



BELKNAP COUNTY COMMISSIONERS  
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Christopher D. Boothby  
Chairman  
Meredith

Edward D. Philpot Jr.  
Vice-Chairman  
Laconia

Richard W. Long  
Clerk  
Belmont

Minutes  
Belknap County Commissioners Meeting  
May 19, 2009

Commissioner Boothby called the Belknap County Commissioners meeting to order at 7:33 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 Long, and County Administrator, Debra Shackett.

**1. Approval of Minutes:** M/Philpot, S/Long approve 5/6/09 non public minutes. Unanimous. **Motion carries.** M/Long, S/Philpot approve 5/6/09 minutes. Unanimous. **Motion carries.** M/Long, S/Philpot approve the 5/7/09 AM minutes. Unanimous. **Motion carries.** M/Long, S/Philpot approve the 5/7/09 PM minutes. Unanimous. **Motion carries.**

**2. Towns meeting dates:** The schedule is almost final, just waiting to hear back from the town of Alton. Copy given to the Commissioners and those present. Chairman Boothby and Chair Millham are meeting today to run the cable spots, then they will meet to do the local radio spots, and then they will request that the press publicize in their respective newspapers. This is in an effort to get the word out so that they will have active participation and education of the goal of County Government and its role as a whole. Commissioners would like to meet with the County Department heads and employees to educate them on their goal prior to attending the various town meetings. Administrator Shackett will arrange a department head meeting as soon as possible.

**3. Lakes Region Partnership for Public Health (LRPPH, Susan Laverack and Lisa Morris):** Ms. Morris and Ms. Laverack thanked the Commissioners for allowing them give an update. Ms. Morris informed the Commissioners that Service Link Resource Center has been running now for 10 years. She indicated that the State has level funded their funding for this year. Service Link is a Nursing Home Diversion type program. Ms. Morris told the board that they have also established a program called Partners in Prevention - Substance Abuse Prevention Initiative. This is a 3 year grant which they are receiving Federal funding for. The funds are being used for CORE and other binge drinking, etc in young adults. There was also a detailed updated on the Emergency Preparedness relative to the H1N1 virus. LRPPH utilized the plans and activities that were put in place for such an event. Our Sheriff, Craig Wiggin serves as the public informational officer for this region. The two areas that are set up in a case a serious

emergency or a serious pandemic, one is in Meredith (Interlake's) and one is in Laconia (Community Tech). They reported that this was a positive experience for all test sites. H1N1 is a pandemic and it will be coming back. Ms. Morris told the board the DHHS is looking to regionalize public health and public health networks. By doing so, they have to be attached to government. (Maybe have the Counties in New Hampshire play a more active role?) Currently there are only two in the State, one is in Manchester and one is in Nashua. The State as a whole can better bring communities together for resources and better outcomes. Better regionalization of services needs to be addressed by everyone and that is what the Commissioners are trying to do here throughout Belknap County.

**4. Committee Reports:** Commissioner Philpot had one item to report. He has resigned as a Board member from the Belknap County Economic Development Council. Instead, he will act as a liaison to report back to the Commissioners. This way, Commissioner Philpot fills the proper role of representing the county, and that allows BCEDC to fill his position. Commissioner Philpot also shared that he planned on attending the Lakes Region Mutual Fire Aid (LRMFA) meeting 5/20/09 and would report back at the next scheduled meeting.

**5. Performance Contracting Project: Johnson Controls (Brad Parsons and Jim Cotton, Harold Powell):** Johnson controls are reporting back to the Commissioners based on the direction they were given to obtain renewable energy solutions for the County. Commissioner Philpot clarified that he is not a proponent of performance contracts because he feels that they are selling product driven around financing instead of the customers direct needs. It does not analyze what is best for the county. Johnson Controls went through a detailed presentation providing the recommended options: Biomass (woodchips/pellets), Biomass (wood pellets), Solar thermal and photovoltaic panels. Extensive discussions took place. Commissioners commented that this study has definitely raised an awareness of the current facilities in the County. Commissioners want to also research into the future capacity and needs of the county. Commissioners would like to have a full facilities plan analysis. They desire a broader facilities plan. Commissioners wanted JC to know that is what they were planning and maybe JC can be plugged into that program. Absent any compelling stimulus money, the county will undergo that process. Commissioners will determine if Johnson Controls will fit into that plan. Commissioner Long asked if they could "cherry pick" out certain items from their proposal. Johnson controls stated the County could choose whatever ECM's (energy conservation measures) they want. Commissioners asked what kind of time table they would be under if they proceeded. JC stated 9-12 months from start to finish. Commissioner Philpot also talked about the possibility that bonding such a project might be more beneficial than a performance contract. Commissioners thanked Johnson Controls for their work and indicated that they would take it under advisement and be in touch in the future.

**6. Courthouse roof proposal (Harold Powell):** Mr. Powell reported that he has been in touch with two structural engineers regarding the proposed roof replacement at the County Courthouse. The first company was NGC Structural, LLC. Mr. Powell indicated that this report is stamped by a certified engineer and that it looks good. Commissioners are concerned that no field work was done. There was also a proposal from RFS Engineering for scope of engineering services to the assessment of the Belknap County Courthouse Roof. Commissioners want to make sure that there is consistency in what the contractors are bidding on. Commissioners would like to have a

certified engineer to sign off and have their stamp on the RFP. There were discussions. Commissioners would like Harold to have RFS review the RFP and approve with their engineer stamp. Mr. Powell told the Commissioners that he had both these companies review the three quotes that he had obtained last month. It is now a matter of do you NCS or RFS engineers to review the RFP? One thing is for certain that the roof needs to be fixed. There was discussion. Commissioners concurred that they would prefer RFS look at the proposals and give their recommendation for application to be used on the roof. The Commissioners want to do it once and do it right, so they will spend the money. Two things need to be done from here and Chairman Boothby reviewed: 1.the facilities management process needs to move forward and 2. Commissioners would like to engage RFS to review what is the best roofing system at the courthouse, and they would also like Mr. Powell to give them the copy of the Johnson Controls study for long term efficiencies (i.e.: facilities management plan). Mr. Powell will move forward with the RFS proposal and obtain their services as specified in the proposal dated 5/13/2009.

**7. Voice over internet:** Mr. Powell has been gathering prices. Ideally, you would need to change all the software countywide to go with this type of system. Mr. Powell has also obtained quotes from two companies (Boeing and One Communications) which propose instant savings on phone services. Mr. Powell stated that by changing the county's service provider now, we can start to save immediately. Commissioners would like Harold to finish his research and be scheduled on the agenda for the June 3, meeting with his recommendations.

**8. Human Resources Director:** Ms. Shackett asked for guidance from the Board on hiring an HR Director for Belknap County. Commissioner Boothby made the motion for the County to go through the process (RFP, job description, etc) now of retaining a full time professional Human Resources Director. Commissioner Long seconded. Unanimous. **Motion carries.**

**9. Sheriff's grant:** The Commissioners reviewed the application for the 2009 BYRNE/JAG grant.

**10. Adjourn:** M/Philpot, S/Long at 9:35 AM. Unanimous. **Motion carries.**

Respectfully submitted,

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Angela A. Bovill, Admin. Assistant