



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
 Chairman
 Sanbornton

Glen Waring
 Vice-Chairman
 Gilmanton

Hunter Taylor
 Clerk
 Alton

Commission Meeting Minutes September 6, 2018

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

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

<u>Document Date</u>	<u>Document</u>
8/22/2018	Payroll & A/P Manifest
8/29/2018	Payroll & A/P Manifest
8/29/2018	Job description addendum
8/29/2018	Employee performance evaluations

Award courthouse window bid-Dustin Muzzey: Facilities Manager Muzzey recommended awarding the courthouse window replacement bid to Bauen Corporation. M/Waring award the contract for the window curtailing replacement to Bauen Corporation and authorize the County Administrator to sign the contract, S/Taylor. Unanimous. **Motion passed.**

Departmental Update-Nursing Home: Nursing Home Administrator an update on her department. The Board was in agreement with her recommendation to purchase equipment for the kitchen. Nursing Home Administrator Richardson explained a new onsite LNA training program. Various questions were answered in regards to the program and the reason behind the vacancies. The Board would like to review the registry contracts and view the recent salary and benefits comparison at a future meeting.

Award boiler bid-Shelley Richardson & Dustin Muzzey: Facilities Manager Muzzey recommended the bid for the boiler replacement be awarded to Eckhart and Johnson. M/Taylor

to approve the recommendation of Facilities Manager Muzzey, S/Waring. Unanimous. **Motion passed.** M/Waring authorize the County Administrator to sign the documents related to the incentive program, S/Taylor. Unanimous. **Motion passed.**

Award nurse call bell system bid-Shelley Richardson: Nursing Home Administrator Richardson recommended the nurse call bell system bid be awarded to ESL Distributors, LLC. M/Waring award the project to ESL Distributing, LLC and final scope and cost to come back to the board, S/Taylor. Unanimous. **Motion passed.**

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

Other: Commissioner Waring asked if the employees that plow attend the driver safety program at Primex. Facilities Manager Muzzey stated they have not but would look into it.

Public Comment: Rep Sylvia spoke about the amount received for ProShare and noted that it appears the state has also received significantly more than in the past.

Tour of Nursing Home: The Board toured the Nursing Home.

Adjourn: The meeting adjourned at the conclusion of the Nursing Home tour at 7:20pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant