

Belknap County Commissioners Meeting of July 16, 2008 Commissioners Conference Room

Commissioner Daigneault called the Belknap County Commissioners meeting to order at 8:00AM on the above date at 34 County Drive, Laconia, NH and the pledge of allegiance was recited.

Members present: Commissioner Philip Daigneault, Chairman; Commissioner Christopher Boothby, Vice Chairman and Commissioner Richard Long, Clerk.

Attendees: Harold Powell, Richard Grenier, Robert Vachon, Tammy Webb and Debra Shackett.

Minutes of the Meeting

Harold Powell, Maintenance Superintendent

Oil Bids: Harold Powell presented four bids for oil contracts. The Commissioner Boothby made a motion to approved Fuller Oil's bid at a rate of \$4.295/gallon. The motion was seconded by Commissioner Long and voted in the affirmative. **Motion carries.**

Courthouse arched entrance: Mr. Powell also presented an estimate for work to be done to the courthouse-arched entrance. The Commission requested that additional estimates be sought and presented at a future meeting.

Superintendent Richard Grenier, Department of Corrections

Farm Stand Program: Superintendent Grenier reported on the Farm Stand Program. The Nursing Home is assisting with sales. The program is working out very well all around. The Commissioners discussed accounting procedures for next year so that this program could be tracked as both revenue and an expense. The Commissioners encouraged the Nursing Home to utilize the vegetables as much as possible in order to keep their expenses down.

Superintendent Grenier also reported on an employee resignation he received this week and his plan to keep the Farm Program operating. He requested and received permission from the Commissioners to spend the balance remaining in his Motorcycle Week budget on a portable radio project. (Approved)

The Commissioners reviewed their invitation to the Mental Health seminar scheduled for this fall and decided not to contribute financially at this point.

Non-public Session: At 8:50 AM a motion was made by Commissioner Boothby and seconded by Commissioner Long to enter non-public session in accordance with RSA 91-A: 3, II (a) and (c). A roll call vote was taken with all members voting in the affirmative. **Motion carries.**

At 10:34 AM Commissioner Boothby made a motion, seconded by Commissioner Long, and voted in the affirmative to go back into public session. **Motion carries.**

County Credit cards: Commissioner Boothby made a motion, seconded by Commissioner Long, and voted in the affirmative to adopt a credit card policy restricting the use of County credit cards for personal purposes. The Commission instructed Administrator Shackett to prepare a policy for consideration at a future meeting.

Meeting minutes approved: Commissioner Boothby made a motion, seconded by Commissioner Long, and voted in the affirmative to approve the minutes of the 6/5/08 Non-public session and the 7/2/08 Public session. (Commissioner Boothby abstained from the vote because he wasn't present for those meetings.)

Non-public session: At 10:43, after a motion by Commissioner Boothby and a second by Commissioner Long, a roll call vote was taken. All members were in favor of entering non-public session in accordance with RSA 91-A, paragraph II (a). While in non-public session the Commission requested that the minutes of the non-public session held on 7/2/08 be corrected and presented for approval at the next meeting. At 10:55 Commissioner Boothby made a motion, seconded by Commissioner Long, and voted in the affirmative to return to public session. **Motion carries.**

Maintenance: Administrator Shackett asked for clarification of Maintenance Director Powell's job description and supervisory role. Commissioner Boothby responded that Director Powell is responsible for all maintenance functions, Countywide, and is expected to supervise all maintenance personnel. He is responsible for annual evaluations of the maintenance staff and should receive input from both the Corrections Superintendent and the Nursing Home Director in doing so. The Commissioners instructed Ms. Shackett to present a revised job description for the Maintenance Director at the next meeting and to notify the Department Heads and affected employees of this status.

The Commissioners requested that Human Services Director Schonfeld assist in explaining to the press the details of HB 2 and the Memorandum of Agreement if asked.

August meetings: Commissioner Boothby made a motion, seconded by Commissioner Long, and voted in the affirmative to schedule meetings for August 13th and 27th at 8:00 am.

The meeting was adjourned by unanimous vote at 11:30am.

Respectfully submitted,

Debra A. Shackett, County Administrator
& Finance Officer

Attest: _____
Philip P. Daigneault, Chairman

Christopher D. Boothby, Vice Chairman

Richard W. Long, Clerk