motion passes

M/Rep Johnson S/Rep. Silber motion to approve Corrections Department (014230) of \$4,877,718– motion passes

M/Rep Johnson S/Rep. Silber motion to approve Restorative Justice (014235) of \$161,978– motion passes

M/Rep Lang S/Rep. Howard motion to approve Health & Human Services (014441) of \$7,573,916– motion passes

M/Rep Littlefield S/Rep Lang motion to increase CAP (014660-55030) to \$56,000 – motion passes

M/Rep Howard S/Rep Silber motion to decrease BCCD (014619-55020) to \$44,000 – motion passes

M/Rep Howard S/Rep. Aldrich motion to approve Outside Agencies (014610, 014619, 014660) of \$265,097 – motion passes

M/Rep O'Hara S/Rep. Bordes motion to approve Debt Service (014700) of \$489,274 - motion passes

M/Rep Lang S/Rep Bean motion to increase Premium Pay (014900-57001) to \$1,164,632 – motion passes

M/Rep Lang S/Rep. Bordes motion to approve Capital Projects (014900) of \$4,683,882 - motion passes

M/Rep Howard S/Rep O'Hara – motion to adjourn 9:57p.m. – unanimous

				Nursing Home Cost Items	
	Doug Lambert	Heidi Preuss	Dave Strang		Yes No
Rep. Howard			1	Rep. Howard	1
Rep. Aldrich	1			Rep. Aldrich	1
Rep. Bean			1	Rep. Bean	1
Rep. Bordes		1		Rep. Bordes	1
Rep. Harvey-Bolia			1	Rep. Harvey-Bolia	1
Rep. Hough	1			Rep. Hough	1
Rep. Johnson			1	Rep. Johnson	1
Rep. Lang		1		Rep. Lang	1
Rep. Littlefield			1	Rep. Littlefield	1
Rep. Mackie		1		Rep. Mackie	1
Rep. O'Hara		1		Rep. O'Hara	1
Rep. Ploszaj	1			Rep. Ploszaj	1
Rep. Silber			1	Rep. Silber	1
Rep. Terry			1	Rep. Terry	1
Rep. Varney			1	Rep. Varney	1
Rep. Comtois			1	Rep. Comtois	1
Rep. Sylvia	1			Rep. Sylvia	1
TOTALS	4	4	9	TOTALS	15 2

[Handwritten signature]
5-3-22
[Handwritten signature]
5/3/22

Meeting Minutes for the Delegation – April 12, 2022, at 7:00 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 7:00 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Johnson, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. O'Hara, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry, Rep. Trottier, Rep. Varney

Zoom: Rep. Howard

Absent:

Pledge: Rep. Littlefield

M/Rep. Harvey-Bolia S/Rep. Terry to approve minutes of February 22nd & 23rd 2022 – unanimous

Supplemental Appropriation

Commissioner Spanos – would like to purchase two vehicles for the Sheriff using ARPA funds – other request is for a cleaning machine for the County Jail, due to inflation they need \$700 in additional funding

M/Rep. Lang S/Rep. Littlefield – motion to approve \$111,300 using ARPA funds - \$110,600 for two vehicles and \$700 for the cleaning machine purchase for County Jail

M/Rep. Terry S/Rep. Aldrich to table motion – unanimous

M/Rep. Lang S/Rep. Terry to allow Rep. Howard to participate via zoom – unanimous

M/Rep. Terry S/Rep. Lang -motion to remove from the table the appropriation

M/Rep. Lang S/Rep. Littlefield – motion to approve \$111,300 using ARPA funds - \$110,600 for two vehicles and \$700 for the cleaning machine purchase for County Jail – unanimous

LEGAL MATTERS UPDATE

Rep. Silber – see attached

M/Rep. Silber S/Rep. Sylvia – motion to allow unredacted copies of invoices from Law Firm to the delegation only, to be kept in confidence and not be shared with the public – motion passes 16-2

Public Comment

Skip Murphy – under right to know request the public would be denied regarding above motion

Ruth Larson – received unredacted bills given to County Commissioners

LEGAL MATTERS

M/Rep. Bean S/Rep. Lang - to make unredacted legal bills available to the public – unanimous

M/Rep. O'Hara S/Rep. Trottier – to remove Rep. Sylvia and Rep. Silber due to financial malfeasance from positions of leadership

M/Rep. Comtois S/Rep. O'Hara – motion to table – motion passes 11-7

PUBLIC COMMENTS ON GUNSTOCK

Ruth Larson – please make known why you voted for the person you chose

Kevin Leandro – GAC is the board of directors, and it is the County taxpayers who own the mountain – Tom Day is the highest paid county employee. I am concerned about 91-A and would like to see someone on the board who understands it and looks out for the taxpayer

Senator Guida – the GAC is producing over \$10 million

Skip Murphy – I take great umbrage to the comment that the GAC is being dismantled – you are voting to put in a person regarding the law, we do not need another manager. You have the expertise on the ground and the GAC needs to be an oversight and not be too chummy with those on the ground. Gunstock sees itself as a business and not owned by the county taxpayers

Commissioner Kiedaisch – sustainability of Gunstock – I assured that Gunstock could stand on its own. Redefining the role of GM to President. Tom Day has worked brilliantly. The best testament to the taxpayer is when we do not come to the delegation. Strongly recommend that you put a business manager

Alex DeLuca – when picking a person tonight – maintenance – snow making – ski area background

Commissioner Strang – this is a night for the candidates – We should be talking about the candidates and not taking shots at the delegation. Gunstock is a public asset, and these are public dollars. I do not think it is proper for any Commissioner to advocate for any candidate.

Senator Guida – I did not say taxpayer dollars, I said public dollars

Closing Public Comments

INTERVIEW OF CANDIDATES

Cindy Creteau-Miller – NH native – lives in Meredith

Doug Lambert – 3rd generation of enjoying Gunstock – resides in Gilford since 1988

John Lowell – resident of Center Harbor

Mr. Doug Lambert was elected as the Commissioner of Gunstock with 11 votes

SALARIES

County Attorney, Sherriff, and Register of Deeds requesting a pay raise

M/Rep. O'Hara S/Rep. Trottier – motion to increase the pay of the Register of Deed, Sheriff, and County Attorney by 10% - motion passes 12 to 6

M/Rep. Terry S/Rep. Silber – adopt Roberts Rules of Order for the conduct of its, and each of the committees it may appoint, meetings; except, that it and any of its committees may waive its applicability by majority vote with the respect to matter(s) specified by such vote(s). Recognizing the complexity of the Rules, the Delegation and its committees shall 1) make a good faith effort to abide by its provisions, and 2) not be in consequential error if due to lacking in awareness of a provision(s) of the Rules. – unanimous

Adjourn 10:27 p.m.

REPORT ON LEGAL MATTERS PENDING BEFORE THE BELKNAP COUNTY CONVENTION

Committee of Investigations

In early summer of last year, the Convention appointed a Committee of Investigations pursuant to RSA 24:17 & 21:18.

Although initially composed of 5 representatives, after careful review of the applicable laws, it was determined that the committee could not be composed of more than 3 members, so the membership was adjusted. The current members of that committee are representatives Comtois, O'Hara & Silber.

The committee met on July 7, 2021 & August 23, 2021. The only business conducted was the unanimous vote on August 23 to engage counsel to represent the committee, and that engagement was effectuated.

Since then, the committee has been dormant.

Total legal fees and expenses incurred to date was \$120.00.

Gunstock Area Commission Litigation

On November 11, 2021, the law firm of Devine Millimet & Branch filed a suit in Belknap County Superiors Court, naming as the plaintiff the Gunstock Area Commission (the "GAC") and as the Defendant the Belknap County Convention.

The suit sought injunctions against the Convention in the nature of a temporary restraining order, a preliminary injunction and a permanent injunction, all of which sought to enjoin the Convention from removing from the GAC Commissioners Kiedaisch, McLear & Gallagher, notwithstanding that the enabling statute for Gunstock, passed in 1959, expressly grants to the Convention the power to appoint and remove commissioners.

Although brought in the name of the GAC, the suit actually sought to protect the status of three individual commissioners at the expense of the GAC.

As a result of the filing of that suit, the Convention voted to retain counsel to defend it at its meeting of November 16, 2021.

As an initial matter, the Court denied the request for a temporary restraining order without waiting for a response from counsel to the Convention.

Thereafter, and after the filing of various and sundry legal papers and briefs and the conduct of extensive oral argument, the Court denied the request for a preliminary injunction, noting that the removal power was expressly granted to the Convention by the enabling statute.

Further briefs and motions and replies to motions were filed, but ultimately after the composition of the GAC changed and it voted to discontinue and withdraw the suit, on March 1, 2022, Commissioner Ness sent an email to an individual believed to be the managing partner of the Devine Millimet firm advising and directing that firm to discontinue the lawsuit.

But the suit continued in active status until Commissioner Ness, newly elected as the chair of the GAC, sent a further notice to the Devine Millimet firm on March 24, 2022, directing it to discontinue the suit.

Finally, the Devine Millimet firm filed a motion for a voluntary nonsuit dismissing the case with prejudice on March 25, 2022, which was approved and ordered by the Court on March 28, 2022.

Legal Fees

Although copies of the Devine Millimet bills to the GAC were requested under RSA 91A, production of them was refused by its counsel on the grounds of a claim of privilege. But proof of payment by the GAC to that firm of

\$94,150.62 through the payment dated January 27, 2022 was provided.

It is reasonably assumed that the January 27 payment covered a bill for the month of December, so it is also reasonably assumed that additional bills and payments for the months of January, February and March will ultimately be discovered, with the estimated total legal fees of the GAC estimated to be in excess of \$100,000.

Legal fees and expenses incurred by the Convention in defense of the suit totaled \$40,827.50 for time charges incurred through February 28, 2022, with additional charges for the month of March to be determined. Of those sums, the County Commissioners have paid \$20,000, being the amount initially authorized and appropriated by the Convention in authorizing the engagement of counsel. Thus, the present balance due is \$20,827.50.

Motions

#1- In order for the members of the Convention to understand more fully the activities of counsel to the Convention in defense of the lawsuit, I hereby move that the Convention waive, on a strictly limited basis, whatever privilege that may attach to the billing statements of the Cleveland, Waters and Bass, P.A. law firm to the Convention for the sole purpose of providing unredacted copies of that firm's bills to the members of the Convention to allow members of the Convention to have pertinent information pertaining to possible further payments to that law firm, with the unredacted copies of such bills to be held in confidence and not to be disclosed by any member of the Convention without further action by the Convention.

Motion	Rep. Terry	
Second	Rep. Lang	
	remove from table	
	YES	NO
Rep.Howard	1	
Rep. Aldrich	1	
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang	1	
Rep. Littlefield	1	
Rep. Mackie	1	
Rep. O'Hara	1	
Rep. Ploszaj	1	
Rep. Silber	1	
Rep. Terry	1	
Rep. Trottier	1	
Rep. Varney	1	
Rep. Comtois	1	
Rep. Sylvia	1	
TOTALS	18	0

Motion	Rep. Lang	
Second	Rep. Littlefield	
	motion to approve \$111,300 using ARPA funds - \$110,600 for two vehicles and \$700 for the cleaning machine purchase for County Jail	
	YES	NO
Rep.Howard	1	
Rep. Aldrich	1	
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang	1	
Rep. Littlefield	1	
Rep. Mackie	1	
Rep. O'Hara	1	
Rep. Ploszaj	1	
Rep. Silber	1	
Rep. Terry	1	
Rep. Trottier	1	
Rep. Varney	1	
Rep. Comtois	1	
Rep. Sylvia	1	
TOTALS	18	0

Motion	Rep. Bean	
Second	Rep. Lang	
	to make unredacted legal bills available to the public	
	YES	NO
Rep.Howard	1	
Rep. Aldrich	1	
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang	1	
Rep. Littlefield	1	
Rep. Mackie	1	
Rep. O'Hara	1	
Rep. Ploszaj	1	
Rep. Silber	1	
Rep. Terry	1	
Rep. Trottier	1	
Rep. Varney	1	
Rep. Comtois	1	
Rep. Sylvia	1	
TOTALS	18	0

Motion	Rep.O'Hara	
Second	Rep. Trottier	
	to remove Rep Sylvia as Chair of the Delegation and Rep Silber as Chair of the Investigative Committee	
	YES	NO
Rep.Howard		
Rep. Aldrich		
Rep. Bordes		
Rep. Bean		
Rep. Harvey-Bolia		
Rep. Hough		
Rep. Johnson		
Rep. Lang		
Rep. Littlefield		
Rep. Mackie		
Rep. O'Hara		
Rep. Ploszaj		
Rep. Silber		
Rep. Terry		
Rep. Trottier		
Rep. Varney		
Rep. Comtois		
Rep. Sylvia		
TOTALS	0	0

Motion	Rep. Comtois	
Second	Rep. O'Hara	
	motion to table to removal Rep Sylvia and Rep Silber from leadership positions	
	YES	NO
Rep.Howard	1	
Rep. Aldrich		1
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang		1
Rep. Littlefield		1
Rep. Mackie		1
Rep. O'Hara	1	
Rep. Ploszaj	1	
Rep. Silber		1
Rep. Terry	1	
Rep. Trottier		1
Rep. Varney	1	
Rep. Comtois	1	
Rep. Sylvia		1
TOTALS	11	7

election of Gunstock Commissioner			
	Cindy Creteau-Miller	Doug Lambert	John Lowell
Rep.Howard		1	
Rep. Aldrich		1	
Rep. Bordes			1
Rep. Bean		1	
Rep. Harvey-Bolia		1	
Rep. Hough		1	
Rep. Johnson		1	
Rep. Lang	1		
Rep. Littlefield	1		
Rep. Mackie	1		
Rep. O'Hara	1		
Rep. Ploszaj		1	
Rep. Silber		1	
Rep. Terry		1	
Rep. Trottier	1		
Rep. Varney		1	
Rep. Comtois	1		
Rep. Sylvia		1	
TOTALS	6	11	1

Motion	Rep. Terry	
Second	Rep. Silber	
motion to increase the pay of the Register of Deed, Sheriff, and County Attorney by 10%		
	YES	NO
Rep. Howard		1
Rep. Aldrich		1
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia		1
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang	1	
Rep. Littlefield	1	
Rep. Mackie	1	
Rep. O'Hara	1	
Rep. Ploszaj		1
Rep. Silber	1	
Rep. Terry	1	
Rep. Trottier	1	
Rep. Varney	1	
Rep. Comtois		1
Rep. Sylvia		1
TOTALS	12	6

Motion	Rep. Terry	
Second	Rep. Silber	
	adopt Roberts Rules	
	YES	NO
Rep. Howard	1	
Rep. Aldrich	1	
Rep. Bordes	1	
Rep. Bean	1	
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Johnson	1	
Rep. Lang	1	
Rep. Littlefield	1	
Rep. Mackie	1	
Rep. O'Hara	1	
Rep. Ploszaj	1	
Rep. Silber	1	
Rep. Terry	1	
Rep. Trottier	1	
Rep. Varney	1	
Rep. Comtois	1	
Rep. Sylvia	1	
TOTALS	18	0

Meeting Minutes for the Delegation – May 03, 2022, at 6:30 p.m.

Rep. Sylvia called the Belknap County Delegation meeting to order at 6:30 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Aldrich, Rep. Bean, Rep. Bordes, Rep. Comtois, Rep. Harvey-Bolia, Rep. Hough, Rep. Lang, Rep. Littlefield, Rep. Mackie, Rep. O'Hara, Rep. Ploszaj, Rep. Silber, Rep. Sylvia, Rep. Terry, Rep. Trottier

Absent: Rep. Johnson, Rep. Varney, Rep. Trottier

Pledge: Rep. Aldrich

Attendance roll called

Rep. O'Hara – add approval of minutes to Agenda

Rep. Bean – to add his petition to New Business

Rep. Lang – to add petition regarding legal to New Business

Above approved

M/Rep. Harvey-Bolia S/Rep. Terry to approve minutes of April 12, 2022 – unanimous

Public Hearing

Commissioners to speak to supplemental appropriation – Gunstock Commissioners approved by a vote of 5 to 0 to accept the monies for paving the parking lot - numbers are not final for the paving of Gunstock parking lot – 2nd request Skylights for Nursing Home, was able to solicit 2 bids

Rep. O'Hara – how will paving the parking lot benefit all of the taxpayers – A. It is a magnet for tourism that benefits all the taxpayers

Who originated the request for the paving of Gunstock – Was it you Commissioner Spanos? Yes, I went to the Gunstock Commissioners.

What criteria did you use to come before us and put Gunstock at the top of the list? We are prioritizing Gunstock because of its value to the county.

How did you arrive at \$1.3 million? There was an estimate a few years ago. Is \$1.3 million your cap?

Rep. Bean – Q. Wouldn't it make more sense to invest in the lifts instead of the parking lot? A. they will be looking at that.

Rep Hough – Q. enabling act 399:14 – Do we have a completed budget to look at tonight? A. No

Rep Aldrich – Q. confused \$1.3 million, will that include the drainage that is necessary? A. it will be an additional expense

Rep. Howard – Q. Two bids for Nursing Home, did you give the company that submitted the lower bid a chance to rebid? A. they became completely uncooperative. Q. How many skylights? A. 12 Q. Several glass companies out there, were none of them interested in bidding on them. A. this is very specific work, in a highly sensitive area. Any company that does work for the nursing home, must either test their employees working onsite daily if they are not up to date on their COVID shots. They must also have air filters and partition off the places they are working. Q. Is this due to State or Federal Guidelines? A. Federal

Dr. Strang – GAC did not request this money; it was offered by the County Commissioners – the numbers we are talking about came from the County Commissioners and not the GAC.

ARPA money is not a gift it is an appropriation, it is not free money. How much ARPA money do we have left? Out of the \$12 million we are expecting we have about ½ of it left.

PUBLIC COMMENTS CLOSED

M/Rep. Silber S/Rep. Harvey-Bolia– I hereby move that the sum of \$1,300,000 from the ARPA funds be transferred forthwith by Belknap County in a single sum to the Gunstock Area Commission, to be utilized for the paving of the Gunstock parking lot under the following terms & conditions:

1. The monies shall be placed into a separate interest-bearing account by the GAC, to be disbursed in accordance with these conditions.
2. The GAC shall solicit & obtain not less than 3 bids or responses to RFPs from reputable engineering firms for providing appropriate engineering work regarding the parking lot paving project, and the GAC shall select one of those responsive bids or responses to RFPs to do the engineering work, to be paid for out of the ARPA funds in the separate account.
3. The GAC shall solicit & obtain not less than 3 bids or responses to RFPs from reputable paving contracting firms for providing appropriate paving of the parking lot, including any drainage and/or terracing required, and the GAC shall select one of those responsive bids or responses to RFPs to do the paving work, to be paid for out of the ARPA funds in the separate account.
4. If the total cost of the engineering and paving work is less than the \$1.3 Million placed in the separate account, the surplus funds shall be returned to Belknap County.
5. If the total cost of the engineering and paving work is more than the \$1.3 Million placed in the separate account, the deficit shall be paid for out of Gunstock funds or the GAC shall seek a supplemental appropriation for same.

M/Rep. O'Hara S/Rep. Bordes – motion to table – 9 to 6 – motion passes

M/Rep. Lang S/Rep. Hough – to appropriate \$381,000 of ARPA funds to replace 12 skylights in the County Nursing Home – unanimous

M/Rep. Lang S/Rep. Harvey-Bolia – appropriate up to \$1.3 million of ARPA funds for the purpose of engineering & paving of the Gunstock Area parking lot to be disbursed by the County Commissioners upon receipt of invoices from the GAC, and a request for payment by a majority vote of the GAC

Rep. Hough – per the enabling legislation I will be voting against this as we are not following the letter of the law.

M/Rep. Terry S/Rep. Aldrich – add to the previous motion “the way be clear” – motion fails

M/Rep. O'Hara S/Rep. Aldrich – motion to table – motion fails

M/Rep. Lang S/Rep. Harvey-Bolia – appropriate up to \$1.3 million of ARPA funds for the purpose of engineering & paving of the Gunstock Area parking lot to be disbursed by the County Commissioners upon receipt of invoices from the GAC, and a request for payment by a majority vote of the GAC – motion passes 10 to 5

NEW BUSINESS

M/Rep. Sylvia S/Rep. Silber – having appropriated a contingency fund to meet the cost of unanticipated expenses, and as authorized by RSA 24:13, II, we request the executive committee authorize the expenditure of an additional \$30k for payment to Cleveland, Water, and Bass, PA for legal services delivered – motion passes 8 to 7

M/Rep. Sylvia S/Rep. Aldrich – whereas the delegation needed to expend \$50k in defense of a suit brought by the GAC, the Belknap County Delegation requests reimbursement of said amount from the GAC

M/Rep. Bordes S/Rep. O'Hara – to table request of payment from GAC – motion fails

M/Rep. Terry S/Rep. Aldrich – move the question – motion passes

M/Rep. Sylvia S/Rep. Aldrich – having appropriated a contingency fund to meet the cost of unanticipated expenses, and as authorized by RSA 24:13, II, we request the executive committee authorize the expenditure of an additional \$30k for payment to Cleveland, Water, and Bass, PA for legal services delivered – motion passes 12 to 3

Rep. Bean is recognized to speak to his pledge – signed by 17 members of the delegation

M/Rep. Terry S/Rep. Aldrich – motion to put pledge into the record – unanimous

M/Rep. Lang S/Rep. O’Hara – limited review of the emails to be released that were mentioned in the Legal bills – motion fails 4 to 10

Control Group – has to do with attorney/client privilege

Adjourn 09:15 p.m.

Attendance 05.03.22			Gunstock Appropriation			Authorize \$30k for payment to law firm		
				YES	NO		YES	NO
Rep. Howard	y	1	Rep. Howard	1		Rep. Howard	1	
Rep. Aldrich	y	1	Rep. Aldrich		1	Rep. Aldrich	1	
Rep. Bean	y	1	Rep. Bean	1		Rep. Bean		1
Rep. Bordes	y	1	Rep. Bordes	1		Rep. Bordes		1
Rep. Harvey-Bolia	y	1	Rep. Harvey-Bolia	1		Rep. Harvey-Bolia		1
Rep. Hough	y	1	Rep. Hough		1	Rep. Hough	1	
Rep. Johnson	excused		Rep. Lang	1		Rep. Lang		1
Rep. Lang	y	1	Rep. Littlefield	1		Rep. Littlefield	1	
Rep. Littlefield	y	1	Rep. Mackie		1	Rep. Mackie		1
Rep. Mackie	unexcused/came in late		Rep. O'Hara		1	Rep. O'Hara		1
Rep. O'Hara	y	1	Rep. Ploszaj	1		Rep. Ploszaj		1
Rep. Ploszaj	y	1	Rep. Silber	1		Rep. Silber	1	
Rep. Silber	y	1	Rep. Terry	1		Rep. Terry	1	
Rep. Terry	y	1	Rep. Comtois		1	Rep. Comtois	1	
Rep. Trottier	excused		Rep. Sylvia	1		Rep. Sylvia	1	
Rep. Varney	excused		TOTALS	10	5	TOTALS	8	7
Rep. Comtois	y	1	Rep. Johnson	Excused		Rep. Johnson	Excused	
Rep. Sylvia	y	1	Rep. Trottier	Excused		Rep. Trottier	Excused	
TOTALS		0	Rep. Varney	Excused		Rep. Varney	Excused	

Authorization for Exec Committee		
	YES	NO
Rep. Howard	1	
Rep. Aldrich	1	
Rep. Bean	1	
Rep. Bordes		1
Rep. Harvey-Bolia	1	
Rep. Hough	1	
Rep. Lang	1	
Rep. Littlefield		1
Rep. Mackie	1	
Rep. O'Hara		1
Rep. Ploszaj	1	
Rep. Silber	1	
Rep. Terry	1	
Rep. Comtois	1	
Rep. Sylvia	1	
TOTALS	12	3
Rep. Johnson	Excused	
Rep. Trottier	Excused	
Rep. Varney	Excused	

LIMITED RELEASE OF EMAILS			
	YES	NO	
Rep. Howard		1	
Rep. Aldrich		1	
Rep. Bean	1		
Rep. Bordes	1		
Rep. Harvey-Bolia		1	
Rep. Hough		1	
Rep. Lang	1		
Rep. Littlefield		1	
Rep. Mackie			LEFT EARLY
Rep. O'Hara	1		
Rep. Ploszaj		1	
Rep. Silber		1	
Rep. Terry		1	
Rep. Comtois		1	
Rep. Sylvia		1	
TOTALS	4	10	
Rep. Johnson	Excused		
Rep. Trottier	Excused		
Rep. Varney	Excused		

Meeting Minutes for the Executive Committee – May 03, 2022, at 9:23 p.m.

Chair Howard called the Belknap Executive committee meeting to order at 9:23 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Howard, Rep. Comtois, Rep. Sylvia, Rep Silber, Rep. Aldrich

M/Rep Silber S/Rep Sylvia – motion to approve minutes of 01.25.22 and 01.26.22 - unanimous

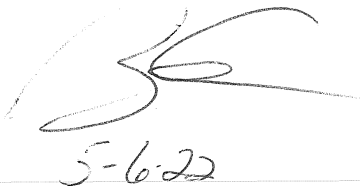
TAN REQUEST

County Treasurer, Michael Muzzey – see Memo with history and Cash Flow forecast

M/Rep. Sylvia S/Rep. Aldrich authorize the County Treasurer to borrow up to \$10 million dollars - unanimous

M/Rep. Sylvia S/Rep. Comtois – motion to table Q1 budget review - unanimous

Adjourned at 9:35 p.m.



Handwritten signature and date: 5-6-22

Meeting Minutes for the Executive Committee – May 23, 2022, at 6:35 p.m.

Chair Howard called the Belknap Executive committee meeting to order at 6:35 p.m. on the above date at 34 County Drive, Laconia, NH.

In attendance: Rep. Howard, Rep. Comtois, Rep. Sylvia, Rep Silber

Absent: Rep. Aldrich

Pledge: Rep Silber

M/Rep Silber S/Rep Sylvia – motion to approve minutes of 05.03.22 – unanimous

Housing market is starting to cool due to prime interest rates increases.

Court Security revenue line – not sure why it is running behind, but it shouldn't affect budgeted amount – maybe they are not working as much was anticipated.

Too early for estimate from HHS recoveries – need to speak to folks in finance

Program fees for Restorative Justice have been cut in ½ - assumption is that he does not have the traffic anticipated. He also does a lot of work in the schools and not sure how that is working, or amount received from that source.

Nursing Home

Status of NH – 56 residents with full capacity being 94

Status of skylight replacement project – waiting on architecture and materials are 12 to 14 weeks out

Revenues are based on 4 months

How do we determine private pay beds vs other beds? Not sure

EXPENDITURES

Health insurance has a surplus in a lot of line items, is it due to a change in personnel? Nursing home employees have reached 9 that have opted off the insurance and therefore the opt-off amount has increased, from \$1500 to \$4,000 or \$6,000 (not sure of exact amount)

If new cost items are accepted for September 1, 2022, see proposed wage scale on worksheet.

New wage scale can only work if there is a COLA instituted. Unions will not negotiate without COLA's. Unions are currently under contract. Two are up Dec 31, 2022, and Dec 31, 2023.

New facilities manager – Jim Boyle – Dustin went to Merrimack County.

Sheriff Department - Grant opportunities – haven't seen any grant money. – Sherriff is struggling to keep dispatchers. He is down to 3.

Communication project is underway.

Corrections department is having staff shortages again. – Core supplies/Program Costs are low. Pre-trial numbers are going down. We are at approximately 65% capacity; a surge is expected with motorcycle weekend and concert venue going into full swing.

Do we have the ability to take in overflow from other counties?

Capital project is mostly the generator. Are we supposed to get a rebate from the generator project? They have just poured the pad.

NH Admin – Bed tax can make or break us.

NH Rehab FT wages – does not matter if they are working in another department, there wages are getting charged to this cost item. – Line item that should be affected is NH – Nursing FT wages.

NH Nursing Services – Contracted Nursing Services – what is this so high? The real problem is that they are so expensive, that the staffing agencies are having bidding wars. Having difficulty finding part-time nurses and as a result need to rely on Contracted nursing services.

Commissioners want a more detailed look at this department at their next meeting.

NH Laundry – 3 women are also working in other areas, but cost item is not being allocated.

All part-time positions in NH Housekeeping are vacant.

NH had 4 more staff members tested positive this week.

NH Activities – 4 aides and 1 Director

Cannot find a part-time hairdresser

M/Rep Silber S/Rep Sylvia – appropriate and pay the sum of \$30,000 from contingency. RSA24:13 II – unanimous

Public Comment - Jon Decker from LDS

Announcement – County Commissioners have moved meeting dates to 1st and 3rd Monday at 5:15 p.m.

Adjourned at 8:00 p.m.

Belknap County Delegation Meeting Minutes
Aug 1, 2022 at 7:00 PM- Emergency Meeting
Gunstock Mountain Lodge

The meeting was called to order at 7:00 PM by Rep. Bean, who noted that this was an emergency meeting and then led the Pledge of Allegiance.

Bean stated that the Delegation would not be taking public comments during the meeting.

Motion: Hough to appoint Harvey-Bolia as acting secretary.

Second: Bordes

No discussion

Vote: 9 Yes, 0 No - Motion PASSED

Motion: Rep. Hough motioned to allow Rep. Lang to participate remotely.

Second: O'Hara

No discussion

Vote: 9 Yes, 0 No - Motion PASSED

Harvey-Bolia called the roll.

Members in attendance: Reps Bean, Hough, Harvey-Bolia, Lang (electronically), Ploszaj, O'Hara, Bordes, Littlefield, Trottier, and Mackie

Absent: Sylvia, Aldrich, Silber, Comtois, Johnson, Terry, Varney

Rep. Bean verified that ten members are present, constituting a quorum of the Delegation.

Motion: Hough to appoint Harry Bean acting chair

Second: Ploszaj

No discussion

Vote: 10 Yes, 0 No – Motion PASSED

Motion: Littlefield to appoint Hough as acting vice-chair

Second: O'Hara

No discussion

Vote: 10 Yes, 0 No Motion PASSED

Motion: Hough to move to change the order of the agenda to 1: Accept the resignation of Gunstock Area Commissioners Ness and Kiedaisch. 2. To appoint a new commissioner to the GAC, and 3. Any other urgent business required to open Gunstock Mountain Resort.

Second: Littlefield

No discussion

Vote: 10 Yes, 0 No- Motion PASSED

Motion: Hough to accept the resignations of Commissioners Ness and Kiedaisch.

Second: Trottier

Belknap County Delegation Meeting Minutes
Aug 1, 2022 at 7:00 PM- Emergency Meeting
Gunstock Mountain Lodge

No Discussion

Vote:10 Yes, 0-No – Motion PASSED

Hough motions To Appoint a new Gunstock Area Commissioner to the GAC, the appointment to expire in Nov, 2023. The process will be explained by Rep. Bean.

Second: O'Hara

No discussion.

Vote: 10 Yes, 0- No – Motion PASSED

Rep. Bean explained that applicants had two minutes to deliver a speech to the Delegation. Votes will be taken after the speeches. The Delegation called upon the following applicants for Gunstock Commissioner:

Michael Newhall- not present.

Dan Calmurton- not present

Denise Conroy- Ms. Conroy of Alton made a brief presentation and answered questions of a general nature from the delegation. Conroy disclosed that her husband is a ski instructor at Gunstock. She is new to the area but she has extensive experience in marketing.

Rick Hassler- Mr. Hassler made a brief presentation and answered questions of a general nature from the delegation. Mr. Hassler said he does not know the upper management.

Michelle Cardona-Flanders-not present

Angelo Farruggia- made a brief presentation and answered questions of a general nature from the delegation. He stated he does not have any ties to Gunstock employees.

Chuck Mitchell-not present

Charles Bradford-not present

Bob Durfee - made a brief presentation and answered questions of a general nature from the delegation. He is a former Gunstock Area commissioner. Durfee is an engineer and works on Dubois and King engineering projects. He is the lead structural engineer and has recused himself when appropriate during past GAC votes.

John Lowell- of Center Harbor, made a brief presentation and answered questions of a general nature from the delegation.

Andrew Howe- of Gilford, a groomer at Gunstock made a brief presentation and answered questions of a general nature from the delegation. He has known Tom Day for over 30 years.

Dick Tapply- former Gunstock Manager, made a brief presentation and answered questions of a general nature from the delegation. He withdrew his application due to a conflict of interest.

Belknap County Delegation Meeting Minutes
Aug 1, 2022 at 7:00 PM- Emergency Meeting
Gunstock Mountain Lodge

Votes were taken by roll call for the GAC appointment:

5 votes for D. Conroy

4 votes for Durfee

1 vote for John Lowell

Round 2:

7 votes for Denise Conroy

3 votes for B. Durfee

Rep. Bean swore in Denise Conroy as the new Gunstock Area Commissioner. A notary public stamped her appointment paperwork.

Motion: Hough moved to accept David Strang's resignation from the Gunstock Areas Commission.

Second: Trottier seconded.

Discussion: Hough explained that during the GAC meeting of July 31, 2022, Comm. Strang stated that he would resign under the condition that the GAC had a quorum with which to do their business. Hough added that with the appointment of a new GAC Commissioner, the condition of resignation is fulfilled and Strang's resignation could be accepted.

Roll call vote: 9 Yes, 1 No, Motion PASSED.

Rep. Bean recognized Littlefield for a statement. Littlefield made a general statement commending those who worked for a resolution in the struggle to re-open Gunstock.

Rep. Bean made a statement of appreciation to Delegation members and Gunstock staff for their work.

Motion: Hough moved to adjourn.

Second: Trottier

Vote: Yes- Unanimous voice vote

A true copy, I attest.

Rep. Juliet Harvey-Bolia, Secretary

Belknap County Delegation Meeting Minutes
Sept. 1, 2022 at 9:00 AM
Belknap County Complex

The meeting was called to order at 9:03 AM by Rep. Sylvia. The Pledge of Allegiance was recited.

Members in attendance: Reps Sylvia, Comtois, Silber, Johnson, Terry, Bean, Hough, Lang, Ploszaj, O'Hara, Bordes, Littlefield, Trottier, Harvey-Bolia, and Mackie

Motion: Lang to amend the agenda: approve minutes, ratify the votes and actions of the Aug 1, and new line underneath supplemental to add other business, discussion of vacancies in leadership, public comment limited

Second: Hough

Motion **PASSED**, 9-5.

May 3rd minutes, **PASSED**

Motion: Lang to approve Aug 1st minutes

Second:

Discussion:

Split vote. **PASSED**

Chair Sylvia resigned from his position as Chair, noting that the delegation needs to be led by someone other than himself.

Lang nominated Rep. Bean as Chair

Second: Bordes

Silber nominated Rep. Comtois.

Bean took the position of Chair after a 9-5 roll call vote.

Votes for Bean: Lang, Bordes, O'Hara, Littlefield, Trottier, Mackie, Hough, Bean, Ploszaj

Votes for Comtois: Comtois, Silber, Sylvia, Johnson, Terry

Harvey-Bolia joined the meeting.

Lang nominated Harvey-Bolia for the position of clerk.

Second: Trottier

Discussion: Silber nominated Terry for clerk. Terry declined the nomination.

Vote: Nomination **PASSED** unanimously.

Motion: Lang to adopt the August 1 minutes.

Second: Hough

Discussion: Sylvia disputed the legality of the August 1 meeting. Comtois stated that the legality of the meeting is pending. Lang stated that voting to approve the minutes is appropriate and that he would like to amend the minutes to include a note that Ploszaj was the one "no vote" for the item pertaining to Comm. Strang's resignation. Ploszaj

Belknap County Delegation Meeting Minutes
Sept. 1, 2022 at 9:00 AM
Belknap County Complex

stated that he would like the record to show he voted “no, with regrets.” A general discussion regarding the nature of Strang’s resignation ensued.

Motion: Terry moves the question

Second: Harvey-Bolia

Vote on moving the question: **PASSED** by those in attendance at the Aug 1st meeting.

Vote on approval of Aug 1 minutes: **PASSED** on a voice vote. Abstaining: Sylvia, Comtois, Johnson, Terry

Motion: Lang to ratify actions of the August 1 meeting

Second: Littlefield

Discussion: Lang stated that this vote will restrict liability of county. Courts will determine legality of meeting. Sylvia called into question the “emergency” designation of the meeting. Sylvia made allegations of impropriety and suggested there was a possibility of further charges. Lang stated he had accepted a \$100 campaign donation from Tom Day before the emergency at Gunstock had happened. He said there were several issues that called for an emergency meeting: Soulfest was happening within a few days’ time, Gunstock’s insurance company was threatening to pull coverage and action had to be taken to protect the county asset.

Motion: Lang to move the question.

Second: O’Hara

Discussion: Johnson objected to the motion and left the meeting.

Vote on moving the question: 9 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O’Hara, Trottier), 5 No (Comtois, Ploszaj, Silber, Sylvia, Terry), Motion **PASSED**.

Vote on ratification: 9 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O’Hara, Trottier), 5 No (Comtois, Ploszaj, Silber, Sylvia, Terry), Motion **PASSED**.

Consider Cost items: County Administrator Shackett introduced the proposed increases in the new wage scale. A general discussion ensued.

Public comment:

Keith Judge, Teamsters for the Sherriff’s Dept, spoke in favor of the wage increases.

Neil Smith, union rep for the county employees, spoke in favor of the wage increases.

Austin Hall, Dept of Correction employee, spoke in favor of the wage increases for the sake of retention.

Motion: Lang to approve all cost items

Second: Littlefield

Discussion: Trottier declared a conflict but intends to vote.

Vote: 11 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O’Hara, Trottier, Silber, Ploszaj), 3 No (Comtois, Sylvia, Terry), Motion **PASSED**.

Chairman Bean opened a public hearing on the supplemental appropriation.

Belknap County Delegation Meeting Minutes
Sept. 1, 2022 at 9:00 AM
Belknap County Complex

Each of the 13 requests for supplemental appropriations were reviewed. Department heads answered pertinent questions. Comm. Spanos stated that the ARPA funding sunsets in December of 2024 and that all items have been thoroughly vetted.

Silber asked about Project #34, the Belknap Mill HVAC. The Belknap Mill is not owned by the County, but a non-profit. Silber stated that the Belknap County Republican County was told they needed to personally guarantee indemnification if they wanted to use the mill space for an event. Peter Karagianis, Board of Directors for the Mill, stated that the Mill has new staff and policies about space rental have been cleared up.

Marv Everson, Laconia Municipal Airport Manager spoke to Project #51, stating that the airport receives DART and Angel flights. Emergency and life/safety improvements such as a backup generator and lights are therefore needed.

Alan Beetle, co chair of the WOW Trail organization discussed the history of the trail. Bordes brought up abutter concerns and safety issues. Beetle stated that he shared his concerns, but emergency vehicles can access the trail loop. The WOW organization pays for trail maintenance, trash removal, etc.

Lois Kessin, Laconia, spoke in favor of the Mill funding.
Ann Parker, Gilford, spoke in favor of the WOW funding.
Pauline Tessier, Belmont, had a question about funding details.

Silber left the meeting at 11:20 (excused.)

Motion: Harvey-Bolia to vote on all ARPA projects in one motion.

Second: O'Hara

Discussion: Members had concerns about a few cost items. Comtois offered the following amendment: to move only project #s 24, 13, 25, 27, 14, 31, 47, and 56. Total funding \$322,000.

Harvey-Bolia and O'Hara were agreeable to the amendment.

Vote: Unanimous Yes. Motion **PASSED**.

Motion: Lang to approve Project #51 (Airport) \$31,900.

Second: Hough

Discussion: None

Vote: 12 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O'Hara, Trottier, Ploszaj, Comtois, Terry), 1 No (Sylvia), Motion **PASSED**.

Motion: Lang to approve Project #55 (Phones) \$30,000

Second: Littlefield

Discussion: Lang spoke in favor of the motion.

Vote: 12 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O'Hara, Trottier, Ploszaj, Sylvia, Terry), 1 No (Comtois), Motion **PASSED**.

Belknap County Delegation Meeting Minutes
Sept. 1, 2022 at 9:00 AM
Belknap County Complex

Motion: Lang to approve Project #34 (Belknap Mill) \$100,000

Second: Littlefield

Discussion: Lang spoke in favor of the motion.

Vote: 13 Yes (Bean, Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O'Hara, Trottier, Silber, Ploszaj, Terry), 2 No (Sylvia, Comtois), Motion **PASSED**.

Motion: Lang to approve Project #52 (WOW Trail) \$100,000

Second: Littlefield

Discussion: Lang spoke in favor of the motion. Bean concerned about abutters.

Vote: 10 Yes (Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O'Hara, Trottier, Ploszaj, Terry), 3 No (Sylvia, Comtois, Bean), Motion **PASSED**.

Comtois left the meeting (excused.)

Motion: Lang to approve Project #7 (Tuition Reimb.) \$10,000

Second: Bordes

Discussion: Lang spoke in favor of the motion. Shackett clarified that she will receive no pay increase, she passed all the coursework with high honors.

Vote: 10 Yes (Bordes, Harvey-Bolia, Lang, Littlefield, Hough, Mackie, O'Hara, Trottier, Ploszaj, Terry), 1 No (Sylvia), Motion **PASSED**.

Lang nominated Hough for Vice Chair of the Delegation.

Second: Mackie

Discussion: Trottier nominated Lang as Vice Chair.

Motion: Terry to close the nominations

Second: O'Hara

Vote: 5 votes for Lang, 4 votes for Hough. 3 voting present. **LANG** is appointed Vice-chair.

The meeting was adjourned.

A true copy, I attest.

Rep. Juliet Harvey-Bolia, Clerk



Belknap County Delegation Meeting Minutes
October 13, 2022 at 6:30 PM
Belknap County Complex

Rep. Lang called the meeting to order at 6:45 PM. Trottier led the Pledge of Allegiance.

Members present: Reps Lang, Harvey-Eolia, O'Hara, Bordes, Bordes, Littlefield, Trottier, Mackie, Hough, Plosjaz, Terry, Silber, Johnson, Comtois

Absent: Bean (excused), Sylvia, Aldrich, Varney

Rep. Lang acted as chairman in Rep. Bean's absence.

Approve minutes of the Sept. 1 2022 Meeting:

Motion: O'Hara

Second: Littlefield

Discussion: Comtois suggested adding roll call names to recorded votes and clarifying references to nominations

Vote: with suggested changes- **PASSED** by voice vote

Consider cost items:

Comm. Spanos addressed the cost items and stated that the wage increases were essential for employee retention. The wage increases include several vacant positions in addition to currently-filled positions. Shackett stated that the state had given \$10,000 bonuses to employees and that Belknap County should be competitive. Adam Cunningham, Jail Superintendent, stated that applicants for corrections jobs have been scarce. The state prison starts their employees at \$22/hour, which is more than the Belknap County rate. Cunningham referred to correction department employees which were in attendance at the meeting and discussed the difficulties of retention in a competitive workplace and the extra overtime that is needed to staff the jail which results in the denial of breaks to staff. Comtois questioned the negative impact the raises will have. The raises may result in the taking of staff from other facilities. Cunningham stated that the inmate level is at a historic low, in part due to inmates being sent to state facilities and concert season has ended. Shackett noted that the 3.6% merit increase is an all-or-nothing increase per employee. Cunningham spoke of the "war on law enforcement" as a cultural reality that is having a negative impact on retirement.

Lang opened the item up for public comment.

Mellissa Brace, a jail employee, spoke in favor of the wage increase citing the high cost of living and wage offers from other facilities.

Ben Dow, an employee from Laconia, spoke in favor of the wage increases.

Motion: Trottier to adopt and approve the cost items as proposed

Second: Bordes

Discussion: Comtois stated she was torn due to harsh economic factors.

Vote:

Yes- Bordes, Comtois, Harvey-Bolia, Littlefield, Mackie, O'Hara, Ploszaj, Terry, Trottier, Hough, Johnson, Lang

Page 1 of 2

Belknap County Delegation Meeting Minutes
October 13, 2022 at 6:30 PM
Belknap County Complex

No-Silber. Motion **PASSED**

Gunstock Commissioner vacancies- schedule timeline for advertising:

Lang motioned to advertise the position starting on the second week in November for 4 weeks, without objection. None noted.

Other business: None

Adjournment: Approximately 8pm.

A handwritten signature in cursive script, reading "Juliet Harvey-Bolia". The signature is written in dark ink and is positioned above the attestation text.

A true copy, I attest.
Rep. Juliet Harvey-Bolia, Secretary

Supplemental Cost of CBA

	2022	2023	
	Wage Increase	Status Quo	Wage Increase
Wages		1,211,205	1,479,879
5% cola		45,709	55,849
3.6% merit		22,599	27,627
New wage scale	46,935		
Payroll Taxes	681	990	1,210
Retirement	15,902	22,255	27,196
TOTAL COST	63,517	1,302,758	1,591,762
SAVINGS/(COST)=	(63,517)		(289,004)

2022 (63,517)

2023 (289,004)

TOTAL COST (352,521}

Delegation Meeting – December 12, 2022

CALL TO ORDER - Presiding Officer Bean
6:30pm @ Belknap County Complex

QUORUM CALL - Harvey-Bolia

Roll Called - **Quorum Present**

<i>Representative</i>	<i>Present</i>	<i>Absent</i>
<i>Harry Bean</i>	X	
<i>Richard Beaudoin</i>	X	
<i>Steven Bogert</i>	X	
<i>Mike Bordes</i>	X	
<i>Matthew Coker</i>	X	
<i>Barbara Comtois</i>	X	
<i>Russell Dumais</i>	X	
<i>Juliet Harvey-Bolia</i>	X	
<i>David Huot</i>	X	
<i>Nikki McCarter</i>	X	
<i>David Nagel</i>	X	
<i>Travis O'Hara</i>	X	
<i>Thomas Ploszaj</i>	X	
<i>Lisa Smart</i>	X	
<i>Charlie St. Clair</i>		X
<i>Paul Terry</i>	X	
<i>Douglas Trottier</i>	X	
<i>Peter Varney</i>		X
Count	16	2

MOTION

Add 'other business' at the end of the agenda by O'Hara
Chair Ordered without Objection - **NO OBJECTION**

MOTION

Approval of prior minutes by Bordes
Objection to missing cost items - Admin to add cost items

TABLE MOTION

Approval of minutes till next meeting by Bogert
Voice vote - **TABLED TO NEXT MEETING**

NAGEL JOINED

ELECTION OF OFFICERS

Discussion on the ballot process and the legality of the process was clarified
Discussion on how a "present" vote would impact a majority
Chair ruled without objection that a majority of a quorum necessary; a quorum must vote
"yea" or "nay" for the vote to be an official count - **NO OBJECTION**

ELECTION OF CHAIRPERSON

Harvey-Bolia nominated Bean

MOTION

Close nominations by Terry

SECOND

Huot

Voice vote – **PASSED**

St. Claire joined via Zoom

CHAIR ORDER WITHOUT OBJECTION - **NO OBJECTION**

Allow St. Claire to participate remotely
All votes require roll call due to remote participation

Roll call vote - **Bean Elected to Chairperson** (15-2)

<i>Representative</i>	<i>Bean</i>	<i>Abstain</i>
Harry Bean	X	
Richard Beaudoin	X	
Steven Bogert	X	
Mike Bordes	X	

Matthew Coker	X	
Barbara Comtois		X
Russell Dumais	X	
Juliet Harvey-Bolia	X	
David Huot	X	
Nikki McCarter	X	
David Nagel	X	
Travis O'Hara	X	
Thomas Ploszaj	X	
Lisa Smart	X	
Charlie St. Clair	X	
Paul Terry		X
Douglas Trottier	X	
Count	15	2

ELECTION OF VICE-CHAIRPERSON

Bordes nominated by Trottier

Harvey-Bolia nominated by O'Hara

MOTION

Close nominations by Huot

Voice vote - **PASSED**

Roll call vote - **Bordes Elected to Vice-Chairperson (7-5-5)**

<i>Representative</i>	<i>Bordes</i>	<i>Harvey-Bolia</i>	<i>Abstain</i>
Harry Bean		X	
Richard Beaudoin	X		
Steven Bogert	X		
Mike Bordes	X		
Matthew Coker	X		
Barbara Comtois			X

Russell Dumais	X		
Juliet Harvey-Bolia		X	
David Huot	X		
Nikki McCarter		X	
David Nagel			X
Travis O'Hara			X
Thomas Ploszaj		X	
Lisa Smart		X	
Charlie St. Clair			X
Paul Terry			X
Douglas Trottier	X		
Count	7	5	5

ELECTION OF CLERK

O'Hara nominated by Trottier
Second by Bogert

MOTION

Close nominations by Bogert

SECOND

Trottier

Voice vote - **PASSED**

Roll call vote - **O'Hara Elected to Clerk (13-4)**

<i>Representative</i>	<i>O'Hara</i>	<i>Abstain</i>
Harry Bean	X	
Richard Beaudoin	X	
Steven Bogert	X	
Mike Bordes	X	
Matthew Coker	X	
Barbara Comtois		X

Russell Dumais	X	
Juliet Harvey-Bolia	X	
David Huot	X	
Nikki McCarter		X
David Nagel	X	
Travis O'Hara	X	
Thomas Ploszaj	X	
Lisa Smart		X
Charlie St. Clair	X	
Paul Terry		X
Douglas Trottier	X	
Count	13	4

ELECTION OF EXECUTIVE MEMBER (1)

St. Claire nominated by Comtois

Coker nominated by O'Hara

MOTION

Close nominations by O'Hara

Voice vote - **PASSED**

MOTION

Rescinded the motion to close nominations by Terry

Voice Vote - **PASSED**

St. Claire withdrew

Huot nominated by Coker

MOTION

Close nominations by Terry

Voice vote - **PASSED**

Roll call vote - **Huot Elected to Executive Committee (10-7)**

<i>Representative</i>	<i>Coker</i>	<i>Huot</i>
Harry Bean	X	
Richard Beaudoin	X	

Steven Bogert	X	
Mike Bordes	X	
Matthew Coker		X
Barbara Comtois		X
Russell Dumais		X
Juliet Harvey-Bolia	X	
David Huot		X
Nikki McCarter		X
David Nagel		X
Travis O'Hara	X	
Thomas Ploszaj		X
Lisa Smart		X
Charlie St. Clair		X
Paul Terry		X
Douglas Trottier	X	
Count	7	10

ELECTION OF EXECUTIVE MEMBER (2)

Coker nominated by Bordes

Terry nominated by Comtois - Terry declined

Bogert nominated by Harvey-Bolia

Harvey-Bolia nominated by O'Hara

MOTION

Close nominations by Terry

SECOND

Trottier

Voice vote - **PASSED**

Roll call vote - **Harvey-Bolia Elected to Executive Committee (9-4-1-3)**

<i>Representative</i>	<i>Coker</i>	<i>Bogert</i>	<i>Harvey-Bolia</i>	<i>Abstain</i>
Harry Bean			X	

Richard Beaudoin	X			
Steven Bogert		X		
Mike Bordes	X			
Matthew Coker	X			
Barbara Comtois				X
Russell Dumais			X	
Juliet Harvey-Bolia			X	
David Huot			X	
Nikki McCarter			X	
David Nagel				X
Travis O'Hara			X	
Thomas Ploszaj			X	
Lisa Smart			X	
Charlie St. Clair	X			
Paul Terry				X
Douglas Trottier			X	
Count	4	1	9	3

BUDGET PRESENTATION

Commission presented their proposed budget (see attachments)

Public comment

Dean Anderson, Laconia Board of Supervisors of Belknap County Conservation District (BCCD) - Requesting an increase of 8.7% for BCCD due to inflation rates

Lisa Moore, Laconia Executive Director of BCCD - Explained the leverage they can have with the money from the county; \$18 for every \$1 from grants

Deb Walker, Meredith, citizen - Expressed concern around mental health and the funding needed for it

Jada Lindblom, UNH Co-Op - Explained the different services provided by the Co-Op

BUDGET PROCESS

Chair proposed using 3 groups, encompassing the whole delegation in the budgeting process

MOTION

Table discussion on the budget process till the next meeting by St. Clair

Roll call - **PASSED** (17-0)

<i>Representative</i>	<i>Yea</i>	<i>Nay</i>
Harry Bean	X	
Richard Beaudoin	X	
Steven Bogert	X	
Mike Bordes	X	
Matthew Coker	X	
Barbara Comtois	X	
Russell Dumais	X	
Juliet Harvey-Bolia	X	
David Huot	X	
Nikki McCarter	X	
David Nagel	X	
Travis O'Hara	X	
Thomas Ploszaj	X	
Lisa Smart	X	
Charlie St. Clair	X	
Paul Terry	X	
Douglas Trottier	X	
Count	17	0

RULES OF THE DELEGATION

The Belknap County Delegation adopts Robert's Rules of Order ("the Rules") for the conduct of its, and each of the committees it may appoint, meetings; except, that it and any of its committees may waive its applicability by majority vote with respect to matter(s) specified by such vote(s). Recognizing the complexity of the Rules, the Delegation and its committees shall 1) make a good faith effort to abide by its provisions, and 2) not be in consequential error if due to lacking in awareness of a provision(s) of the Rules.

Chair explained that he has spoken with an attorney and got the clarification that the rules from the prior delegation remain in effect due to there being no "sunset" date set for the rules. - **NO OBJECTION**

GUNSTOCK AREA COMMISSION

It was noticed that the posting for the Gunstock Area Commission vacancies was improperly worded.

MOTION

Repost request for GAC applications until January 9 for citizens to continue and have interviews on Jan 18 @ 6:30 pm by Terry

Roll call vote - **PASSED** (16-1)

<i>Representative</i>	<i>Yea</i>	<i>Nay</i>
Harry Bean	X	
Richard Beaudoin	X	
Steven Bogert		X
Mike Bordes	X	
Matthew Coker	X	
Barbara Comtois	X	
Russell Dumais	X	
Juliet Harvey-Bolia	X	
David Huot	X	
Nikki McCarter	X	
David Nagel	X	
Travis O'Hara	X	
Thomas Ploszaj	X	

Lisa Smart	X	
Charlie St. Clair	X	
Paul Terry	X	
Douglas Trottier	X	
Count	16	1

OTHER BUSINESS

MOTION

Have Cleveland, Waters and Bass (CWB) prepare a package of all communications related to the case between Belknap County Delegation and Gunstock Area Commission by O'Hara

TABLE MOTION

O'Hara motion till next meeting by Terry

Roll call vote- **PASSED** (11-6)

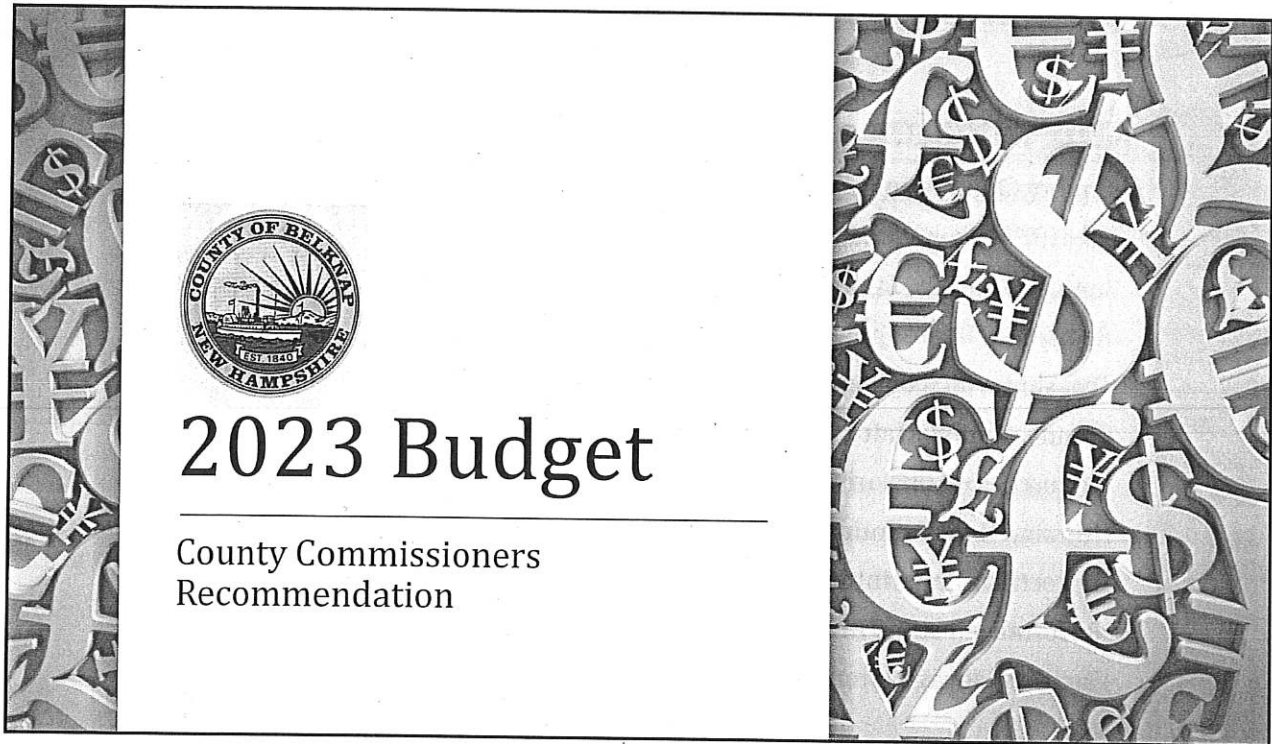
<i>Representative</i>	<i>Yea</i>	<i>Nay</i>
Harry Bean	X	
Richard Beaudoin	X	
Steven Bogert	X	
Mike Bordes		X
Matthew Coker		X
Barbara Comtois	X	
Russell Dumais		X
Juliet Harvey-Bolia		X
David Huot	X	
Nikki McCarter	X	
David Nagel	X	
Travis O'Hara		X
Thomas Ploszaj	X	

Lisa Smart	X	
Charlie St. Clair	X	
Paul Terry	X	
Douglas Trottier		X
Count	11	6

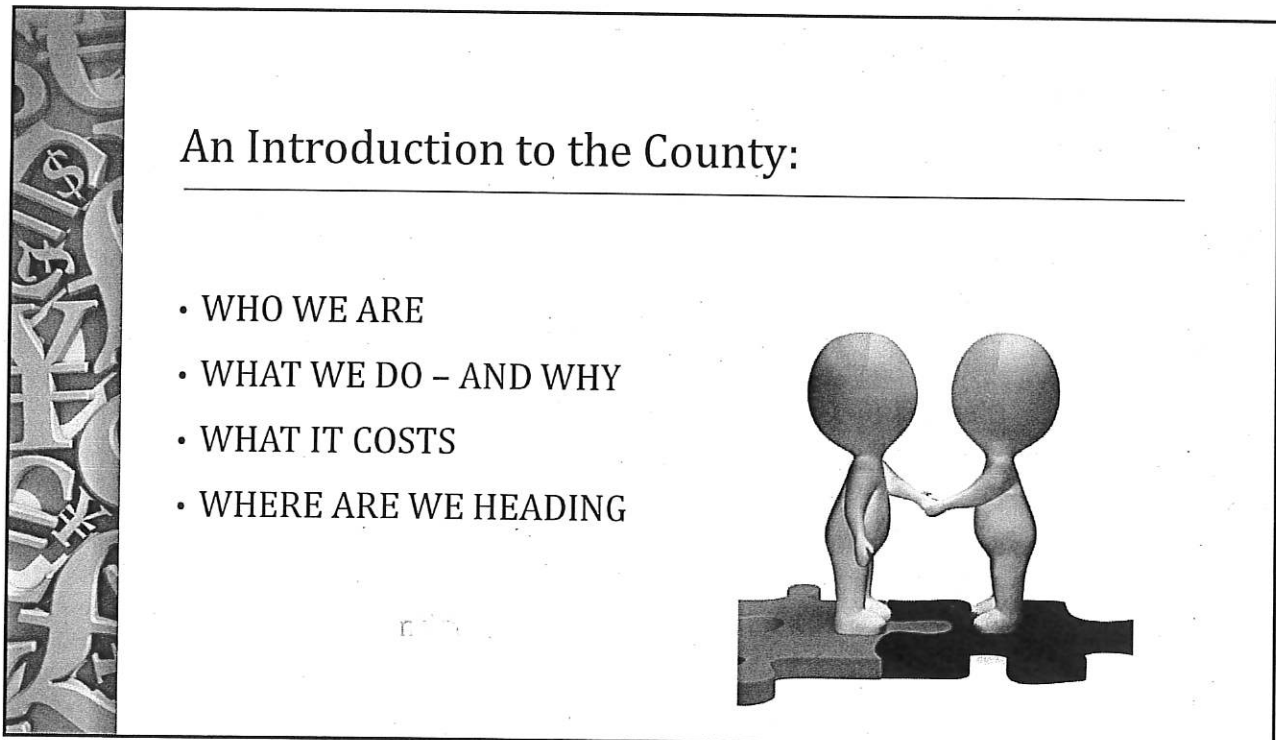
Adjourn 8:36pm

Respectfully Submitted,

Travis O'Hara, Clerk



1



2

Introductions:

County Commissioners (and Commissioner Elect)

Sheriff, William Wright

County Attorney, Andrew Livernois

Register of Deeds, Judy McGrath

Treasurer, Michael Muzzey

County Administrator & HR Director, Debra Shackett

Finance Director, Lori Sharp

Nursing Home Administrator, Shelley Richardson

Corrections Superintendent, Adam Cunningham

Restorative Justice Director, Mike MacFadzen

Facilities Manager, Jon Bossey

3

The Budget

	2022	2023	
	Budget	Budget	Change
Operating Expense	31,378,388	33,446,876	6.6%
ARPA Funding	5,277,782	793,920	
Operating Revenue	13,792,141	12,336,810	-10.6%
ARPA Funding	5,277,782	793,920	
Fund Balance Applied	2,000,000		-100.0%
Total Revenue	15,211,141	13,130,730	-13.7%
To be Raised by Taxes	15,586,247	21,110,066	35.4%

4

Overview Information...



- The Commissioners recommended budget will increase the county portion of property taxes by 35%. This increase is being driven by two factors; decreasing revenues and the lack of available fund balance.
- Total Expenses have increased by 6.5% or roughly \$2 million.
- Of that \$2 million:
 - Over \$1 million is contractual obligations previously approved.
 - Staffing increases represent \$172,788 (wages & benefits)
 - The IT budget is up significantly because all network projects were funded by ARPA funds last year and funding for computer replacements was cut and must be caught up.
 - In general, *all* costs have been impacted by the current inflationary economy.

5

What we hope to accomplish with this budget:

- Continue providing the level of services the community expects.
- Get back on track with computer replacement program.
- Provide a full-time IT Coordinator to assist all departments.
- Add a full-time Maintenance Worker to provide cleaning and light repairs.
- Reinstate Professional Development and Employee Recognition in all departments.
- Recruit and retain all employees with our newly adopted wage scale.

6

Nursing Home –

- The County Nursing Home was established to be a “safety net” for the indigent, frail & elderly in our community. We’ve maintained this philosophy since the 1800’s and have expanded into Acute and Palliative, as well as Rehabilitative services in order to meet the ever-changing needs of the community.
- We have 94 beds with approximately 60 currently filled. Although we have a long waiting list, a workforce shortage keeps us from accepting more.
- Our Nursing Home is truly *home* for the people who live there, and our staff does all they can, to make sure it feels that way.



7

Nursing Home costs...

- The Commissioners have recommended a budget of \$12,250,849.
- There are 99 full time employees and 14 part time. We also have 10 employees on our “registry”, they fill in shifts as necessary. Our employees provide nursing care, serve meals and provide laundry service for the nursing home and jail, take care of the building, process invoices & receipts, maintain medical records, and try to improve the quality of life for the Residents.
- The expenses are off set by estimated revenues of \$9,647,424. Our rate of reimbursement from Medicaid is set by the State and does not cover the actual cost of providing services.

8

Nursing Home costs...

- We're often asked how to bring the Nursing Home back to full capacity. The answer is that we need to hire 10 - 20 additional nursing employees.
- Our wages and benefits are minimally competitive, but not enough to entice employees away from other facilities.
- We are concentrating on paying for nursing education and recruiting young people to enter the field of nursing.
- The lack of affordable housing and transportation prevent us from attracting "travel" nurses or international recruitments.

9

Department of Corrections

- The DOC provides for the care, custody & control of all inmates who are court ordered for incarceration. This includes providing medical and mental health care, food, clothing, educational, vocational, religious and lifestyle improvement programs.
- Our average daily population is about 70 inmates. Additionally, we monitor inmates on electronic bracelets and those participating in work release programs.
- Our goal is to return offenders to our community with an opportunity to become healthy, productive, law-abiding citizens.



10

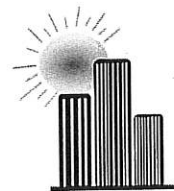
Jail budget:

- The recommended budget is \$5,638,288.
- This budget includes 37 full time employees and 2 regular scheduled part time employees. Additionally, there are several part time employees who are available to help cover shifts when needed.
- The Community Corrections Center is currently under-utilized, and the Board of Commissioners will be considering options to re-purpose sections of the space during 2023. We'll keep you informed as plans are developed.

11

Facilities Maintenance

- This department is responsible for the maintenance and operation of the County's buildings and infrastructure (grounds, roads, driveways, utilities).
- They work to ensure a safe, clean and comfortable work and living environment for the users of our buildings.
- Through proper and timely maintenance they strive to extend the longevity of our assets and plan for their replacement in the future when necessary.
- The Commissioner's recommended budget is \$879,821.
- There are 5 full-time employees in this budget.



12

Sheriff's Department

- The Sheriff and his Deputies have statewide jurisdiction for all criminal matters.
- In addition to the normal law enforcement functions associated with local and state police agencies, the Sheriff's Department serves all civil process. These process can range from notice of Court dates, evictions, divorce and serving judgements to the taking of real property, funds, and even children from unfit parents.
- The Sheriff's Department is also the primary transport, custody and control entity for the inmates of the various correctional facilities when they are delivered to court.
- When not fulfilling the primary duties of the Sheriff's Department the Deputies are assisting outside agencies with training, investigations, task force duties, or other specialized services.

13

Sheriff's Department Budget:

- The Commissioner's recommended budget is \$2,956,655.
- This is off set by estimated revenues of \$446,760.
- There are 20 full time employees and 3 part time employees. Additionally, there are employees who work as needed to fill vacant shifts.



14

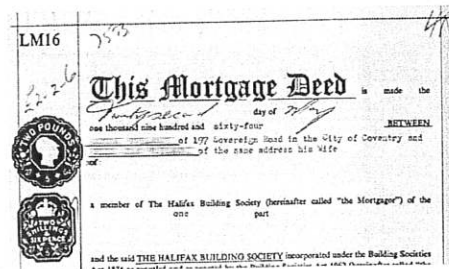
Registry of Deeds

- The Registry of Deeds records documents that become part of the permanent chain of title for each property in the County.
- The procedure is as follows: Documents are recorded, indexed, proofed, scanned & processed.
- Instruments include: Deeds, Mortgages, Discharges of Mortgage, Surveys, Permits, Amendments, Declarations, Current Use, Corrective, as well as Liens - IRS, City/Town Tax Liens, Writ of Attachments, State of NH etc.
- The bookkeeping function is done on a daily basis in relation to the fees collected for recording etc.
- Information is provided to the 10 towns & 1 city regarding the sale of property for tax purposes.
- They assist the public – in person and over the phone.

15

Deeds Budget:

- The Commissioners recommend a budget of \$448,988 for this department.
- The offsetting revenue is primarily comprised of the fees collected from real estate transfers. The total expected is \$1,133,066.
- This department has 3 full time employees and 1 part time.



16

County Attorney's Office:

- The County Attorney's Office is responsible for prosecuting felony crimes which occur in the County.
- Cases are investigated by local police, the Sheriff's Department, and other State and Federal Law Enforcement agencies including: Attorney General's Drug Task Force, Fish & Game, State Police, Health and Human Services (welfare fraud), Fire Marshalls, Liquor Enforcement, Land and Forests, Marine Patrol, Social Security Administration, FBI and Homeland Security.
- They also provide advice and guidance to local law enforcement officers, oversee investigations, and receive immediate notification of any untimely death which occurs in the County.

17

County Attorney's budget:



- The Commissioners have recommended a budget of \$1,194,021 for the operation of this office.
- There is offsetting revenue projected of \$65,000.
- This budget includes funding for 11 full-time and 2 part-time positions.
- Each attorney carries an active caseload of between 70 and 100 cases.

18

Human Services:

- This is where we pay for all the citizens of our County who have been determined to be eligible for Nursing Home level of care, by the State.
- They may be at home receiving services or in any Nursing Home in New Hampshire. The goal is to keep people in their homes as long as possible.
- There is a cap set by the State Legislature on how much the Counties have to pay. It continues to increase.
- This is only one line in our budget, but it's a big one! \$7,707,120. There is a small revenue off set of \$280,000.



19

Restorative Justice

- This Department provides court diversion services for both youth & adults. The program holds defendants accountable while allowing them to avoid a criminal conviction.
- Allows victims to have a voice in determining how their harm can be repaired.
- They teach clients to make changes in their behavior, thinking, & decision making through mental health and substance abuse assessment and treatment programs.
- They are also an integral part of our Recovery Court, along with the County Attorney and Corrections staff.



20

Restorative Justice

- This Department is run with 4 part time employees, making it one of the least expensive services provided to the community!
- The Commissioner's recommended budget is \$182,512.
- Anticipated revenues are \$10,000.



21

Information Technology



- The County's computer infrastructure is maintained and managed by a managed service provider.
- We're lucky to have a local company, Mainstay Technologies, partner with the County to meet all of the various needs of our departments. Employees from Mainstay consult with our employees to determine the needs of the County.
- The IT budget is recommended at \$524,837. This includes adding a county employee for the first time.
- NOTE - 40% of most IT costs are in the NH budget.

22

General Administration

- The County operates with a centralized administration which includes risk management, finance, and human resources.
- Administration provides services & resources to all other departments of the organization.
- The budget for Finance & Administration is \$755,770.
- This budget covers 6 full time employees.



23

Outside Agencies

- The County provides funding to several non-profit agencies who provide services that provide direct services to citizens of the County.
- The agencies are:
 - UNH Cooperative Extension
 - Conservation District
 - Lakes Region Mental Health
 - Community Action Program (CAP)

24

Other...

- There are several additional areas of the budget which could be reviewed along with General Administration, these include:
 - Money to pay the County Convention & their meeting expenses
 - Debt Service
 - A line item for Contingency (unanticipated expenses)

25

Fund Balance Policy:

- The County policy sets a goal of keeping the balance between \$3.5 - \$5 million, which is enough to keep the tax rate stable , but may not be enough to keep us from having to borrow in anticipation of taxes. The policy also prevents using more than was added in the prior year.
- At this point we are considerably under the target level and hoping to be able to rebuild. At a time of such high inflation and cost increases, the balance has been depleted and left the taxpayers to pay hefty increases.



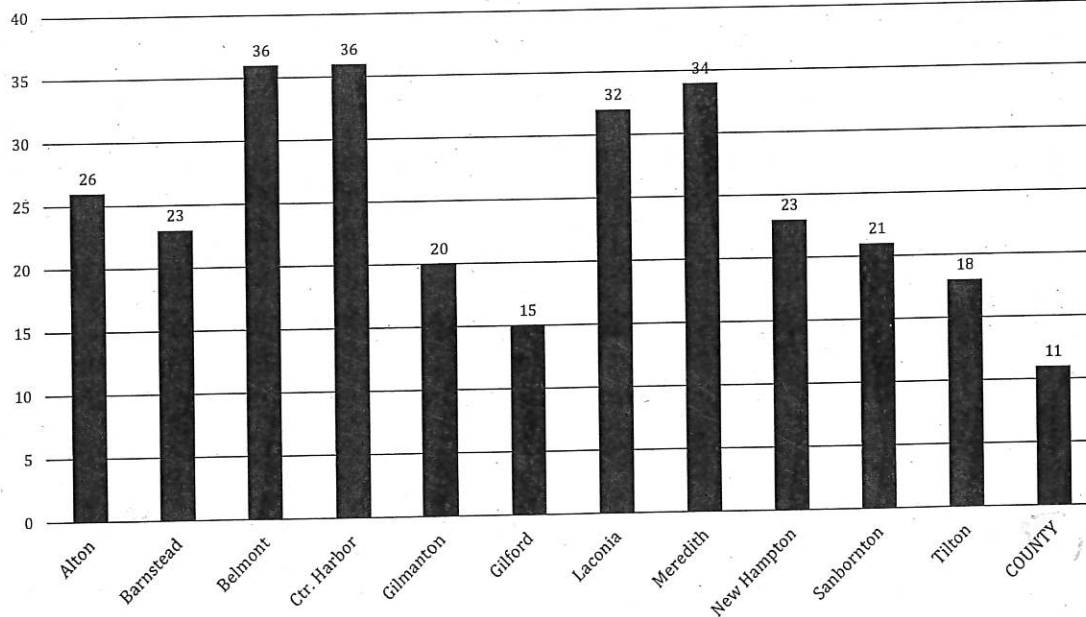
26

Undesignated Fund Balance – projected...

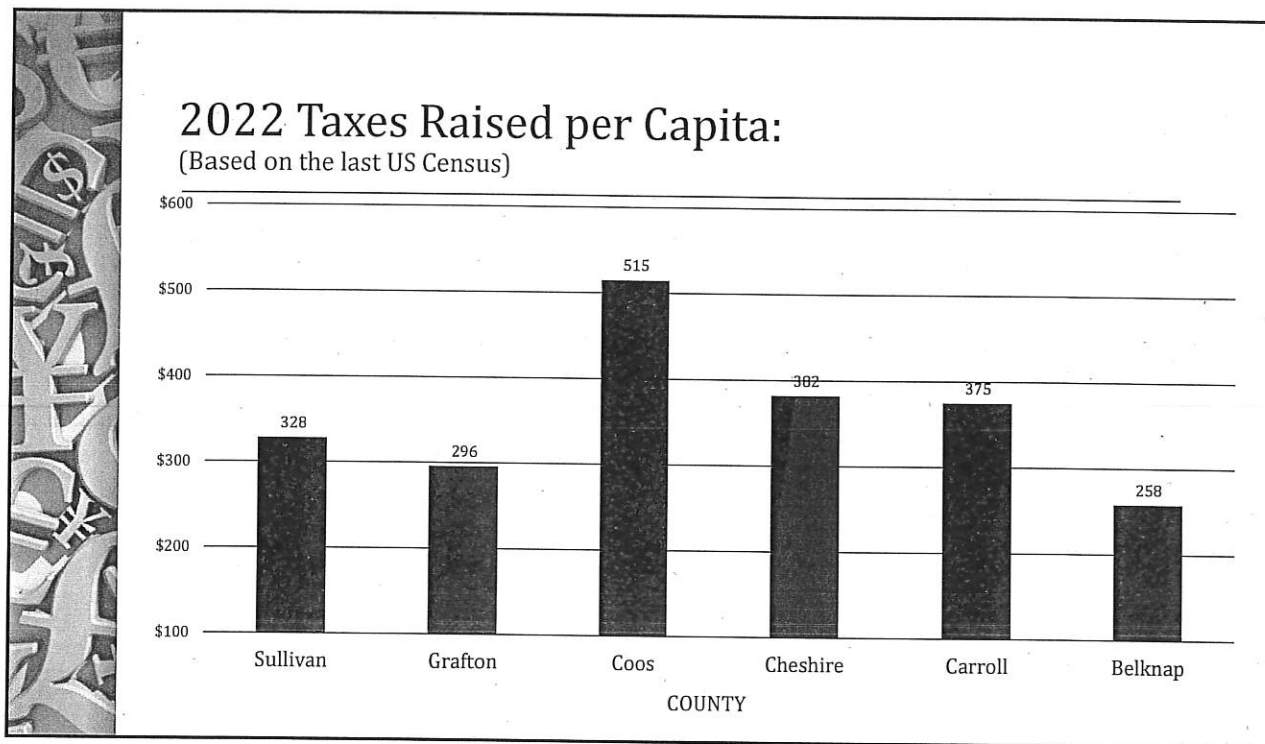
	1-Jan Balance	Excess Revenue	Operational Savings	Fund Bal Used	Assigned Fund Balance	Unassigned Fund Balance	12-Dec Total Fund Balance
2011	6,899,214	1,891,776	1,352,511	4,882,000	4,916,992	344,509	5,261,501
2012	5,261,501	1,462,196	932,646	3,750,000	2,184,120	1,722,223	3,906,343
2013	3,906,343	1,521,332	627,480	2,350,000	1,937,751	1,767,404	3,705,155
2014	3,705,155	1,442,829	418,049	1,775,000	1,948,166	1,842,867	3,791,033
2015	3,791,033	1,232,782	1,238,009	1,775,000	2,701,157	1,785,667	4,486,824
2016	4,486,824	(179,613)	1,241,870	2,380,000	1,895,262	1,273,819	3,169,081
2017	3,169,081	(383,889)	1,005,987	2,205,515	1,282,502	303,162	1,585,664
2018	1,585,664	1,741,682	1,781,555	1,000,000	2,053,676	2,055,225	4,108,901
2019	4,108,901	662,535	800,238	574,730	1,869,151	3,127,793	4,996,944
2020	4,996,944	(80,292)	1,599,975	891,080	3,218,091	2,407,456	5,625,547
2021	5,625,547	(676,012)	2,133,892	3,000,000	2,340,216	1,743,211	4,083,427
2022	4,083,427	(666,611)	1,058,278	2,000,000			2,475,094
Pre-audit Estimates							

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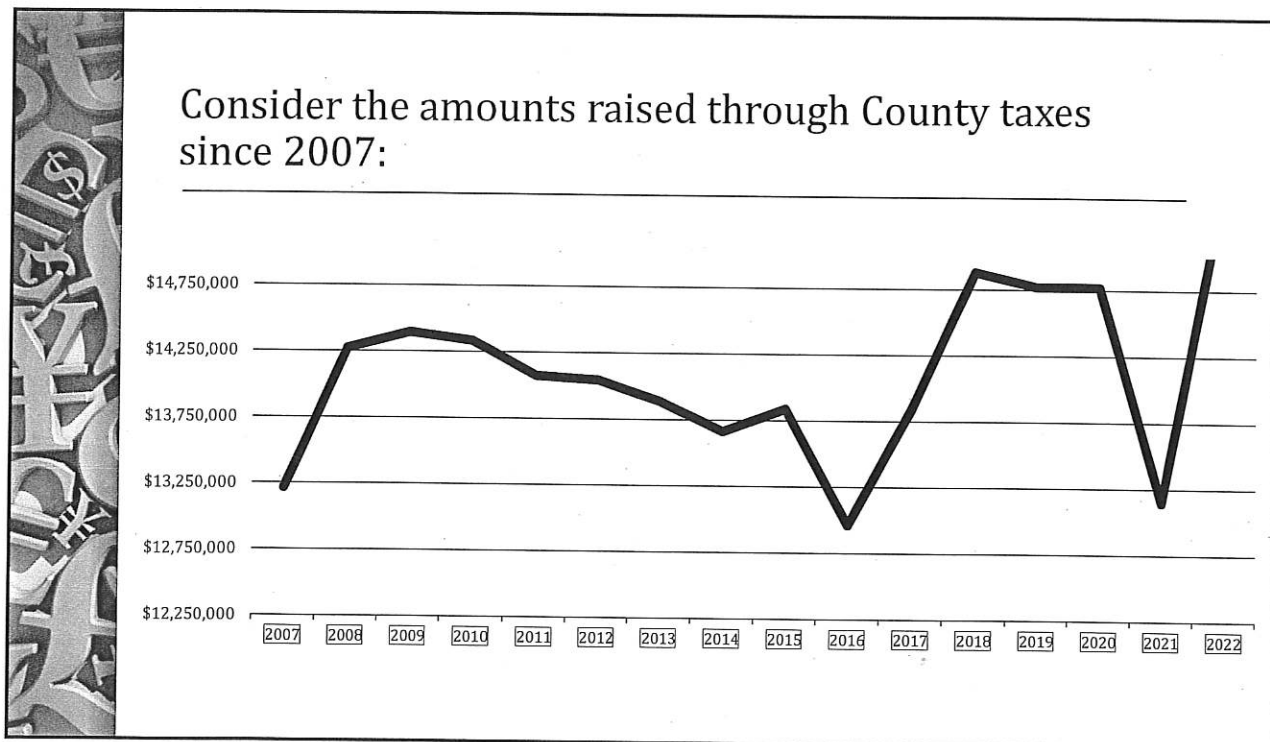
% of Tax Increase since 2012



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In conclusion...

Please don't hesitate to call on any of the Commissioners or the County Administrator if you have questions.

We encourage you to attend our meetings anytime. We meet the first & third Mondays of each month at 5:15 pm.

We look forward to more detailed discussion about the County budget and the services provided.

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