



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 21, 2019

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

Minutes: M/Taylor to approve two sets of minutes, S/Waring. Unanimous. **Motion passed.**

Calendar: There was no discussion.

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

Previously Signed Documents	
Document Date	Document
11/6/2019	Payroll & A/P Manifest
11/7/2019	Courthouse lease extension
11/7/2019	Employee longevity letters
11/13/2019	Payroll & A/P Manifest

Departmental Update-Maintenance: Facilities Manager Dustin Muzzey gave an update on maintenance for the County. He answered questions from the Board regarding the streetlights and switching them to LED.

Award Chiller Bid: Facilities Manager Muzzey requested the bid for the rooftop chiller be awarded to SAM mechanical. M/Taylor accept the recommendation of the facilities manager, S/Waring. Unanimous. **Motion passed.**

Commissioner Waring asked that an RFP be done for the kitchen cooling system.

T.A.N. Request: Treasurer Michael Muzzey requested the Board appoint Carmen Lorentz as the Deputy Treasurer. M/Waring accept the Treasurers recommendation for Deputy Treasurer, S/Taylor. Unanimous. **Motion passed.**

Treasurer Muzzey requested authorization to borrow up \$10,000,000 in anticipation of taxes for calendar year 2020. M/Waring approve the request to borrow in anticipation of taxes up to \$10,000,000, S/Taylor. Unanimous. **Motion passed.**

Financial Update: Accounting Manager Lori Sharp reviewed the financial reports. Any large variances were noted.

Name Change-Wicwas Lake to Lake Wicwas: County Administrator Shackett reviewed the request from the Town of Meredith Select board to change the name of Wicwas Lake to Lake Wicwas. M/Taylor to support the request for name change, S/Waring. Unanimous. **Motion passed.**

Accept Donation-Nursing Home: M/Taylor to accept the donation, S/Waring. Unanimous. **Motion passed.**

Medical Provider Contract-DOC: Superintendent Gray stated he needed a signature for the contract that was previously approved. Commissioner Waring signed the contract.

Public Comment: There was no public comment.

Non-public per RSA 91-A:3, II (I): M/Waring to enter into non-public session per RSA 91-A:3, II (I) for consideration of legal advice, S/Taylor. County Administrator Shackett called roll: Waring-Yes and Taylor-Yes. At 5:50 pm the Board entered non-public session.

Adjourn: The meeting adjourned at the conclusion of the non-public session.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant