



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 November 30, 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.

Calendar items: Commissioners would like to have a work session scheduled for December 8, 2011 at 5:00 PM to review the budget presentation, etc. before the public hearing with delegation on 12/12/11.

Approval of minutes: M/Thomas, S/Philpot to approve the 11/16/11 minutes. Unanimous.
Motion carries.

Redistricting: Commissioner Thomas attended the meeting in Concord with the house special committee on redistricting the county commissioners' districts in each of the ten counties in New Hampshire. The next meeting is 12/14/11. M/Nedeau, S/Thomas to accept the proposed plan. Unanimous. **Motion carries.** Commissioner Thomas will submit for the 12/14/11 meeting.

Administrators report: The County will need to draw down approx. \$200,000 for cash flow for the next couple of weeks until the tax checks are due (due on or before) 12/17/11. The RFP on the Courthouse HVAC system has been put out to bid. At the next Commissioners meeting, there will be a recommendation for purchase of the dispatch consoles. (will do at 12/8/11 work session due to time frame). Administrator Shackett gave a copy of the Grant for the Department of corrections to expand their education programs in the jail. This is a great opportunity. M/Thomas, S/Nedeau to acknowledge the application and approve the grant application for the DOC career and technical education program. Unanimous. **Motion carries.** The criminal justice symposium (stake holders meeting) will take place the week of January 9th – 14th 2012. The specific day is forthcoming and will be publicized. Ms. Shackett attended the first NHAC Administrators affiliate meeting on 12/2/11. Ms. Bovill will attend the Supervisors Academy all next week. Ms. Shackett has been addressing several right to know requests that have come into the office. The new MUNIS software training is underway. Finance Director, Glen Waring is creating a chart of accounts and will also have the auditors review it. It is anticipated that some

modules will be complete by February 1st and they are hoping for payroll to be completed by April 1st.

Public comment: None.

Adjourn: M/Nedeau, S/Nedeau to adjourn at 5:55 PM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill,
Administrative Assistant