



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 October 5, 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.

Project update: Facilities Manger Dustin Muzzey gave the board an up to date report on the status of major projects going on throughout the county including courthouse roof replacement, dispatch roof, admin renovations, etc. Mr. Muzzey also informed them that the courthouse HVAC plans are about 80% complete, and that it should be put out to bid by the third week in October. Mr. Muzzey also provided a spreadsheet with the timeline of the administration wing renovations.

Victim Witness Advocate Grant and the Byrne Justice Assistance Grant (JAG) Program: County Attorney Melissa Countway Guldbrandsen came before the board seeking approval for these two grants. There was discussion. Administrator Shackett recommended approving both of these grants as presented. M/Nedeau, S/Thomas to approve the Victim Witness Grant. Unanimous. **Motion carries.** M/Thomas, S/Nedeau to accept the Dept. of Justice Byrne JAG Assistance Grant. Unanimous. **Motion carries.**

Prosecutions: Attorney Guldbrandsen asked if she and the Sheriff could discuss prosecution services at the next Commissioners meeting. She also indicated that she would make a request of the Board during the next budget process that the part time prosecutor is made a full time position.

IT Support Contract: Administrator Shackett asked the board to approve the contract renewal with Mainstay Technologies for 2011-2012. M/Thomas, S/Nedeau to authorize the chair to sign the contract as recommended by the County Administrator. Unanimous. **Motion carries.**

Approval of minutes: M/Nedeau, S/Thomas at approve the 09/21/11 minutes as written. Unanimous. **Motion carries.**

Correspondence: There was a letter from the Union Cemetery Association thanking the county for the labor/work provided by inmates. Commissioner Nedeau asked that a copy be sent to the City Manager.

Memo of Understanding from the AOC regarding video conferencing: Commissioners asked Administrator Shackett to obtain a cost on the required broadband internet bandwidth capacity before they sign the MOU. They are very supportive of the project, but want to know the cost.

LRGH letters from Mr. Clairmont: Commissioners were deeply offended by the letter from Mr. Clairmont. Commissioners reiterated that the county has no such policy, and that the County Attorney and the Superintendent are professionals that do their jobs and do them very well. The Commissioners asked Administrator Shackett to contact Mr. Clairmont to discuss the matter.

Administrators report: Ms. Shackett provided a detailed report on the ICMA conference that she attended last week. The conference was one of the best that she has attended. She was very enthusiastic about this experience and is looking forward to implementing some new ideas and possible training.

Department of Corrections Update: Superintendent Ward reported that the number of inmates generally increases this time of year. Currently the population inside the building is 113, but there are 139 inmates under the supervision of the Dept. Of Corrections. The gym is now being used as a housing unit. These increases are challenging the budget. There are more people coming into the jail than those leaving. This is due to longer sentences, SB500 releases coming into the facility. The Superintendent is sharing inmates with other counties to try and help the situation. He indicated that consultant David Bennet might have a possible plan for the interim period of what Belknap County could do. (Between the needs now and the building of a new facility). Commissioners thanked Superintendent Ward for his detailed update.

Committee reports: Commissioner Thomas attended a business fair event hosted by BCEDC at the Margate and said it was a huge success. He also attended the Cooperative Ext. meeting on 9/27/11 and stated that their new location was very nice and that their budget is on good shape. Commissioner Nedeau and Philpot had nothing new to report.

Non-public session: M/Thomas, S/Nedeau to enter into nonpublic session pursuant to RSA 91-A; 3, II, (e). Commissioner Philpot took a poll of the board. Thomas-Y, Nedeau -Y Philpot - Y. Unanimous. **Motion carries.** Commissioners were in nonpublic session at 6:44 PM. Commissioners concluded nonpublic session and were back in a public meeting at 6:56 PM.

Legal issue: Commissioners unanimously agreed to sign (as recommended by their council) a declaratory judgment petition prepared by their Attorney and to be filed with Belknap County Superior Court. M/Nedeau, S/Thomas to sign and move forward. Unanimous. **Motion carries.**

Adjourn: M/Nedeau, S/Thomas to adjourn at 6:59 PM. Commissioner Thomas took a roll call vote. Nedeau - Y, Thomas - Y, Philpot - Y. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant