



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

Peter Spanos
Chairman
Laconia

Glen Waring
Vice-Chairman
Gilmanton

Stephen Hodges
Clerk
Alton

Commission Meeting Minutes April 3, 2024 ~ 5:15pm

Commissioners Present: Chair Peter Spanos, Vice Chair Glen Waring, Commissioner Stephen Hodges. Also in attendance was Debra Shackett, County Administrator. The meeting was called to order by Chair Spanos at 5:17 pm.

Pledge of Allegiance: The Commission recited the Pledge of Allegiance.

Minutes: Motion by Vice Chair Waring to approve the meeting minutes from March 18, 2024 as written. Second by Commissioner Hodges 3 - 0. **Motion passed.**

Calendar: Commissioners reviewed their calendar.

Previously Signed Documents: Motion by Vice Chair Waring to accept previously signed documents as presented. Second by Commissioner Hodges. 3 - 0. **Motion passed.**

Previously Signed Documents	
<u>Document Date</u>	<u>Document</u>
3/21/2024	Payroll & Accounts Payable Manifest
3/21/2024	Belknap County Sheriff Highway Safety Grant 24-220
3/28/2024	Payroll & Accounts Payable Manifest

Request to award Nursing Home bid - Grease traps: Nursing Home Administrator Shelley Richardson and Environmental Service Director Pauley explained two bids were received for the RFP and their recommendation to award the project to ALLC Mechanical for \$18,460. Director Pauley stated the grease traps are not operating at all and that they are at least 30 years old. Discussion ensued. Motion by Commissioner Hodges to award the bid to replace two grease traps in the Nursing Home kitchen as presented for \$18,460. Second by Vice Chair Waring. 3 - 0. **Motion passed.**

Request to award Nursing Home bid - Refrigeration/Condenser Equipment: Nursing Home Administrator Shelley Richardson and Environmental Service Director Pauley explained two bids

were received for the RFP and their recommendation to award the project to Wicked Cool Mechanical for \$37,325. Commissioners questioned the large price difference between vendors. Discussion ensued. Director Pauley explained there may be a cost for minimal electrical contracting and a period when the Nursing Home may be without refrigeration service along with potential cost the rent mobile storage cooler. After discussion, Commissioners asked Administrator Richardson and Director Pauley to come back to the April 29, 2024 Commissioners meeting with estimates on electrical work and costs for relocation of food storage during project.

Donation: Commissioners reviewed a request to accept a donation from Edith and Thomas Tardif in memory of Priscilla Clavitte of \$50 for the resident council trust fund. Motion by Vice Chair Waring to approve the donation as presented. Second by Commissioner Hodges. 3 - 0. **Motion passed.**

Department Update, Sheriff's Department: Sheriff William Wright provided an update on staffing (48 employees on the roster), the budget (20% spent), numerous projects to include the Radio Tower(s) Project, IMC consolidation (live access and usage by subscribing departments is targeted for the first week of May), TOC (Command vehicle) update (will be transported to Texas for the refurbishment in April) along with detailed statistical data of activities from January 1 to current. Sheriff Wright is extremely proud of the team and their hard work. Sheriff Wright answered the Commissioners questions, and they thanked him for the update.

Sheriff's Department Tower Lease Agreement Amendment: Sheriff William Wright reported the Lease Agreement, costs etc. for Prospect Mountain Tower sight was reviewed both by he and County Administrator Debra Shackett. Sheriff Wright reported this is a prime site and Belknap will be on top of the tower, which will solve the problems of dead spots in certain communities, providing 98% coverage 98% of the time. There will be two antenna's (2 channels for duo redundancy). Discussion ensued and Sheriff Wright answered the Commissioners questions. Motion by Vice Chair Waring to approve the amendment to the standard lease agreement as presented. Second by Commissioner Hodges. 3 - 0. **Motion passed.**

Other business: There was none.

Public Comment: Nursing Home Administrator Shelley Richardson was pleased to inform the Commissioners they have hired five new staff since the rate increase was approved by the Commissioners. That increase definitely helped with recruiting and retaining and Administrator Richardson is hopeful there will be more.

Non-public Session per NH RSA 91-A:3, II (a): Vice Chair Waring made a motion to enter nonpublic session pursuant to NH RSA 91-A:3, II (a). Second by Commissioner Hodges. Roll call vote: Spanos: Y, Waring Y, Hodges Y. The Commission entered nonpublic session at 5:55 pm.

Adjourn: The meeting adjourned at 6:23 pm.

Respectfully submitted,
Angela Bovill
Executive Assistant