



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
September 22, 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., Clerk, Richard W. Long, and County Administrator, Debra Shackett.

Approval of minutes: M/Long, S/Philpot to approve the 09/08/10 minutes with one minor change on page 1. Unanimous. **Motion carries.**

Wrap up Forum: Discussion took place on items to be discussed at the commissioner's public forum on 9/30/10 at 6:30 PM.

Budget work sessions: Commissioners will have budget work sessions on October 14, 2010 starting at 8:00 AM and again on October 15, 2010 from 8:00 AM – Noon.

NHAC Conference: Commissioner Boothby wanted to make sure that as the host county, we were all set in taking care of the items for the conference. Commissioner Boothby will get contact info. For Penny Sommers for assistance also.

Harold Powell, Maintenance Quarterly departmental review: Mr. Powell gave the Commissioners a written report on both ongoing and recently completed projects, budget figures and staffing levels. Mr. Powell also informed the Commissioners that he should have the warranty by the end of the month for the courthouse roof. That will resolve that order of business.

RFP on heating system controls: There were three quotes received. Mr. Powell gave an overview on his findings. Mr. Powell's recommendation is to award the contract to Conservation Plumbing and Heating for \$23,500 plus an additional amount of \$3,200 for installation of isolation valves. M/Philpot, S/Long for discussion. Commissioner Philpot wants to know where this puts us in the overall budget and what the exact numbers are. Ms. Shackett will print that report out. Commissioner Boothby asked if there was any more discussion. There was none. All in favor. **Motion carries.** Commissioner Boothby will sign the contract.

Facilities Analysis - Gary Goudreau: After months of intense analysis, the final report of findings is ready to be presented to the board of Commissioners. Mr. Goudreau, Commissioner Philpot and Administrator Shackett along with all county department heads have reviewed all departments and

made recommendations which helped us arrive with findings. All of this information is now compiled in this report with various baselines of 5, 10 and 15 years.

Mr. Goudreau presented the report along with a power point presentation and pointed out some glaring short term needs along with long term strategies/goals. This presentation is informational only today and nothing has been set in motion. The next steps in this process will be to prioritize problems and solutions. There will be a practical list coming from the engineering study in addition to drawings, etc. Commissioner Philpot reiterated that this has been a great process to go through for Belknap County. Commissioner Boothby asked for public input. There was none.

IT Services Contract: Ms. Shackett has brought forth the contract to be signed for the County's new IT vendor Mainstay Technologies. This is a one year contract and Ms. Shackett recommends Option #2 for \$69,000 and is requesting authorization for the chair to sign. M/Philpot, S/Long to authorize the chairman's signature and accept the recommendation of the Administrator. Unanimous. **Motion carries.**

MS-45: Needs to be signed for the apportionment of taxes.

Administrative report: Ms. Shackett reported a \$419,276 in budget reductions at the Nursing Home! (net savings) Kudo's from the Commissioners to the TEAM!!

Incentive Funds: Meeting here at the County Complex on Wednesday, October 13, 2010 at 2:00 PM.

Dispatch Study: Ms. Shackett informed the Commissioners that this was in progress.

Commissioners Committee Reports:

Commissioner Boothby: Nothing to report.

Commissioner Philpot: BCEDC will be looking into reorganizing once their current Executive Director leaves. Commissioner Philpot will contact the Chair of BCEDC for discussion.

Commissioner Long: Nothing to report.

Public Comment: There was none.

Adjourn: Unanimous vote to adjourn at 9:26 AM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant