



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes October 5, 2017

In Attendance: Commissioners David DeVoy, Glen Waring and Hunter Taylor (via Facetime) and County Administrator Debra Shackett.

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

Calendar: There was no discussion on the calendar.

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

Previously Signed Documents

<u>Document Date</u>	<u>Document</u>
9/20/2017	Payroll & A/P Manifest
9/27/2017	Payroll & A/P Manifest

Departmental Update: Nursing Home: Nursing Home Administrator Shelley Richardson reviewed her departmental update report.

Oxygen Contract revision: Nursing Home Administrator Richardson requested permission to sign a revised contract for oxygen. M/Waring, S/Taylor to authorize the Nursing Home Administrator to sign a new contract for AmeriGas. Unanimous. **Motion passed.**

Building Committee Update: Commissioner DeVoy stated he was hoping to have the language to repurpose the leftover bond funds from the project to replace the roof and possibly the courthouse windows. County Administrator Shackett stated a certificate of substantial completion is needed from the architect. Commissioner Waring asked if both projects would be put out to bid. Commissioner DeVoy stated the windows would be and the roof would be completed by the current project roofers. M/Waring, S/Taylor to approve repurposing the leftover project bond funds for the complex roof and courthouse windows. Unanimous. **Motion passed.**

Transfer Request: M/Waring, S/Taylor to approve revised transfer request 2017.02. Unanimous. **Motion passed.**

Correspondence: Commissioner DeVoy stated they had received a letter from the Auditors that was sent from a Delegation member. Commissioner Waring suggested adding a footnote in the annual report referencing the website for the full audit report with notes.

Other: There was a discussion about the lack of inmate labor for the Nursing Home dietary and laundry departments. A sheet was done up to show that the inmate labor equates to 11 FTE's. No decisions were made. It was suggested that County Administrator Shackett, Nursing Home Administrator Richardson and Superintendent Gray meet to discuss some potential solutions.

Public Comment: There was no public comment.

Adjourn: M/Waring, S/Taylor to adjourn at 6:41 pm

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Jamie Ellsworth', with a large, stylized flourish extending to the right.

Jamie Ellsworth
Administrative Assistant