

Belknap County Commissioners Meeting

October 29, 2008

Commissioners Conference Room

Commissioner Boothby called the Belknap County Commissioners meeting to order at 8:00 AM on the above date at 34 County Drive, Laconia, NH.

In Attendance: Vice Chairman Christopher Boothby, Clerk Richard Long, and County Administrator, Debra Shackett. Chairman Philip Daigneault was absent.

Minutes of the Meeting

Richard Grenier, Superintendent of the Department of Corrections

Plow truck: The Superintendent told the Commissioners that an inmate repaired the plow truck. This would have cost about \$850 but the inmate fixed for the cost of parts. They bought a plow yesterday. The sander has also been fixed. The truck is in good shape now.

Exit in basement: The Fire Department told the Superintendent that if the basement is to be occupied, there has to be a second exit. Superintendent Grenier will obtain quotes. There must be a reasonable solution of use of this space. Richard will check and report back to the Commissioners.

Inmate population: There are 78 in the building, 5 in other counties, 4 weekenders, 3 on the bracelet and 7 on work release. The Superintendent wanted the Commissioners to know that he is doing everything he can in order to save money. They have just switched over to electric soap dispensers. They are turning out lights in areas that are not being used. The Superintendent said that they save the County money just by doing their jobs and doing them well everyday and explained that statement. Commissioners are pleased.

Inmate Cook: Commissioner Boothby asked the Superintendent if Ms. Cook is released from Merrimack County and back in the community, the Commissioners could be made aware.

Debra Shackett, County Administrator

Deeds: The Registrar forwarded the Belknap County Registry of Deeds 2009 Resolution to be presented at the budget meeting in December with the County Convention. It is for \$40,000. This will be approved in the budget process once the Commissioners recommendations are final.

Budget session: Commissioners are meeting November 5, 2008 at 8:00 AM to review the 2009 budget. Commissioner Boothby said that he received a call from United Way who expressed an interest in working with the Citizen's Council in lieu of the preliminary budget recommendations. Commissioner Boothby asked them to contact Alan Robichaud for further information.

Nursing Home/OCU parking lot: Maintenance Director, Harold Powell presented a quote from Breton Construction on doing some parking lot repairs. Harold recommends that we first fix for a cost of \$5600. This will solve the water problem, which will need to be done at some point before we ever rebuild that parking lot. Harold would like to do this before the snow season to eliminate some major heaving problems that occur do to excessive moisture underground. There was discussion on where the funds will come from for this. Commissioner Long made the motion to approve the quote from Breton Construction for \$5600 and authorize that the work be done before snow and that the County Administrator report back to the Commissioners at the 11/5/08 meeting of her recommendation of where that expenditure will come from. Commissioner Boothby seconded. Unanimous. **Motion carries.**

Nursing Home: There was a letter from Courtney Marshall, Nursing Home Administrator regarding the telephone system and requesting a replacement. Commissioners will address and review at their budget session 11/5/08. There was also a notice to the Commissioners for the Belknap County Nursing Home Holiday Fair event on 11/22/08.

November meetings: Commissioners November meeting dates are as follows: Wednesday, November 5, 2008 at 8:00 AM and Wednesday, November 19, 2008 at 8:00 AM.

Audit report: Administrator Shackett presented a memo responding to the 2007 audit report. This was written to the Commissioners in an effort to address all the issues that were pointed out in the report. She clarified that #4 that does not include the sweep account, which occurs everyday.

Electronic payment to State: Every quarter, the State of NH, Health and Human Services withdraws funds from our checking account. This is for Provider Assessment due to the State. Administrator Shackett has prepared a form, which will serve as a manifest for the Commissioners to formally authorize the quarterly payment. Commissioners concur with this procedure and will sign.

Revenue from the sale of county property: Input was sought from the Commissioners regarding where the proceeds from the sale of county property should go. This includes property acquired by the Sheriffs' department, with the exception of property acquired through drug related activities, which would be deposited into the drug forfeiture account. It is the Commissioners understanding that this would be general fund revenue.

Approval of minutes: Commissioner Long motioned to approve the 9/24/08, 10/03/08 non-public, 11/15/08, 10/22/08 and 10/23/08 meeting minutes. Commissioner Boothby seconded. Unanimous. **Motion carries.**

Rescinded motion: Commissioner Long rescinded the motion of minutes due to the fact that he was not present at the 10/15/08 Commissioners meeting. Commissioner Long then made the motion to approve the 9/24/08, 10/3/08 non – public, 10/22/08 and 10/23/08 minutes as written. Commissioner Boothby seconded. Unanimous. **Motion carries.** The 10/15/08 minutes will be brought to the next Commissioners meeting for approval by Commissioner Daigneault and Boothby.

With no further business to discuss, the meeting was adjourned by unanimous vote at 8:47 AM

Angela A. Bovill, Administrative Assistant

Attest: _____
Philip P. Daigneault, Chairman

Christopher D. Boothby, Vice Chairman

Richard W. Long, Clerk