



BELKNAP COUNTY COMMISSIONERS

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**Peter Spanos**  
Chairman  
Laconia

**Glen Waring**  
Vice-Chairman  
Gilmanton

**Stephen Hodges**  
Clerk  
Alton

Commission Meeting Minutes  
August 28, 2023 ~ 5:15pm

**Commissioners Present:** Peter Spanos and Stephen Hodges. Glen Waring is absent. Also in attendance was Debra Shackett, County Administrator. The meeting was called to order at 5:16pm.

**Minutes:** Motion by Commissioner Hodges to approve the Minutes of August 14, 2023. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

**Calendar:** No discussion.

**Previously Signed Documents:** Motion by Commissioner Hodges to Accept. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

<u>Document Date</u>	<u>Document</u>
8/16/23	Payroll & AP Manifest
8/23/23	Payroll & AP Manifest

**Department Update, Nursing Home:** Administrator, Shelley Richardson notified the Board that the State Survey passed with no concerns or issues. She updated the Board on vacancies, budget, education, activities, outings, and Covid-19. Live, active drills will be occurring this fall, and the flooring and windows projects start first week of September. There are nursing positions available that are looking to be filled. Brief discussion on occupancy and Covid-19 restrictions (none).

**Consider Request to Fill Position, Restorative Justice:** Director, Mike MacFadzen, reviewed the letter he sent to the Board about filling the position. Cases have started coming in again and there is a need for coverage in the department. Motion by Commissioner Hodges to approve. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

**Solar Recommendation:** Facilities Director, Jon Bossey provided a recommendation to accept the proposal from Kearsarge Energy. Commissioner Spanos commented that the Board fulfilled their due diligence requirements and wanted to thank all of the bidding companies for their presentations. Motion by Commissioner Hodges to award the project to Kearsarge Energy. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

**Financial Update:** Finance Director, Lori Sharp, provided a brief update on the revenue, expense, cash flow and receivables. There is currently a projected surplus in the fund balance. Brief discussion on cash

flow numbers being consistent which will benefit any overages on county projects.

**Sheriff's Request to Award Bid:** Sheriff Bill Wright is asking to award the Tactical Command Post Vehicle Refurbishment Bid to Sheepdog and Halligan to refurbish the 2005 Kodiak C4500 Tactical Command Post Vehicle. He is also asking for an allowance to spend up to \$181,585. Motion by Commissioner Hodges to accept the bid from Sheepdog and Halligan. Second by Commissioner Spanos. Unanimous. **Motion Passed.** Motion by Commissioner Hodges to spend up to \$181,585. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

**Other:** Sheriff Bill Wright recommended an increase in the price of dispatch services for the Town of Northfield. Brief discussion on the closeness of the Tilton/Northfield location and need to continue services. Sheriff Wright would recommend a 10% increase to the Town of Northfield to provide dispatch services 24/7, bringing the price to \$44,000 per year. The Board approved the increase.

County Administrator, Debra Shackett recommends the Board accept a bid from CDW for the Computer Replacement project. Motion by Commissioner Hodges to accept the bid from CDW. Second by Commissioner Spanos. Unanimous. **Motion Passed.**

**Public Comment:** No Comment.

**Non-Public Session – NHRSA 91-A:3, II (a):** Roll call.

**Adjourn:** – The meeting adjourned at 6:10 pm after the non-public session.

Respectfully submitted,

*Kelly Howland*

Kelly Howland, Administrative Assistant