



Jail Planning Committee Meeting Minutes – June 5, 2012

The meeting was called to order at 4:40 PM.

Members present: Commissioners Edward D. Philpot Jr., John H. Thomas and Stephen H. Nedeau, County Administrator, Debra Shackett, Superintendent Daniel Ward, Angela Bovill and Gary Goudreau.

Absent: Brian Loanes.

Committee voted to approve the 4/30/12 meeting minutes. M/Shackett, S/Nedeau. Unanimous. **Motion carries.**

RFP results (for Functional Program Consultant): Administrator Shackett reported that three bids were received. Ms. Shackett and Superintendent Ward met to review/rank/compare all three proposals. They narrowed it down to two options. There were three benefits that one company offered over the other. Part of this was due to the fact that some of the items included were not in the original RFP specs. The committee concurred that Ms. Shackett should contact the two vendors to let them both know of these three components and ask them to revise their proposal so that it is more accurate comparison. Ms. Shackett also provided the committee with three options for funding this. The committee unanimously agreed that the best source of funding would be a supplemental appropriation. It is the most sensible fiscal solution as we can't absorb this kind of cost in the 2012 operating budget and we also can't afford to wait on this; it would hold up the project from moving forward in the time frame needed. (This consultant programming study will be the first phase, followed by hiring an architect). Ms. Shackett will contact the Chair of the county delegation to schedule a supplemental appropriation hearing as soon as possible. The Committee would also like to schedule a tour of Sullivan County's facility that has recently been completed. Administrator Shackett will coordinate this tour. Discussions ensued.

M/Nedeau, S/Ward to adjourn the meeting at 5:10 PM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant