



BELKNAP COUNTY COMMISSIONERS
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Richard W. Long
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Minutes
Belknap County Commissioners Meeting
September 23, 2009

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/Long to approve the 9/9/09 minutes. Unanimous. Motion carries.

Citizen's Council update: (Alan Robichaud, Gail Schohan, Rich Moed and Andre Paquette): Mr. Robichaud and the Executive Committee Members updated the Board of recent meetings that have taken place discussing his program. The United Way would like to come in and meet with the Commissioners for discussions. Commissioner Boothby volunteered to reach out to the United Way on behalf of the board and invite them to the next Commissioners meeting. Mr. Robichaud submitted the 2010 budget which is 50% of what was budgeted in 2009. Commissioners acknowledged the members for all their hard work over the last several months. They have worked tirelessly on this and Mr. Robichaud is to be commended for networking in the various organizations to come up with a hopeful solution for the Citizens Council moving forward. There was discussion on financing by the public versus private non for profit. All agreed that the United Way makes a lot of sense right now and would be a viable solution. Administrator Shackett said that we need to get something solid out of all of this, to define a role for the council and for the Executive Director in the process. A change should be made in the bylaws to prioritize this. These will be items to be discussed when the United Way makes their presentation to the Board. The Council members wanted to state that no matter which way this goes; they are on board and will continue to be an advisory committee to the Director.

LRMFA: (Doug Aiken and Chief Hayes) the question at hand is will the county still do the billing to the towns for LRMFA. Based on the County Conversations that took place and the discussion since last year's budget cycle, the towns are all aware that LRMFA may be billing them directly at some point. Mr. Aiken said that they sent out a letter to all towns saying that LRMFA will bill the towns direct. There has been no official response from ANY community. Commissioners said that there is no doubt on the value of LRMFA and what they do, that has

never been a question. It is just simply a billing issue. There was discussion. It is important that the towns understand clearly that they are responsible for the funding and LRMFA budget via their rep. (CHIEF) on the LRMFA Board. The County has no say or oversight over their budget. The oversight to LRMFA budget is the towns' responsibility. They need to exercise that control. Commissioners know that they have no say on the LRMFA budget; they just want certainty of scrutiny at the town level. Commissioners would like LRMFA to come before that board in a budget session to be kept informed and as a courtesy. Commissioners will continue to bill the towns as usual. Commissioner Philpot and Long concur with that, Commissioner Boothby is opposed.

County Audit: (Robert Vachon of Vachon & Clukay) 2009 was a transitional year for Belknap County. A lot of events took place that attributed to this. It was a learning process and together the County Administrator and the county Auditor will have a more efficient process with open communication moving forward. The first step will consist of a pre planning audit meeting that will take place. This will be very resourceful for both parties. Mr. Vachon said that the County had a very strong MD & A letter. Ms. Shackett and Ms. Mora are to be commended on this. This valuable document is like a financial report card for the county. The County has a strong balance sheet and is in great financial shape.

Window repair at the courthouse: Mr. Powell came back to the board with a revised proposal. Mr. Powell is recommending that the county move forward with the repairs to be done by Bonnette, Page and Stone at \$10,200. Commissioners asked if there was money in the budget. Ms. Shackett said yes. This is an emergency repair. M/Long, S/Philpot to authorize BP & S to move forward with the recommended proposal (Commissioner Philpot wanted to state that additional cost can occur) for repair on the windows within the existing budget. Unanimous. **Motion carries.**

Courthouse roof: (Harold Powell and Chad Monterose, RFS) Mr. Monterose recommended a TPO roof in his report. This product has been out since the 90's. It is a straight forward installation and has a 25 year warranty. The other system would be a built up roof system. RFS does not recommend aggregate in the built up system, it weighs too much. The built up system has been around for a long time. RFS is recommending that TPO roofing because that is where the direction of the industry is heading and it is easily installed. RFS has never had a problem with a TPO installed roof to date. Granted the TPO roof is more susceptible to damage when walked on, etc. They would add extra layers in the traffic areas. There was discussion. M/Philpot, S/Long to accept Rist Frost Shumway recommendation to install a TPO roof system at the County Courthouse. Unanimous. **Motion carries.** Commissioners want to get this out o bid.

Electricity: (Harold Powell): Mr. Powell presented his recommendation to purchase electricity at wholesale rates. There was discussion. Commissioners asked if we have a term agreement with PSNH. We do not. Commissioners asked if we have the ability to switch back and forth w/PSNH for better rates. We can. Commissioners asked if we could try for 3 months while the RFP goes out to bid. The answer is yes, as long as PSNH won't punish County when or if going back. Mr. Powell will clarify along with making sure there is not penalty on going back and forth for better rates.

Supplemental appropriation: The County will require a supplemental appropriation in the amount of \$120,000 for the Nursing Home parking lot project. The County Convention will hold a public hearing for this purpose on 10/05/09 at 7:00 PM. RFS is preparing an RFP and it is anticipated that the construction will be completed by mid-late November.

2009 Budget projections: There are no concerns at this time, and the projections have been reviewed by all departments. Ms. Shackett gave the Commissioners a budget report.

2010 Budget strategy: Ms. Shackett is asking the Commissioners to consider major capital projects to be included in the 2010 budget and funded with Federal Stimulus funds.

Bond refunding: The bond refunding for the County that was approved back in May is underway and will be completed before the next payment is due. Ms. Shackett requests a signature on the engagement letter with bond counsel. M/Philpot, S/Long for the Chair to sign the letter on behalf of the board. Unanimous. **Motion carries.**

Administrators meeting: Ms. Shackett has a meeting scheduled for 10/01/09 and has confirmation that most will be there. Commissioners asked Ms. Shackett to discuss billing taxes twice a year at one of her meetings.

TAN (tax anticipation note): Ms. Shackett stated that the County is in need of a TAN and that she is working on that currently. It will be for \$3 million dollars.

Recovery Zone bonds: Belknap County cannot use the bond allocation and should redirect our portion to the State to be re-distributed where it can be used to lend to private businesses. If we do not waive then the money then it goes back to the Federal Government and the state loses that option. This is part of the ARC money. This needs to be voted on by the Commissioners and then the County Convention. Commissioners don't really see that we have an option but to waive so that we can try to help some small business, etc. M/Long, S/Philpot to waive the county's authority to use this allocation. Unanimous. **Motion carries.** Ms. Shackett will also bring the request for waiver to the County Convention to request approval at the 10/05/09 meeting.

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

Non Public session: M/Philpot to enter into a non-public session 10:50 AM pursuant to NH RSA 91-A: 3, II (a) & (c) to discuss personnel issues and (e), litigation. S/ Long. Roll call vote by Chairman Boothby. Boothby – Y, Philpot – Y and Long – Y. Unanimous. **Motion carries.**

Adjourn: M/Philpot, S/Long to adjourn at 11:22 AM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant