



BELKNAP COUNTY COMMISSIONERS
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Peter Spanos
Chairman
Laconia

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes April 21, 2022

Commissioners Present: Peter Spanos, Glen Waring and Hunter Taylor (via Zoom). Also in attendance was Debra Shackett, County Administrator.

Commissioner Taylor stated he was at home alone.

Minutes: M/Waring to approve the minutes of 3/30/22, S/Taylor. Unanimous by roll call vote.
Motion passed.

Calendar: The May 5th Commission meeting will be moved to May 3rd at 5:15pm.

Previously Signed Documents: M/Taylor to ratify the previously signed documents, S/Waring. Unanimous by roll call vote. **Motion passed.**

Previously Signed Documents

<u>Document Date</u>	<u>Document</u>
3/30/2022	Payroll & A/P Manifest
4/6/2022	Payroll & A/P Manifest
4/13/2022	Payroll & A/P Manifest

Departmental Update-County Attorney: County Attorney Livernois reviewed the current caseload for his department. He stated trials are starting back up and is concerned with the witness and legal expert line in his budget. He will monitor it and let the Board know if he will require a transfer.

VOCA Grant Application: County Attorney Livernois requested authorization to apply and sign the VOCA grant. M/ Spanos to approve the request and authorize the County Attorney to apply for the VOCA grant and sign the application, S/Waring. Unanimous by roll call vote.
Motion passed.

Financial Update: Finance Director Lori Sharp reviewed the nursing home receivables and noted that \$10,000 has been collected for 2021.

The cash flow report was revised to make it easier to read. Finance Director Sharp indicated there will be a need for a TAN borrowing at the end of May.

The ARPA funds have been moved to a separate fund at the suggestion of the auditors.

The financial reports were reviewed, and any areas of concern were noted.

Supt. Cunningham-Accept Donation & Non-lapsing fund: Superintendent Adam Cunningham spoke about the community mentor program. He requested the Board accept a donation from the Gilford Community Church for the program and that it be put in a non-lapsing fund. There was a discussion on how to handle the request of a non-lapsing fund. Finance Director Sharp will speak with the auditors on the best way to handle this. M/Spanos accept donation and do not consider non-lapsing until we hear from the Auditors S/Waring. Unanimous by roll call vote. **Motion passed.**

Update on NH Skylight replacement project: County Administrator Shackett stated 2 bids were received for the project. Only one is a qualifying bid as outlined by the architects. The bid received was for \$480,300. Which is significantly higher than the \$100,000 that was budgeted. The Nursing Home has received a tag from the State survey for the leaky skylights and are pending a fine if they are not fixed. Will need to request a supplemental appropriation for the difference in the cost. M/Waring to accept bid from Turnstone to be paid from ARP funds, S/Taylor. Unanimous by roll call vote. **Motion passed.**

Other: There was a discussion on the make up of the County negotiating team. M/Waring to add respective department head to the County negotiation team, S/Spanos. Discussion: County Administrator Shackett suggested that the support staff union continue without department head. This is requested due to every department in the County having a member in this union. Commissioner Waring amended motion to include Sheriff, Superintendent and NH Administrator or designee. Unanimous by roll call vote. **Motion passed.**

County Administrator Shackett stated a new facilities manager had been hired and will be starting May 13th.

Commissioner Spanos stated he met with the Governor's Office, Senator Guida and DES regarding the Silver Lake Project. If the County gave money it would give about a 30% chance of getting the project completed by the end of the decade. The Governor has agreed to look over the study with DES. Commissioner Spanos stated he will call a vote for the project in November.

Commissioner Spanos stated the Gunstock Area Commission unanimously voted to accept \$1.3 million to pave Gunstock. County Administrator Shackett will reach out to Tom Day to request an updated estimate and eventually a copy of their signed contract. This amount will also be included in the request for supplemental appropriation from ARPA funds.

Public Comment: There was no public comment.

Adjourn: The meeting adjourned at 6:34pm

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', written in a cursive style.

Jamie Ellsworth
Administrative Assistant

