



BELKNAP COUNTY COMMISSIONERS
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Edward D. Philpot
Vice-Chairman
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Stephen H. Nedeau
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Meredith

Commissioners Meeting Minutes July 24, 2013

Commissioner Thomas called the Belknap County Commissioners meeting to order at 7:30 AM on the above date at 34 County Drive, Laconia, NH and started with the pledge of allegiance.

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

Calendar items: Reviewed.

Approval of minutes: M/Nedeau, S/Philpot to accept the 07/10/13 minutes, the 07/10/13 nonpublic minutes and the 07/16/13 minutes as written. Unanimous. **Motion carries.**

CDBG public hearings: Handouts were made available for members of the public to review. M/Nedeau, S/ Philpot to open the CBDG Application public hearing at 7:33 am. Unanimous. **Motion carries.** Commissioners heard from Alice Veenstra, the Grant Administrator for the Boys & Girls Club. An explanation of the CDBG program was provided and the ranges of possible community development activities were described. The County is considering an application for a \$250,000 CDBG grant. The Boys & Girls club of the Lakes Region will be the sub recipient of the grant less the administration costs. The B & G club will use the funds to assist in purchasing the former St. James Church building as their permanent facility for \$700,000. Commissioner Thomas asked for any public input. There was none. M/Philpot, S/Nedeau to close public hearing at 7:40 am. Unanimous. **Motion carries.**

M/Nedeau, S/Philpot to open the public hearing on the Housing and Community Development Plan at 7:40 am. Unanimous. **Motion carries.** Commissioner Thomas stated that on January 26, 2011, Belknap County adopted an HCD plan outlining the county's community development goals and objectives. This is good for three years. Commissioner Thomas asked for any public input. There was none. M/Philpot, S/Nedeau to close public hearing at 7:42 am. Unanimous. **Motion carries.**

M/Philpot, S/Nedeau to open the public hearing on the Residential Anti-Displacement and Relocation Assistance Plan (RARA) at 7:42 am. Unanimous. **Motion carries.** The Commissioners approved a RARA – that complies with federal requirements, but the St. James

Church property is not residential, so is unlikely to displace anyone. Commissioner Thomas asked for any public input. There was none. M/Philpot, S/Nedeau to close public hearing at 7:44 am. Unanimous. **Motion carries.**

M/Nedeau, S/Philpot to approve the submittal of a CDBG for \$250,000 for the purchase of the St. James Church for the Boys & Girls Club of the Lakes Region. Unanimous. **Motion carries.**

M/Philpot, S/Nedeau to authorize the County Administrator to execute any and all documents necessary to effectuate the potential CDBG contract. Unanimous. **Motion carries.**

M/Nedeau, S/Philpot to approve the adoption of the RARA plan with regard to the purchase for the Boys & Girls Club and to certify that there will be no displacement that result from this CDBG. Unanimous. **Motion carries.**

Facilities Manager Departmental report: Dustin Muzzey gave a full report on maintenance items/projects for the courthouse and the county complex. Courthouse: updated on all planned and completed projects. Nursing home: roof repairs over the activities dept.; current roof shingles on the whole complex are deteriorating; the county has joined a class action suit regarding the failing shingles. A report of findings is due in August. New Environmental Service Director is doing a great job. A part-time maintenance worker retired; current staff will be used to fill those hours. The red barn has been painted and cleaned out. The jail has a new entry floor and fresh paint. The HVAC system in the jail has been infiltrated with oil. The filtration system was just replaced. Compressor was replaced yesterday which is an improvement, but that system is chronic problem (installed in 1989). The hot water heater cracked and split, that had to be repaired. Still can't cool the jail, it does not work at all and there is no ability to control humidity. They are making the best of a bad situation and the jail staff is doing a great job.

Superintendent of the Jail Departmental report: Daniel Ward gave a detailed report on the Department of Corrections. HVAC: There is heating and air movement; he wanted to state for the record that the only air conditioning in the jail is in master control (for equipment purposes) and the Superintendent/Administrative assistant office. The cells have no air conditioning, just air exchange! The stale air does not evacuate (like in the showers) etc. and adds to the humidity. This has a direct effect in the health of employees and inmates. The basement has been flooding, in fact water has been bubbling up thru the breaks in the concrete floor. They are doing their best. Today's population in 113 (for an 87 bed jail). The length of stay has increased. Last week the Superintendent had to close the attic due to unbearable 110 degree temperatures. Due to the number of inmates coming in, he has re-opened it. Most inmates are coming into the jail due to property and violent crimes. More maximum security inmates are adding to staffing challenges. The jail recently lost one of their vehicles, so they are down to one vehicle, which is mostly used by the community corrections officer. Staff is doing a great job!

Budget guidance: Administrator Shackett has planned a budget "retreat" with all 10 county department heads. This will allow the county's management team to meet and discuss the budget as a whole organization. Commissioners are very supportive of this.

Correspondence: Commissioner Thomas read out loud a letter from the Barnstead Selectmen, in support of the County Commissioners replacing the county jail with a new facility and implementing a community based corrections system. Commissioner Thomas also read a letter from the City of Laconia Mayor and City Council expressing their concern with on the cost of a jail impacting their tax cap. Commissioner Thomas also passed along to Administrator Shackett a right to know request that was hand delivered to him this morning from Mr. Thomas Tardif.

Administrators report: Administrator Shackett reported that the Tardif lawsuit has been resolved regarding the secret ballot votes that the County Delegation took for their elections. Also, the delegation members have all been invited to tour the Department of Corrections on August 12th at 2:30 PM. They also have an Executive Committee Meeting at 4:00 pm, followed by a full delegation meeting at 5:00 PM for a RAN request from Gunstock.

Commissioners Committee reports: Nothing new to report.

Nonpublic session: M/Philpot, S/Nedeau to enter into nonpublic session pursuant to RSA 91-A: 3, II, (e). Commissioner Thomas called the roll: Philpot – Y, Nedeau – Y, Thomas – Y. Commissioners were in non-public session at 9:15 AM.

M/Philpot S/Nedeau to conclude nonpublic session at 9:32 AM. Commissioner Thomas called the roll: Philpot – Y, Nedeau – Y, Thomas – Y. No action was taken.

Settlement: M/Philpot, S/Nedeau to accept the Administrators recommendation and sign the settlement in the Morrill matter. Unanimous. Motion carries.

Adjourn: M/Nedeau, S/Thomas to adjourn at 9:35 AM. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant