



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

Commissioners Minutes July 14, 2010

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. (arrived at 7:33 AM, Clerk, Richard W. Long, County Administrator, and Debra Shackett.

Approval of minutes: M/Long, S/Philpot to approve the 06/30/10 minutes and the 06/30/10 non public, minutes as written. Unanimous. **Motion carries.**

Clean Agent Fire Supersession System: Mr. Powell reported that he received two quotes for this project. Mr. Powell is recommending Hiller New England Fire Protection, Inc. There were two levels to consider in this bid, upper and lower. Ms. Luther was present to discuss also. Discussions ensued around the 2 vaults, the room in the basement and a 3rd room which is an old probate office. Further study may be needed. This system was meant for the room in the basement to remove the wet system. All decided to take the next two weeks so that Ms. Luther, Mr. Powell and the facilities analysis company can meet to discuss the best options and bring back a recommendation at the 7/28/10 meeting.

Heating System Control Valves: Mr. Powell received one bid for \$32,500 from the same company that bid the first time it was released. The first bid was for \$29,500. Commissioners want to wait for this item until they hear the final outcome on the Water Conservation Project on 7/28/10 for financial reasons.

Contracts with Airgas and Technical Gas: Mr. Powell turned the floor over to Christopher Rogers for history and explanation. Mr. Rogers explained the old system versus the new system upgrades and efficiencies and that the new system would not bleed off gas as the old system has been. Mr. Rogers then reviewed the contact details and costs. M/Long, S/Philpot to enter into agreements with Technical Gas Products, Inc. and Airgas-East, Inc. as outlined. Unanimous. **Motion carries.**

Commissioners Reports

Commissioner Philpot: Reported that a technical study from the Facilities Analysis is coming soon. Commissioner Philpot briefed the Board on a meeting that had taken place with Goudreau Davis, Inc., Commissioner Philpot and some of the County Department heads. He commented on the fact that this has been a great process to go through for Belknap County.

Commissioner Long: Nothing new to report.

Commissioner Boothby: Commissioner Boothby wanted to ask how the Commissioners thought the County Conversations were going so far. Discussions ensued.

Ratification of the Sheriff's Contract: Mr. O'Neil is seeking approval of the agreement with the Sheriff's Department Union. Mr. O'Neil gave the Commissioners a handout with the overview of changes. Mr. O'Neil stated that there was good negotiations and dialogue through the whole process. He touched on some issues including wages, COLA, increase based on job performance. This is a 2 year proposed contract (01/2010 – 12/2011). This will align all three County Union contracts to be negotiated at the same time. Commissioner Boothby thought this was equitable. Commissioner Philpot was impressed with how this aligns with the personnel policy. All concurred with having raises based on performance valuation and not just anniversary date. Commissioners Long asked if perception on management is changing. Answer: yes. M/Long, S/Philpot to ratify the Sheriff's Union Contract and recommends the cost item to the County Delegation. Unanimous. **Motion carries.** After the delegation approves, the contract will come back to the Commissioners to be signed.

Administrators Report – County Administrator Debra Shackett

RFP: Ms. Shackett briefed the Commissioners that the RFP for Technology for Belknap County will be going out to bid in the next week.

Finance/Nursing reorganization planning: The team continues looking into different models for efficiencies throughout. They have been having weekly meetings to review management positions and support positions. There is a redundancy in having two business offices. They are trying to restructure. Ms. Shackett stated that for long range plan, there should be one finance office to encompass for the whole county and to hire a Finance Director to oversee the whole department.

Incentive Funds: Last year the State Administered the Incentive Funds, this year a selection committee will be formed and the state will administer money (half of last year's half) Ms. Shackett said it is important for all three Commissioners to participate on this committee.

Youth Services Van Lease: Ms. Shackett is requesting authorization for a three year lease and wanted to make it clear for the record that the first year will be at zero cost to the county due to a grant, but year two and three will need to be budgeted. M/Long, S/Philpot to approve the lease. Unanimous. **Motion carries.** Chairman will sign on behalf of the board.

Request to waive bid requirements: Ms. Shackett requested approval to waive the bid requirements and award the bid to Lily Pond Communications. There were two quotes.

M/ Long, S/Philpot to waive the bid requirement based on information provided and award the bid to Lily Pond Communications for \$17,237.00. Unanimous. **Motion carries.**

NHAC 2010 Conference: The Annual Conference will be discussed at the NHAC Executive Committee meeting on 08/06/10. Thus far, guest speaker David Lee has been scheduled as well as an IT Program. Arrangements are being made for a presentation by Marcus & Millichap.

Insurance pools: There was conversation based on an item that came up at the Barnstead County Conversations about towns pooling together for insurance. Commissioner Long asked if Belmont could do this. Ms. Shackett didn't think so because LGC has strict rules about requiring other relationships between towns. Commissioners questioned whether Primex does this. Commissioner Boothby stated that he will call the CEO, Ty Gagne and inquire.

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

Non-public session: M/Philpot, S/Long to enter into non public session pursuant to RSA 91-A; 3, II, (a). Commissioner Boothby took a poll of the board. Boothby-Y, Philpot-Y, Long-Y. Unanimous. **Motion carries.** Commissioners were in nonpublic session at 8:35 AM

Non public session concluded at 9:00 AM and the Board was back in a public session.

County Administrator: M/Philpot, S/Long to increase the County Administrator salary by 3% based on performance evaluation. Unanimous. Motion carries.

Adjourn: M/Philpot, S/Long to adjourn at 9:05 AM. Unanimous. Motion carries.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant