



BELKNAP COUNTY COMMISSIONERS  
34 County Drive  
Laconia, NH 03246  
Phone (603) 527-5400  
Fax (603) 527-5409

Edward D. Philpot, Jr.  
Chairman  
Laconia

John H. Thomas  
Vice-Chairman  
Belmont

Stephen H. Nedeau  
Clerk  
Meredith

## Commissioners Meeting Minutes August 24, 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.

**Facilities Manager:** Dustin Muzzey was introduced to the Board and welcomed. The Commissioners are excited to have Mr. Muzzey as part of the Belknap County Team and welcomed him.

**Calendar items:** Commissioners reviewed the meeting schedule for the remainder of August. Commissioners will schedule an additional meeting on Monday, August 29, 2011 at 5:00 PM.

**Meeting Minutes:** M/Thomas, S/Nedeau to approve the August 10, 2011 meeting minutes. Unanimous. **Motion carries.**

**Courthouse Roofing Project Awarded:** Commissioners re-affirmed the 8/16/11 vote to award the Courthouse Roofing Project to Therrien Co. M/Thomas, S/Nedeau to award the Courthouse Roofing Project to Therrien Co and to approve the contract with Therrien as recommended by the County Administrator. Unanimous. **Motion carries.**

**Dispatch roof replacement:** The Company who was awarded the bid, Eastern Exterior, is ready to start next week. Ms. Shackett has the contract for the Commissioners to sign. This was approved at the 07/27/11 meeting. M/Thomas, S/Nedeau to sign the contract in the amount of \$22,350. Unanimous. **Motion carries.**

**Administrative Report:** Administrator Shackett, Sheriff Wiggin and Finance Director Glen Waring met with Barnstead's committee last night. A proposed contract was drafted by one of the committee members. The committee has done a great job accomplishing their mission to find the facts! The County would like to go to the Board of Selectmen to negotiate. The County will send a letter to the selectmen to let them that we are more than willing to provide any information, attend any public hearings, meetings, etc. with their town's people in an effort to keep this moving forward. Administrator Shackett will draft the letter. Ms. Shackett reminded

the board that she will be attending the ICMA conference in Milwaukee in September. Ms. Shackett and Mr. Waring met and had a thorough discussion on the budget. There will be an Executive Committee meeting on 8/29/11 at 4:30 PM for the bi-annual report on the status of the county budget. Administrator Shackett updated the Commissioners on the status of the audit recommendations in the Register of Deeds office. Commissioners stated that the auditor's recommendation has still not been followed despite the Commissioners vote to implement and the Commissioners want a time table for compliance. Commissioners want the Register of Deeds to come before the board at their next meeting. Ms. Shackett has been reviewing the 2012 legislative service request. Administrator Shackett will review and analyze the ones relative to the county and recommend how we should weigh in on them. CPM – II starts next week for Ms. Shackett. The County received an additional \$178,000 in stimulus money yesterday. This is the 4<sup>th</sup> quarter payment and the money is already in the county's account. Ms. Shackett would like to schedule a meeting to discuss new software purchase. Commissioners think this and very much needed would be great. In addition, they are hoping that the delegation will be as excited as it will bring better budgeting reports, etc. As mentioned several times during budget process. This stimulus payment will cover the cost. Commissioners will schedule a special meeting for Monday, August 29, 2011 at 5:00 PM to hear the recommendation of the County Administrator and the County Finance Director on new software.

**Project update:** Administrator Shackett gave an updated spreadsheet on the ongoing projects in the County including the status of each. There was discussion.

**Commissioners Committee Reports:** Commissioner Thomas stated that the UNH 4-H Fair went very good and was well attended. BCEDC will be meeting next Friday for their regular meeting. They will also be attending the 9/7/11 Commissioners meeting to give their quarterly update and an update on the Colonial Theater Project. Commissioners asked Ms. Shackett to invite Matthew Lahey and Alida Millham to a Commissioners meeting to give an update on the status of the Old State School Property. Commissioner Philpot said that all is well at Genesis and the Conservation District will be having a number of informational sessions, water shed meeting, etc. All of which will be very well advertised to the public. Commissioner Nedeau stated that they have had a few problems at the airport with animals. Commissioner Nedeau also wanted to recognize the passing of former representative Robert "Bob" Holbrook. He will be sorely missed. Commissioner Thomas also acknowledged the passing of "Joe" Holiday.

**Adjourn:** With no further business to come before the board, M/Nedeau, S/Thomas to adjourn at 6:13 PM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill,  
Administrative Assistant