



BELKNAP COUNTY COMMISSIONERS
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John H. Thomas
Chairman
Belmont

Edward D. Philpot
Vice-Chairman
Laconia

Stephen H. Nedeau
Clerk
Meredith

Commissioners Meeting Minutes February 6, 2013

Commissioner Philpot called the Belknap County Commissioners meeting to order at 7:32 AM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

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

Absent: Commissioner John H. Thomas.

Community Corrections: Due to the time schedule, the public presentation of the Final Functional Programming Plan from Ricci Greene Associates will be pushed back until mid to late March.

Approval of minutes: M/Nedeau, S/Philpot to approve the 01/23/13 meeting minutes. Unanimous. **Motion carries.**

Administrators report: Ms. Shackett reported that the County was out of contract with our IT provider Mainstay Technologies and requested approval of the Board to adopt and sign the contract. M/Nedeau, S/Philpot to adopt and sign the Mainstay contract as presented. Unanimous. **Motion carries.**

CDBG code of ethics: Administrator Shackett presented a code of ethics for CDBG administration for the CAP grant. This is a formality, and it is their language. Commissioner Philpot stressed for the record that this is a supplement, solely for the CDBG grant and in no way replaces the county's ethics policy. M/Philpot, S/Nedeau to approve and sign. Unanimous. **Motion carries.**

Courthouse vacancy: Ms. Shackett reported that she and Facilities Manager Dustin Muzzey met with the 2 representatives from the Bureau of Court Facilities yesterday at the Courthouse to look at the vacant space where probate used to be. They would still like to lease the vault space in that office. They could pro-rate the current lease for this use. Administrator Shackett said that while it is ok for them to lease this vault now, we will need to re-visit if the county gets a tenant for that office. Ms. Shackett is seeking direction from the Commissioners on their intention to lease to the State Probation and Parole Dept. The County Attorney, Executive Director of Diversion and the Sheriff all requested that Probation and Parole be in the courthouse building. Commissioners would like Ms. Shackett to arrange a meeting over in that space to discuss with all parties involved.

Public input: Richard Grenier, Gilford asked where probate is now. They moved to the District Court building, but their files are still the courthouse.

Adjourn: With no further business to come before the board, M/Philpot, S/Nedeau to adjourn at 7:55 AM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant