



BELKNAP COUNTY COMMISSIONERS
34 County Drive
Laconia, NH 03246
Phone (603) 527-5400
Fax (603) 527-5409

Christopher D. Boothby
Chairman
Meredith

Edward D. Philpot Jr.
Vice-Chairman
Laconia

Richard W. Long
Clerk
Belmont

Minutes
Belknap County Commissioners Meeting
December 2, 2009, 7:30 AM

Commissioner Boothby called the Belknap County Commissioners meeting to order at 7:30 AM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Chairman Christopher Boothby, Vice Chairman Edward Philpot Jr., Clerk Richard W. Long and County Administrator, Debra Shackett.

Approval of minutes: M/Philpot, S/Boothby to approve 11/04/09 minutes. Y/Philpot & Boothby. Abstained. Long (was on vacation). Majority rules. **Motion carries.** M/Philpot, S/Boothby to approve 11/04/09 non public minutes. Y/Philpot & Boothby. Abstained. Long (was on vacation). Majority rules. **Motion carries.** M/Long, S/Philpot to approve the 11/12/09 minutes. Unanimous. **Motion carries.** M/Long, S/Philpot to approve the 11/23/09 minutes. Unanimous. **Motion carries.**

Interim Superintendent, Lt. David Berry: Interim Superintendent reported that things are in order in the Department of Corrections. Commissioner Boothby wanted to ensure that Lt. Berry is using his resources in the other Superintendents throughout the New Hampshire counties. Commissioner Long told Lt. Berry to think of it as another set of eyes to audit daily operations, this type of input is always useful. Commissioner Philpot knows that Lt. Berry will do what it takes and has confidence in his abilities and to utilize these resources at his discretion. Commissioners assured Lt. Berry that he can always ask for help and to rely on County Administrator Debra Shackett for any questions, needs, etc. Mr. O'Neil and Lt. Berry have already been working together on personnel issues.

NHAC Meeting for 2010 Conference strategic planning: The monthly NHAC executive committee meeting will be this Friday, 12/04/09 at 10:00 AM. At 11:00 AM the Belknap County Commissioners, Administrator Shackett, Mr. O'Neil, NHAC staff and Primex representatives will meet to discuss strategic planning for the 2010 NHAC Annual Conference that will be hosted by Belknap County. There was discussion.

2010 Budget presentation: Ms. Shackett reminded the meeting on Monday, 12/07/09 at 7:00 PM where the Commissioners will present their 2010 budget to the county delegation. Commissioner Long will not be able to make that meeting.

Regular meeting dates: There is a regularly scheduled Commissioners meeting on 12/16/09 at 7:30 AM. A meeting is also tentatively scheduled for 12/30/09, but may be canceled if it is determined that it is not needed at that time. Commissioner Boothby stated that he will be out of the State for the month of January, but that he would like to participate in county business using technology during that time for county business/meetings, etc.

Transfer: Ms. Shackett has a meeting at 4:00 PM today to request the approval of the Executive committee of \$27,000 for the courthouse roof project as approved by the Commissioners.

Unifund: Ms. Shackett briefed the board that the first ay for Unifund software training is scheduled for tomorrow.

Inventory update: The Courthouse is completed; Mr. Powell is now working on the Jail and Nursing Home.

BCEDC: The Belknap County Economic Development Council is holding a building committee meeting in the Commissioner's Office to look at the space that the County has offered to them. (Citizen's Council offices).

Administrators Meeting: Ms. Shackett held her third Administrators meeting, it was very well attended. Ms. Shackett said it was an excellent meeting and the communication between all was so great and so very important. Some items discussed were medical supplies and pricing fuel together as a whole in the spring. They continue to research police dispatch regionalization (sharing among towns/city).

Semi –Annual tax billing: Ms. Shackett told the Commissioners that RSA 29:11, towns/city has to pay their taxes by December 17th every year. (RSA eliminates billing factor previously discussed of billing towns/city twice a year. You can bill them, but they only need to pay in full by December 17th)

FBI Academy graduation: Ms. Shackett told the Commissioners that the Sheriff will graduate from the FBI Academy next week. Congratulations!

Draft policy handbook: Ms. Shackett told the commissioners that they will have a DRAFT of personnel policy handbook at their next meeting.

Facilities Analysis: Ms. Shackett is meeting with the Architects Thursday, 12/03/09.

Recycling in Belknap County: Deputy David Perkins from the Sheriff's department has been doing research on single stream recycling. The County can obtain a 10 yd. dumpster that anything that can be recycled could go into. The cost per month is \$115 (1 pickup per week). That is the flat rate; the actual costs could be more or less, a range from \$1200 – 3200 per year. Containers for recyclable can be put in designated areas along with containers for waste. Mr. Powell would orchestrate this additional work into his staffs' schedule. There was discussion. Commissioner Boothby commended Commissioner Philpot for pushing this effort of countywide recycling. Commissioner Philpot commended Deputy Perkins for doing the work. Deputy

Perkins and Maintenance Director Harold Powell will work together to put this plan into action. Commissioner's support recycling throughout the whole county. It is the right thing to do and the Commissioners thanked Mr. Perkins.

Parking lot: Commissioner Philpot wanted to compliment Harold Powell, the Maintenance Director and his crew for the great efforts and organization, etc. that took place to make the parking lot project a great success. Kudos to Mr. Powell and the whole maintenance staff.

Public comment: Commissioner Boothby asked for public comment. There was none.

Adjourn: M/Long, S/Philpot to adjourn at 8:25 AM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant