



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

John H. Thomas
Chairman
Belmont

Edward D. Philpot
Vice-Chairman
Laconia

Stephen H. Nedeau
Clerk
Meredith

Commissioners Work Session Minutes November 5, 2013

Commissioner Thomas called the Belknap County Commissioners work session to order at 3:20 PM 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.

Administrator Shackett scheduled a grievance hearing for the Commissioners on Thursday, November 14, 2013 at 8:00 AM. This is posted as a regular Commissioners meeting.

Administrator Shackett asked the Commissioners to consider the transfer request for \$20,000 from contingency to the Department of Corrections. Commissioners unanimously voted no.

Administrator Shackett and Finance Director Glen Waring went thru the Capital Improvements Program with the Commissioners. Commissioners made the following changes:

- Put on hold \$250,000 renovation of restorative justice/probate – Commissioners concur with giving the space to Restorative Justice to make due as they can with that space.
- \$100,000 for Surveillance system is HIGH priority to be done.
- Take \$60,000 from time keeping system and use for HVAC controls in the Department of Corrections per 3 Commissioners and get an RFP to replace. M/Philpot, S/Nedeau to put out an RFP for the HVAC control systems at the jail. Unanimous. **Motion carries.**
- Use a phase approach for the new roof at the county complex \$300,000 in each year 2015 and 2016.
- M/Nedeau, S/Philpot to not do the time clock in 2014 rather to push it out until 2015 for \$75,000. Unanimous. **Motion carries.**

Commissioners approved the recommended changes and the capital improvement plan. A copy is attached.

Budget review: Administrator Shackett gave an overview of the budget process this year. The Department heads worked collaboratively, and make their professional recommendations. It was

great team work this year, including a full day budget summit to kick off the process. Commissioners would like to publically thank the Management Team for doing such an excellent job, coming together collaboratively and to encourage them to keep doing the right thing.

Administrator Shackett then went through the Administration/HR/Finance sections of the budget.

The budget work session was concluded at 5:40 PM.

Respectfully submitted,

Angela A. Bovill, Administrative Assistant