



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
July 15, 2009

Commissioner Boothby called the Belknap County Commissioners meeting to order at 7:03 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.

1. Primex (Nick Manolis): Commissioner Boothby opened the meeting by stating for the record that the County Conversations in the towns and city were very successful. This was worth the effort and time put for in reaching out to the towns and city and for obtaining feedback on their needs and their thoughts on the role of county government. Commissioners then turned the meeting over to Nick Manolis of Primex who will act as the facilitator of the August 12, 2009 forum, which will be the follow up meeting to the County Conversations.

Mr. Manolis has an observation and five questions that stem from this process. First, the observation. Mr. Manolis wanted to commend the Commissioners for their outreach efforts to their constituents. He thought that was impressive and that he believes that Belknap County is role model for facilitating these County Conversations and the outreach to gain insight on better more efficient, economic ways of doing business. Second, the five questions that will facilitate the next step in the process will be: 1) What is the purpose of doing this session, 2) What are the intended results, 3) what are the different roles played in this session, 4) What is the format chosen and 5) the Agenda. There were extensive conversations revolving around these 5 items by all Commissioners and the County Administrator. Commissioners all concur that they will introduce the 10 goals that they have been establishing with Primex at the forum. Mr. Manolis said that he would produce a draft (outline on the forum meeting) by next Tuesday for the Commissioners to review. Then they can make any changes that they see fit and get back to him immediately. Mr. Manolis accompanied by one of his colleagues, will facilitate the public forum on August 12. Commissioners thanked Mr. Manolis for all his work and active participation.

2. Approval of minutes: M/Philpot, to approve the 7/01/09 meeting minutes, S/Long for discussion. Commissioner Boothby; all in favor? Long abstained because he was not present. Unanimous. **Motion carries.**

3. NACO Conference: The 2009 annual NACO (National Association of Counties) Conference will be held in Nashville, TN from July 24 – 28th. Commissioner Boothby would like to attend. He believes that it is beneficial and has attended in the past. Commissioners Philpot and Long had discussions evolving around the conference and the programs that are offered relative to Belknap County. Commissioner Long felt that if it is worthwhile, then someone should attend. Commissioner Long (and Philpot) believes that in the future, the County Administrator should attend such conferences as the representative from Belknap County. Commissioner Philpot was concerned that the conference was geared to larger counties whom play a larger role and that it might not fit into what we are trying to do. He was concerned that they were no substantial return to the county for what it costs. (\$2000 approx). Commissioner Boothby said that there is something for everyone there. M/Long to authorize Commissioner Boothby to attend the NACO Conference, S/Philpot for discussion. Commissioner Boothby believes that there will be value in this trip but that he will not be the deciding vote on the matter. This will be table until the end of the meeting due to items on the agenda.

4. Administrators report: Ms. Shackett pointed out that we are at the end of the trial period for videotaping the meetings. She wanted to know if the Commissioners would like to continue. Commissioners feel that this is a public agency and would like to continue publicizing the meetings. They would like to look into the county buying equipment versus the cost of paying to have it taped. Ms. Shackett will gather some proposals for the commissioners to review.

Incentive Funds: The two agencies combined will receive 35% less then they each received last years. (Two agencies are Restorative Justice and YSB which combined into one agency now called Belknap County Youth Services).

LGC/NHRS: Belknap County contributed \$2900 to participate in the fight against unfunded retirement system mandates. Legal proceedings are now being initiated and Ms. Shackett will keep the board informed.

NHRS: Ms. Shackett submitted information regarding three positions in the county. She is recommending that we wait to hear of the “system,” finds us in compliance.

Laconia Federal Building: Mr. Shackett submitted a letter on interest to the US General Services Administration stating the Belknap County’s interest in obtaining the federal building or having input on its use to benefit the community.

Human Resource Director: Ms. Shackett has received 27 resumes for the position. She is in the process of reviewing and will start to schedule interviews next week.

Personnel Policy: Primex delivered a DRAFT on 7/1/09. Ms. Shackett has a meeting scheduled to begin the process of reviewing these polices. Once changes and recommendations are in place, Ms. Shackett will bring to the Commissioners for review. From there, they will be sent to a lawyer to review.

Mileage reimbursement: Administrator Shackett is requesting that the county convention members track their own expenses and then submit for reimbursements on our newly created reimbursement form. A system needs to be put in place, Commissioners concur.

Stimulus Funds: Administrator Shackett told the Commissioners the energy funding opportunities for counties are anticipated for late fall of 2009. Ms. Shackett is closely monitoring this item. Also, Commissioner Boothby stated that this would be an item on the agenda at the 8/7/09 NHAC meeting that he would like Ms. Shackett to attend.

2009 County Gov. Awards Committee for the NHAC: Commissioner Boothby will sit on that committee this year.

5. State of NH, DOJ residential substance abuse treatment Grant application for the Jail (Superintendent Grenier): Commissioners have reviewed; Superintendent Grenier is requesting permission to move forward. The program this will provide funding for is called ADAPT. (Alcohol and drug abuse prevention and treatment) The \$12,600 offsets the staffing costs, Horizon Counseling and expenses for materials for the class. There are no negatives. M/Long, S/Philpot to support the grant application. Unanimous. **Motion carries.**

Superintendent Grenier gave the stats on numbers in the facility. There are 86 inmates in the building. Due to terrible weather this summer, the crops for the farm program have not been good this year. Administrator Shackett asked about inmates out on eh work release and bracelet programs wondered if they are having a hard time obtaining jobs due to the economy. Superintendent said that they are still having good success.

6. Semiannual tour of the Department of Corrections: The Commissioners meeting was paused for the sake of their scheduled tour of the jail at 8:45 AM. Commissioners returned at 9:45 AM and continued the meeting.

7. Electricity savings program: Commissioner Long asked where we are at with the process. Administrator Shackett said that Harold Powell, Maintenance Director has heard back from 2 of the 3 vendors that he is seeking quoted from. Once all the information comes to Harold he will bring forth a proposal to the Board.

8. Motion on the floor for NACO Conference: Commissioner Philpot stated that he would be in favor of voting yes if the end result is that Commissioner Boothby brings back some good solid information and a full report to help maximize the county's benefit from his attending. Commissioner Long stated that this should have been ventilated earlier and that it was poor planning on our part. M/Philpot to take the motion off the table. M/Philpot to approve Commissioner Boothby's attendance at the NACo conference. S/Long. Commissioner Boothby abstained. Unanimous. **Motion carries.**

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

10. Adjourn: With no further business to come before the board, the meeting was adjourned by a unanimous vote at 9:53 AM.

Respectfully submitted,

Angela A. Bovill Administrative Assistant