



BELKNAP COUNTY COMMISSIONERS

34 County Drive
Laconia, NH 03246
Phone (603) 527-5400
Fax (603) 527-5409

David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes
November 5, 2020

In Attendance: Commissioners David DeVoy, Glen Waring and Hunter Taylor (electronically). Also in attendance was Debra Shackett, County Administrator.

Commissioner Taylor stated he was at home in his dining room with his dog.

Minutes: M/Waring to approve the minutes, S/Taylor. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Calendar: There was no discussion.

Previously Signed Documents: M/Taylor, S/Waring to ratify the previously signed documents. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Previously Signed Documents	
Document Date	Document
10/14/2020	Payroll & A/P Manifest
10/15/2020	Courthouse lease
10/21/2020	Payroll & A/P Manifest
10/28/2020	Payroll & A/P Manifest

Departmental Update-Sheriff: Sgt. William Wright reviewed the departmental update.

LTCF COVID-19 Testing Reimbursement Agreement: County Administrator Shackett reviewed agreement and requested the Board authorize her to sign it. Commissioner Waring had concerns about authorizing the agreement with it being in draft. This will be reviewed once the final agreement is received.

Award bid for generator repair: Nursing Home Administrator Shelley Richardson stated two sealed proposals had been received for the generator repair. She requested the Board award the bid to Power Up Generator. Nursing Home Administrator Richardson answered questions from the Board. It was decided to get an estimate on replacing the generator before repairing the current one.

Accept Donation: Nursing Home Administrator Richardson requested the Board accept the donation received for the Gifts and Bequest fund. M/Taylor to accept the donation, S/Waring. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Addendum to agreement with Horizons Counseling Center: Superintendent Adam Cunningham recommended the Board approve an addendum to the current contract with Horizons Counselling Center that expires this year. The addendum would extend the contract for 1 year at the current cost. M/Taylor to accept the recommendation of Superintendent Cunningham, S/Waring. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Superintendent Cunningham requested the Board waive the formal bidding process for the camera server work. He stated the money was encumbered from last year. Superintendent Cunningham also requested the Board authorize the contract with OneSource in the amount of \$38,483.73. M/Waring to waive the formal bidding process, S/Taylor. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.** M/Waring to approve the contract and authorize the County Administrator to sign, S/Taylor. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Intergovernmental Transfer Agreement-draft for review: County Administrator Shackett stated she wanted the Board to review the draft agreement and once the final agreement is ready she would bring it to the Board. The Board would like it reviewed by the County Attorney.

A/V Quote: County Administrator Shackett asked if the Board wanted to move forward with proposal received for the A/V equipment for Zoom meetings. Commissioner Waring asked if there was a grant that could be applied for due to it being a Covid expense. County Administrator Shackett stated they had already submitted our allotted expenses related to Covid. M/Waring accept proposal and waive the formal bidding process, S/Taylor. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

Ratify vote to amend Courthouse lease: M/DeVoy to amend vote to approve lease pending Delegation and Executive Committee approval, S/Waring. County Administrator Shackett called roll: DeVoy-yes, Waring-yes and Taylor-yes. Unanimous. **Motion passed.**

2021 Budget: County Administrator Shackett stated they needed to talk about wages and benefits for non-union employees. She stated they had talked about getting rid of the cost of living increase and sick bonus and increasing merit and the sick payout upon retirement. Commissioner Waring stated they needed to schedule another budget work session. Commissioner Taylor stated it is important that the non-union employees are treated as well as the union.

Public Comment: Mike Sylvia, Belmont, asked for clarification on what department would be paying for the A/V equipment. Commissioner DeVoy stated that had not been decided yet.

Tim Lang, Sanbornton, asked for a general update on the 2020 budget. County Administrator Shackett provided him with an update.

Semi-annual tour of DOC: At 6:55pm the Board started the tour of the department of corrections.

Adjourn: The meeting adjourned at the conclusion of the semi-annual tour of the DOC at 7:30pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', written over the printed name.

Jamie Ellsworth
Administrative Assistant

