



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  
March 19, 2020

In Attendance: Commissioners David DeVoy, Glen Waring (electronically) and Hunter Taylor (electronically). Also in attendance was Debra Shackett, County Administrator.

Commissioner DeVoy read a declaration for an emergency meeting for Commissioner Waring and Taylor to participate electronically.

**Minutes:** M/Waring approve minutes as presented for 3/5/20, S/DeVoy. County Administrator Shackett called roll: Waring-yes, DeVoy-Yes and Taylor-abstained. **Motion passed.**

**Calendar:** Commissioner DeVoy stated the Airport authority meeting was cancelled today.

**Previously Signed Documents:** M/Taylor to ratify the previously signed documents, S/Waring. County Administrator Shackett called roll: Waring-yes, DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

Previously Signed Documents	
Document Date	Document
3/4/2020	Payroll & A/P Manifest
3/11/2020	Payroll & A/P Manifest

**Departmental Update-County Attorney:** County Attorney Andrew Livernois provided the Board with an update. He stated due to the Covid-19 precautions and the effects it is having on his department he has implemented a policy to work from home for all staff but Deputy Attorney and one administrative staff.

**County Attorney-VOCA Grant:** County Attorney Livernois requested the Board accept the VOCA grant. He stated the amount had decreased due to staffing changes. M/Waring to accept grant and accordance with the certificate of authority, S/Taylor. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

**Sheriff-Accept grant award:** Sgt. Wright requested the Board accept the interoperable grant and approve the expenditure. M/Waring, S/ Taylor. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

**Financial Update:** Accounting Manager Lori Sharp reviewed the financial reports and any large variances were noted. She stated there will be a need to borrow money by end of May beginning of June. There was a discussion on the change in the Proshare amount.

Accounting Manager Sharp stated the Nursing Home receivables are going well.

**Proshare:** County Administrator Shackett stated Henry Lipman will come to a meeting to talk about the change in Proshare. Commissioner DeVoy stated he would like it in writing about the CMS decision.

**Coronavirus temporary policies:** County Administrator Shackett summarized the policies in the packet. There was a discussion about the collective bargaining agreements. County Administrator Shackett will talk to the different units about a MOU for the coronavirus. M/Taylor adopt resolution as presented and work it out as a MOU with bargaining units, S/Waring. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

County Administrator Shackett reviewed the temporary telecommuting policy. M/Waring approve policy as written, S/Taylor. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

**Other:** Commissioner Taylor stated Administration and departments heads have done a very good job given the current situation. Commissioner Waring concurred with Commissioner Taylor comments.

Nursing Home Administrator Shelley Richardson spoke about concerns for supplies and the plans to replenish. Superintendent Gray stated most inmate programming has been cancelled.

County Administrator Shackett stated a constituent called and asked if the Board could assist with relaxing the liquor license requirements for restaurants. Commissioner DeVoy stated the State has approved beer and wine sales from restaurants with to go orders.

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

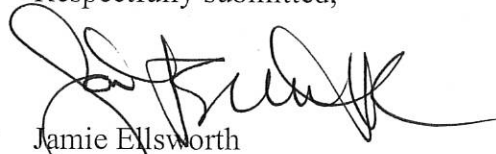
M/DeVoy to enter non-public session for consideration of legal advice per RSA 91-A:3, II (I). County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.** At 6:24 pm the Board entered non-public session.

At 6:55pm the Board reconvened public session.

M/Waring, S/Taylor to seal minutes until the matter is resolved in such a way as to not cause inappropriate embarrassment. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

**Adjourn:** M/Waring, S/Taylor to adjourn at 6:59 pm. County Administrator Shackett called roll: Waring-yes DeVoy-yes and Taylor-yes. Unanimous. **Motion passed.**

Respectfully submitted,



Jamie Ellsworth  
Administrative Assistant

