



BELKNAP COUNTY COMMISSIONERS

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**David DeVoy**  
Chairman  
Sanbornton

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Hunter Taylor**  
Clerk  
Alton

Commission Meeting Minutes  
March 5, 2020

In Attendance: Commissioners David DeVoy and Glen Waring. Also in attendance was Debra Shackett, County Administrator.

**Minutes:** M/Waring approve the minutes as presented, S/DeVoy. Unanimous. **Motion passed.**

**Calendar:** There was no discussion on the calendar.

**Previously Signed Documents:** M/Waring approve as presented, S/DeVoy. Unanimous. **Motion passed.**

Previously Signed Documents	
<u>Document Date</u>	<u>Document</u>
2/19/2020	Payroll & A/P Manifest
2/26/2020	Payroll & A/P Manifest

**Departmental Update-Maintenance:** Facilities Manager Dustin Muzzey provided an update on maintenance for the County. He stated the encumbered project are moving forward for the cooling system in the kitchen and the fire alarm system at the Courthouse is almost complete.

**County Attorney-Long Term Planning:** County Attorney Andrew Livernois reviewed the findings from data collected to compare caseloads throughout the State. He stated Belknap County has a very high caseload per attorney. County Attorney Livernois stated he will be asking for additional staff in the next budget cycle based off from this data.

**County Attorney-Revised grant application:** The 2020-2021 VOCA grant was revised due to the difference in salary from the retired employee and new employee. M/Waring accept revised grant application, S/DeVoy. Unanimous. **Motion passed.**

**Ratify vote on HB1272:** The Board ratified the vote that was taken via email regarding HB1272. Confirmed the vote of 2-1.

**Request waiver of competitive bid process-Sheriff's cruiser purchase:** Sgt. Wright requested waiver of competitive bid process to go through state bid for cruiser purchase along with the

cruiser upfits. M/Waring to waive the competitive bid process per policy for Irwin Motors, Motorola and 2-Way, S/DeVoy. Unanimous. **Motion passed.**

Commissioner Waring requested the leasing finance come before the Board when it is available.

**Other:** Commissioner DeVoy stated the Board needed to talk about the non-union employees wage increases and contributing to insurance premiums. Commissioner Waring wants to see the recommendation from the County Administrator before making a comment.

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

**Adjourn:** M/Waring to adjourn at 6pm, S/DeVoy. Unanimous.

Respectfully submitted,

Jamie Ellsworth  
Administrative Assistant