



BELKNAP COUNTY COMMISSIONERS
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Chairman
Meredith

Edward D. Philpot Jr.
Vice-Chairman
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Richard W. Long
Clerk
Belmont

Commissioners Minutes July 28, 2010

Commissioner Philpot 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: Vice Chairman Edward Philpot Jr., Clerk, Richard W. Long, and County Administrator, Debra Shackett.

Absent: Chairman Christopher Boothby.

Approval of minutes: M/Long, S/Philpot to approve the 07/14/10 minutes and the 07/14/10 non public, minutes as written. Unanimous. **Motion carries.**

Facilities report presentation: Commissioner Philpot asked if we could put the facilities presentation on the 8/25/10 meeting agenda. Commissioner Long will not be present at that meeting, so Commissioner Philpot would like to get the report and then wait to schedule on a meeting agenda until all three Commissioners are present.

Fire Suppression System: Commissioner Philpot took a tour of the basement storage area at the Courthouse. Mr. Powell indicated he did some research and was told that the fire suppression system will work even in a burn through. The advantage is that the system is portable so it can be relocated in the future if need be. The system is designed to save archival data from water damage. The Maintenance dept. will take care of sealing all holes, etc. Commissioner Philpot wanted to make sure that the company will still guarantee/warranty if maintenance does this work. Ms. Shackett indicated that in the facilities analysis plan, that room is not used for archival storage. Mr. Powell said it would at least be protected now until changes are implemented and Commissioners Philpot reiterated that it could be moved if need be. M/Long, S/Philpot to sign the contract with Hiller New England Fire Protection, Inc. for \$26,884 to complete the system for both rooms as proposed. Unanimous. **Motion carries.** Commissioner Philpot will sign on behalf of the board.

Water Conservation Project: This RFP was put out to bid a second time. Mr. Powell indicated that he would like to hold off on the valve replacements project until this water conservation project is completed (use some of the savings to fund). Mr. Powell is recommending that the water conservation project be complete by Conservation Plumbing and Heating for the \$57,000

quote. (This is ½ of what Johnson Controls said it would cost) Commissioners wanted to make sure that this would not exceed what has been budgeted. Commissioner Philpot stated that Mr. Powell needs to know the NET at every stage of these projects. M/Long, S/Philpot to award the bid to Conservation Plumbing and Heating for \$57,000 for the water conservation measures as proposed by Johnson Controls and to authorize Commissioner Philpot to sign the contract when Mr. Powell brings it up later today. Unanimous. **Motion carries.**

Deregulated electricity: Mr. Powell is recommending entering into contract with UMG, they are the low bidder. Mr. Powell checked their references and received positive feedback. This contract will save the county approx. \$40,000 in the first year. There are two options, a 6 month contract and a 12 month contract. It is the same pricing either way. PSNH is still responsible for the transmission, UMG just provides the electricity. There is zero impact on the budget; it should result in overall savings even after the retrofit. Commissioners want Mr., Powell to be on top of the budget so that no transfers are needed at the end of the year to be assured a positive net effect on the budget. Administrator Shackett recommends signing the 6 month contract and to also participate in the PSNH Smart Program. M/Long, S/Philpot to go with the Administrators recommendation. Unanimous. **Motion carries.**

Commissioners Committee Reports

Commissioner Philpot: Inquired as to when BCEDC is coming back to the board with an update. Commissioners concur with Administrator Shackett to incorporate their 90 day progress into the budget process and do it all at once. Commissioner Philpot also asked where the county was at with a contract for the Single Stream Waste. Ms. Shackett heard from Mr. Presher who stated that they have received enough partners to build the plant. The County just needs to sign the contract which Mr. Presher will forward to Administrator Shackett.

Commissioner Long: Inquired when the budget process will start for 2011 budgets. Administrator Shackett said in late August she will give everyone a form for the budget process outlining the budget request from all departments/outside agencies.

Administrators report

Audit report status: Ms. Shackett stated that the auditors have a draft statement prepared. Administrator Shackett stated that Marie Mora prepared the Management Analysis Report for the auditors and did an excellent job. The only item that has arisen is relative to GASB45 with regards to retiree benefits. The County just found this out in June and the auditors can't determine without an actuary. Commissioner Philpot was not happy that the auditors left the county in February and we just received the draft audit and then we just find out now about this GASB requirement. Commissioners would like an RFP put out for audit services.

Sheriff's Union Contract: Administrator Shackett asked the Commissioners to sign the contract. Commissioners will sign appropriately.

Youth Services Reorganization: Mr. Loanes indicating that the person in the full time position in his department is leaving. Mr. Loanes would like to replace with two part time people and feels

this would be more effective for his department. These two part time positions will not be benefit eligible positions. (Under 35 hours for retirement purposes) Commissioners concur and understand that the program is growing, especially the adult diversion triage piece, and that this structure will be monitored and revisited as we go. Mr. Loanes thanked the Board and the Commissioners commended him on the great job that he is doing along with the James Carroll and the County Attorney's office. Great team work!

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

Adjourn: M/Long, S/Philpot to adjourn at 8:28 AM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant