



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 Meeting Minutes August 10, 2011

Commissioner Philpot called the Belknap County Commissioners meeting 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.

**Financial Report:** Finance Director Glen Waring updated the Commissioners on the status of the recommendations front the auditors. The few remaining items are in the Registry of Deeds department. Administrator Shackett sent an email to Ms. Luther, the registrar with the recommendations and Ms. Luther has chosen not to implement thus far. Commissioners stated that they accepted and approved the recommendations of the auditors and wanted to know why Ms. Luther was not willing to implement. Ms. Shackett informed the Commissioners that she has contact the county's legal counsel and Ms. Luther has contacted her own council. They are hopeful that after a discussion takes place that the recommendations will be implemented. Commissioners expect to have compliance with this matter before the next meeting and would like Ms. Shackett to put it on the agenda for the 9/7/11 Commissioners meeting.

**Duct cleaning at the Department of Corrections:** After further research of this project and the bids specifications, Administrator Shackett would like the Commissioners to reconsider their motion that they made at the 7/27/11 meeting to reject the only bid received from Indoor Air Technologies. Ms. Shackett is recommending that the county award the bid to the only company that submitted a bid, Indoor Air Technologies for \$39,900. This was an open and correct legal bidding process and a technical reconsideration is requested. M/Nedeau, S/ Thomas to accept the bid as recommended after further research by the County Administrator and to start the job ASAP. Commissioner Philpot abstained due to the fact that he was not present at the 7/27/11 meeting. Unanimous. **Motion carries.**

**Approval of Minutes:** M/Thomas, S/Nedeau to approve the 7/27/11 regular and the 7/27/11 nonpublic meeting minutes (2 sets) Commissioner Philpot abstained due to the fact that he was not present at the 7/27/11 meeting. Unanimous. **Motion carries.**

**Administrators Report:** The Sheriff and the Finance Director meet with Barnstead Officials last night. The meeting went very well. All efforts are being made to keep the ball rolling on this project. All parties are very optimistic!

**Project update:** The dispatch roof bid has been awarded and the Sheriff is putting together an RFP for the console purchase. The committee that has been meeting regarding the surveillance system for the county complex has been meeting with various vendors and is now developing an RFP. Commissioners want to make sure that this project is coordinated with the renovation that is taking place in the Administration wing. The RFP for the Renovation for the Administration wing has been put out to bid. There will be a walk thru next week. The cost of the courthouse HVAC system will cost twice what we thought it would. It is a huge project and it will be done once and done right. The roof at the courthouse will cost more than anticipated also. The renovations in the Administration wing will come in under what was estimated. Two finance software packages are being considered. A proposal will be made in the very near future. The Committee has been meeting to look into health insurance plans. Mr. O'Neil, Human Resource Director indicated that they are looking at LGC plus Schoolcare to see what options they offer.

**Fund balance:** Finance Director, Glen Waring explained the project fund balance and the variables that could affect it. Commissioners found this very helpful and thanked Mr. Waring for the update.

**Commissioners Committee Reports:** Commissioner Thomas attended a meeting on energy efficiency grants for local and county governments recently. He reported that Gunstock Recreation Area has dropped their energy bills by 20% so far this year! Commissioner Nedeau attended the NHAC meeting last week and spoke with Judge Tina Nadeau. She is interested in a tour of our Department of Corrections Facility.

**Adjourn:** With no further business to come before the board, M/Nedeau, S/Thomas to adjourn at 6:20 PM. Unanimous. **Motion carries**

Respectfully submitted,

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Angela A. Bovill, Administrative Assistant