



BELKNAP COUNTY COMMISSIONERS  
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Christopher D. Boothby  
Chairman  
Meredith

Edward D. Philpot Jr.  
Vice-Chairman  
Laconia

Richard W. Long  
Clerk  
Belmont

Minutes  
Belknap County Commissioners Meeting  
January 20, 2010

Commissioner Philpot called the Belknap County Commissioners meeting to order at 7:35 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 was on a scheduled vacation.

**Single Stream Recycling: Jim Presher, Liz Beddard (Concord Regional Solid Waste/Resource Recovery Cooperative):** Mr. Presher narrated a power point presentation regarding single stream recycling. Mr. Presher explained who the Coop was and their role in considering the single stream recycling program. The Coop future plan is construction of a single stream facility in Boscawen. (They have the \$15 million in cash to do this). They need more recyclable material than their existing co op members can provide. They have approx. 15,000 tons and would need additional 10,000 tons to total 25,000 in order to build the facility. They are meeting with many potential associate members. They are securing all permits and estimated costs. Things are in order, they just need additional tonnage. There was discussion. They also noted that 60% of tonnage is recyclable. Commissioners asked what the County would have to do in order to become members. The County would need to sign a 15 year contract to join. Commissioners asked if there was any way out of that if need be. There are options for that. Becoming a Co-op member and single stream recycling is cost beneficial, efficient and a good step for our carbon foot print into the future.

**Facilities Analysis:** Ms. Shackett provided the Commissioners with the Agreement for architectural and engineering services for the Belknap County Facilities Analysis Master Plan. The cost to complete will be \$68,000. Administrator Shackett is requesting a motion to authorize the Vice Chairman to sign the agreement on behalf of the chairman. M/Long, S/Philpot to sign the contract as presented. Unanimous. **Motion carries.**

**NACO Conference:** There is money budgeted for the 2010 NACO conference for two people to attend. Ms. Shackett stated that if you register by a certain time you can save \$75.00 last year when Commissioner Boothby attended it was discussed that the Administrator and a

Commissioner would benefit from attending. Commissioners would like more info on the conference. There was discussion. Administrator Shackett shared with the Commissioners that she recently received information on a State Certified Public Manager Program and that if given a choice, she would rather do that than the NACO conference this year. Commissioners would also like to have more information on that.

**Primex Health Contract:** Commissioners were given a copy of the “Agreement and Resolution to enter Primex Health 1% Extra Discount Program July 1, 2010 through June 30, 2011”. Ms. Shackett and Mr. O’Neil recommend that the Commissioners sign this contract. M/Long, S/Philpot to enter into a contract with Primex by the deadline of 2/5/2010 to save the 1% on the insurance as recommended. Unanimous. **Motion carries.**

**Strategic planning meeting with Primex:** Ms. Shackett is trying to schedule a strategic meeting with Primex and asked if February 10<sup>th</sup> would work. The meeting will be scheduled for 5:00 PM.

### **Administrative report from County Administrator Debra Shackett**

**Energy grant:** Ms. Shackett informed the Commissioners that the county received the energy grant that she had applied for. This will allow items like insulation and weatherization, etc to be updated in various locations in the County. It was for approximately \$243,000.

**HB 1483 status:** Ms. Shackett is tracking the progress of House Bill 1483.

**Virtual Town Hall:** Ms. Shackett informed the Commissioners that the new website design is actively underway and it is very exciting.

**TAN Cash flow projection:** Administrator Shackett gave the Commissioners a projected cash flow statement for 2010. Based on these numbers Ms. Shackett told the Commissioners the County will need to borrow money in mid-late March (a Tax Anticipation Note). There will be two borrowings in 2010.

**FMAP money:** This is the money that we will continue to receive through 2010. Belknap County portion of the FMAP money is \$288,704.50. Ms. Shackett has been informed that the payment is on its way!

**Annual report:** Ms. Shackett asked the Commissioners if it is their intention to have a dedication or an acknowledgement of sorts in the 2009 annual report. Commissioners will consider and get back to her in the near future.

**Fit for life challenge:** Mr. O’Neil and Ms. Laflamme have been focused on ways to impact the utilization of health insurance. They have been speaking with Primex, our insurance provider. Primex has offered a 12 week program that they would like to implement county wide called the “Fit for Life challenge”. It will also be a great friendly competition throughout the county to see who can lose the most. There will be incentives offered to those that loose the most body mass. It will be a great way to motivate and to encourage overall wellness for all county employees.

The event will kick off on Wednesday, February 10, 2010. Commissioners thought this was an excellent idea and are in full support.

**Approval of minutes:** M/Long, S/Philpot to approve the 1/06/2010 meeting minutes AND the 1/06/2010 non public meeting minutes. Unanimous. **Motion carries.**

**Public input:** Commissioner Philpot asked if there was any public input. There was none.

**Non Public Session:** M/Long, S/Philpot to enter into non public session per RSA 91-A:3, II (a) regarding compensation. Philpot/Y, Long/Y. Unanimous. **Motion carries.** Commissioners were in non public session at 9:17 AM.

Non public session was concluded by unanimous roll call vote at 9:48 AM and the Commissioners were back in a public meeting.

**Adjourn:** With no further business to discuss, the meeting was adjourned by a unanimous vote at 9:48 AM.

Respectfully submitted,

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Angela A. Bovill, Administrative Asst.