



BELKNAP COUNTY COMMISSIONERS
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Minutes
Belknap County Commissioners Meeting
February 3, 2010

Commissioner Boothby called the Belknap County Commissioners meeting to order at 7:34 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.

Sheriff Craig Wiggin, Dispatch Services: There was a letter sent to the Commissioners from the Town of Gilford regarding a meeting that they had with Sheriff Wiggin to discuss the possibility of having the Sheriff Department dispatch for the Town of Gilford from 11 PM to 7 AM on a daily basis. The Sheriff explained that his department does not have sufficient resources to provide dispatch services during that shift. They had discussions. Commissioners stated that these are good discussion to have and blend in to the regionalization issue that has been a topic of interest to many in this area. The Sheriff felt diligent to mention that for the past 25+ years, Gilford has always done it that way. This will be an item for the Commissioners strategic planning. Ms. Shackett told the Commissioners that this has also been a topic discussed at her Administrators meeting and all that have spoken agree that a study needs to be done. Some of these things are already underway.

Harold Powell, Recycling: Mr. Powell recommended that the Commissioners sign a contract with Waste Management for recycling services. Mr. Powell is the chairman of the county wide recycling committee. The committee has met once so far. Mr. Powell indicated that we need to educate our employees on single stream recycling and is anxious to get this under way. M/Long, S/Philpot to sign the contract with Waste Management to start a single stream recycling program. Unanimous. **Motion carries.** Commissioners asked Ms. Shackett the status of where we are at with the Coop based on the last meeting when they gave their presentation on single stream recycling and asking the county to join the Co-Op? Ms. Shackett stated that Mr. Presher is currently writing a contract for the county.

Administrators Report- County Administrator Debra Shackett

HB 1483: Ms. Shackett told the Commissioners that the subcommittee is recommending an amendment which basically reverts to the current statutory language. The next meeting is scheduled for 2/9/10 and Ms. Shackett will attend.

HB 1355: This bill is regarding the State's ability to transfer money out of the Nursing Home line items. The next meeting is Thursday afternoon and Ms. Shackett will attend. Commissioners commended Ms. Shackett for doing such a great job on monitoring and testifying at the legislature on these bills.

Budget hearing: Ms. Shackett informed the Commissioners that the County Delegation has a budget meeting scheduled for 2/16/10 at 6:00 PM.

Courthouse roof project: Ms. Shackett recommended that the Commissioners re-appropriate the balance remaining in the courthouse roof replacement line item. It is approximately \$120,000. This would have no effect on the amount to be raised by taxes, but would allow the project to continue in 2010. The Commissioners agreed. This will be presented to the Delegation on the 16th.

Facilities analysis: All the required questionnaires have been turned in and meetings with Department Heads have been scheduled for this week. In addition, the Architects will be attending the 2/8/10 Department head meeting to have discussions.

Welcome Superintendent Ward: The new Superintendent of the Department of Corrections, Mr. Daniel Ward was introduced to the Board of Commissioners. Mr. Ward stated that he has had a great first week. He already met with Mr. Marshall at the Nursing Home to look into the food service provided to the jail. They will be able to reduce the food in costs in Corrections by \$300,000 in 2010. This is great news! Mr. Ward is working with Mr. O'Neil regarding the retirement of an existing employee and the process that will take place to re-hire for that position. Mr. Ward met extensively with Mr. Powell to go through the whole Corrections facility. Mr. Ward said that there are a lot of good maintenance items that are being addressed in the facility and that Mr. Powell was great to work with.

Energy Grant: Ms. Shackett told the Commissioners that they are beginning to implement the 1st phase (historic preservation approval has been granted). Ms. Shackett said that the boiler in the jail will be the first priority. She also announced that they have allocated another \$140,000 for phase 2. The application is due by 2/15/09. Ms. Shackett is working on a plan of improvements (based on the Johnson Control Study) and will request approval for that at next week's 2/10/10 Commissioners meeting.

Audit: The audit preparation is underway. The County's audit will take place the 1st week of March. The auditors submitted a list of items and Ms. Mora is working on gathering all the required information for the audit.

Commissioners Reports:

Commissioner Boothby – Nothing to report.

Commissioner Philpot: Commissioner Philpot met extensively with Tom Garfield, Mike Pearson and Jennifer Boulanger from BCEDC. Commissioner Philpot gave all the correspondence from that meeting to Ms. Shackett. The delegation put back the \$27,000 in the budget that the Commissioners had taken out. BCEDC justified their request for \$75,000 in the

2010 budget. Commissioner Philpot said that their budget does require a lot of scrutiny. They had good discussions and Commissioners Philpot explained the Board of Commissioners take on the budget. Items like the fact that they have high personnel costs and should the county be financing BCEDC as an outside agency into the future. Commissioner Philpot said it begs the question of what the county's role is going forward.

Commissioner Long – Nothing to report.

Approval of minutes: M/L, S/Philpot to approve the 1/20/10 minutes AND the 1/20/10 non public minutes as presented. Unanimous. **Motion carries.**

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

Non public session: M/Philpot to enter into non public session pursuant to RSA 91-A: 3, II, (a) to discuss a personnel issue. S/Long. Commissioner Boothby polled the Commission. All in favor. Unanimous. **Motion carries** and the Commission entered into non-public session at 8:27 AM.

Non public session concluded at 8:47 AM and the board was back in a public meeting.

Adjourn: M/Philpot, S/Long to adjourn at 8:48 AM. Unanimous. Motion carries.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant