



BELKNAP COUNTY COMMISSIONERS
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David DeVoy
Chairman
Sanbornton

Glen Waring
Vice-Chairman
Gilmanton

Hunter Taylor
Clerk
Alton

Commission Meeting Minutes January 3, 2019

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

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

Calendar: The Commission meeting scheduled on the 17th will be rescheduled and posted.

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

Previously Signed Documents	
Document Date	Document
12/19/2018	Payroll & A/P Manifest
12/27/2018	Payroll & A/P Manifest

Departmental Update-Maintenance: Facilities Manager Dustin Muzzey provided the Board with his departmental update. He reviewed his budget for 2018 and the three lines that will be exceeded. Facilities Manager Muzzey stated the pump for heating unit that covers heat for the admin wing and Sheriff department has gone bad.

Commissioner Waring asked if the new boiler had been installed. Facilities Manager Muzzey stated it had been installed but he is working with the company as the boiler is tripping out when all three are running at the same time.

Corrections copier contract: Accounting Manager Lori Sharp reviewed her request for the corrections copier contract. After a discussion it was decided to review at the next meeting.

Other: County Administrator Shackett reviewed the department budgets that had been reviewed by the Executive Committee. She stated the process is better than in years past as department heads are given the opportunity to answer questions.

Commissioner DeVoy spoke about Rep Lang's questions for the IT budget. County Administrator Shackett stated a meeting will be scheduled with Mainstay and Rep Lang.

Commissioner DeVoy spoke about the letter Rep Sylvia requested from the auditors. The Board will ask in writing what the unaudited bill is that he has referenced.

There was a discussion about the effect the HHS surplus payment had on the budget. County Administrator Shackett stated she has sent an email to HHS and received an email stating the Commissioner would be in touch.

Public Comment: There was no public comment.

Semi-annual tour of DOC: At 6:25 the Board started the tour.

Adjourn: The meeting adjourned at the conclusion of the tour at 7:15pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', with a long, sweeping horizontal line extending to the right.

Jamie Ellsworth
Administrative Assistant