



BELKNAP COUNTY COMMISSIONERS

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Commission Meeting Minutes
August 24, 2026 ~ 5:15 pm

Commissioners Present: Chair Peter Spanos, Vice Chair Glen Waring and Commissioner Stephen Hodges. Also in attendance was Carina Park, County Administrator. The meeting was called to order by Chair Spanos at 5:18 PM.

Pledge of Allegiance: The Commission recited the Pledge of Allegiance. Commissioner Spanos shared a few words in remembrance of Charlie St. Clair and then asked everyone to stand for a moment of silence in his memory.

Minutes: Motion by Vice Chair Waring to approve the meeting minutes from August 10, 2026, as written. Seconded by Commissioner Hodges **3-0. Motion passed.**

Calendar: The Commissioners reviewed their calendar. The meeting scheduled for September 7th was moved to September 14th.

Previously Signed Documents: Motion by Commissioner Hodges to accept previously signed documents as presented. Seconded by Vice Chair Waring. 3-0. **Motion passed.**

<u>Previously Signed Documents</u>	
<u>Document Date</u>	<u>Document</u>
8/13/2026	Payroll & AP Manifest
8/20/2026	Payroll & AP Manifest
8/24/2026	TAN

Department Update-Registry of Deeds: Laura T. Lapointe, Register of Deeds, presented a department update, reporting that revenue and document recordings continue to increase compared to the previous year. Electronic recording now accounts for the majority of documents submitted to the Registry, and expenses remain within budget with no unforeseen expenses. Staff continue to make progress on back indexing historical records, which currently extends through 1945. Lapointe also noted the recent retirement of the Deputy Register after 10 years of service and continued growth in document activity and office traffic. She encouraged Belknap County property owners to sign up for the Registry's free Property Fraud Alert Service to help protect against fraudulent property filings.

Audit Review: Matthew Hunt of CliftonLarsonAllen (CLA), the County's new audit firm, presented the results of the annual financial audit. He reported that the County received a clean, unmodified audit opinion and recognized Finance Director Lori Sharp and her team for doing a great job throughout the year in keeping the County's finances well managed and in order. The audit identified one finding related to a prior-period adjustment involving state funding, along with recommendations to strengthen information technology processes and financial information integrity. Hunt also provided an update on the County's current financial outlook, noting a

projected surplus for the year and that the anticipated nursing home deficit is expected to be offset by other revenues.

Financial Update: Finance Director Lori Sharp provided an overview of the County's 2026 year-to-date financial performance, including revenues, expenditures, and projected departmental budgets. She noted that the County is approximately 63 percent through the fiscal year and is currently projecting a revenue surplus of \$525,984.00. Sharp highlighted that the County has not yet received the Gunstock revenue, which historically is received in October. She answered questions from the Commissioners, who thanked her for the update.

Other: County Administrator Park presented a request for a letter of support from the Belknap County Commissioners for the Belknap County Conservation Commission's application to the State of New Hampshire's Moose Plate Grant Program. The Board approved providing the requested letter in support of the Conservation Commission's proposed stream habitat restoration projects along Merrill Brook and Hermit Brook.

Administrator Park also noted that she sent a letter to the Opioid Abatement Advisory Committee regarding the Annual Report on Opioid Abatement Trust funding.

Public Comment: There was none.

Non-public session in accordance with RSA 91-A:3, II (a): Motion by Chair Spanos to enter nonpublic session pursuant to NH RSA 91-A:3, II (a). Seconded by Vice Chair Waring. Roll call vote: Spanos Y, Waring Y. Hodges: Y. The Commissioners entered the nonpublic session at 6:02 pm.

Adjourn: The meeting adjourned at 6:32 pm.

Respectfully submitted,
Kelly McNulty
Administrative Assistant