



BELKNAP COUNTY COMMISSIONERS
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Edward D. Philpot, Jr.
Chairman
Laconia

John H. Thomas
Vice-Chairman
Belmont

Stephen H. Nedeau
Clerk
Meredith

Commissioners Work Session Minutes April 13, 2011

Commissioner Philpot called the Belknap County Commissioners work session to order at 5:30 PM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

In Attendance: Commissioners Edward D. Philpot Jr., John H. Thomas, Stephen H. Nedeau and County Administrator, Debra Shackett.

Truck Purchase: M/Nedeau, S/Thomas to purchase the F350 pickup truck from Irwin as recommended by Mr. Powell. Commissioners want the truck ordered in white as the color. Unanimous. **Motion carries.**

Rototiller purchase: Mr. Powell recommended trading in the old tractor (which isn't working) for a new rototiller that will fit on the new tractor. All 3 Commissioners concur. M/Thomas, S/Nedeau to trade the existing tractor in for the new rototiller attachment that fits on the new tractor at zero cost (trade). Unanimous. **Motion carries.**

Conservation District: Administrator Shackett received an email from Lisa Morin, Director of BCCD expressing her concern about office space and monies from the federal government. The county is already short on space, so that is not really an option for BCCD. Perhaps the Conservation District can research co-existing/consolidating with another agency or another county, especially if they might not be supported (via office space) by Federal Government into the future.

Juvenile Prosecutor: Administrator Shackett informed the board that the new County Attorney will be working on this item. It is underway.

Community Corrections: Administrator Shackett told the Commissioners that she met with the Superintendent and outlined the tentative order of business for the project. The first of which will be to hire a consultant. Commissioners will be looking for the Administrator and Superintendent to bring back a recommendation for which consultant to hire at their first May meeting. Commissioner Philpot will also inquire at the court on the best process to follow when contacting the Judge to ask for their interest in participating and get back to Administrator Shackett with that info.

Facilities Projects list: Commissioners and Administrator Shackett had discussions on the following:

- Accounting software: Administrator Shackett expressed that the county needs new accounting software.
- Handicapped parking spaces at courthouse: Instructed Harold to immediately relocate those spaces at the courthouse to make handicapped.
- Walkway from Nursing Home to lower parking lot – in need of a side walk, it is a safety issue.
- Commissioners want this same list (facilities list) at every meeting to keep checking off/reporting/updating.
- Dispatch – Commissioners signed the engineer proposal from Rist Frost Shumway for the roof replacement design so that this project can start right away. The only change that Commissioner Philpot made to the proposal was to increase site visits from 3 to 5 and he initialed.
- Nursing Home ventilation hood: Mr. Powell will communicate with Ms. Langlois in purchasing and get her specifications so that vendors could be sought for the work right away. They would like an update at the 4/20/11 meeting.
- Camera/surveillance system: Nursing Home wants to have more cameras. Cameras needed in the Commissioners/Admin. Side of building in parking lot. Add to current quote. Commissioners also want something done about the front door security in this office. All 3 concur that we need it in our main entrance. Mr. Powell will get the vendor here to update and re-quote.
- Commissioners want the Sheriff to come to the next meeting to explain what the digital alarm monitoring is.
- Commissioners want the window in the Sheriff's Dept. (in front office entrance) to be made bullet proof this year.
- Jail roof and courthouse roof: Two separate issues, Commissioners want Gary Goudreau, the architect involved.
- Courthouse HVAC system: Commissioners also want Gary Goudreau involved in this.
- Renovations in the Administration Wing: Commissioners talked about functionality on a temporary basis. The set up that exists currently does not work. We probably don't need to spend \$700,000 but there is a happy medium. With a little shift, we can accomplish with less money. Commissioners would like to have a session with Gary Goudreau to analyze the admin area and receive recommendations. Commissioners want this done over the next couple of weeks as a time line for feedback.

Commissioners wanted to review what items will be addressed right away with little costs.

1. Bollards in the walkway by the lower parking lot
2. Bullet proof glass in the sheriffs window of front office
3. Handicapped parking spaces at courthouse

Adjourn: Unanimous motion to adjourn at 6:45 PM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant