



BELKNAP COUNTY COMMISSIONERS
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Belmont

Edward D. Philpot
Vice-Chairman
Laconia

Stephen H. Nedeau
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Meredith

Commissioners Meeting Minutes January 22, 2014

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 recited the pledge of allegiance.

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

Calendar: Commissioners reviewed the meeting calendar.

Approval of minutes: M/Nedeau, S/Philpot to approve the 01/08/14 public and nonpublic minutes as submitted. Unanimous. **Motion carries.**

Laconia Area Community Land Trust CDBG Public hearings: Commissioner Philpot recused himself from this portion of the Commissioners meeting. Informational packets have been made available to all in attendance. Commissioner Thomas opened public hearing #1 at 7:32 AM. Donna Lane gave an overview of the project (accompanied by Linda Harvey and Sal Steven-Hubbard, both from LACLTL). Commissioners asked for public input. There was none. Commissioner Thomas closed the public hearing at 7:36 AM. Commissioner Thomas opened public hearing #2 on Housing & Community Development plan at 7:36 AM. They described the plan and how this project fits with the goals and objectives of the plan. Commissioners asked for public input. There was none. Commissioner Thomas closed the public hearing at 7:37 AM. Commissioner Thomas opened public hearing #3 on Residential Anti-displacement & Relocation Plan at 7:37 AM. Plan was described and the fact that this project will not cause any displacement. Commissioners asked for public input. There was none. Commissioner Thomas closed the public hearing at 7:38 AM. M/Thomas, S/Nedeau to adopt the Housing & Community Development Plan. Unanimous. **Motion carries.** M/Thomas, S/Nedeau to adopt the Residential Anti-displacement & Relocation Plan. Unanimous. **Motion carries.** M/Thomas, S/Nedeau to approve the submittal of the application and vote to authorize the Chairman to sign and submit the application, upon approval of the CDBG application, authorize the County Administrator to execute any documents which may be necessary to effectuate the CDBG contract. Unanimous. **Motion carries.** They thanked the board for their support of this project. Commissioner Philpot returned to the meeting at 7:42 AM.

Request for new hire: County Attorney Melissa Countway-Guldbrandsen forwarded a memo with her request for a new hire. M/Philpot, S/Nedeau to accept the recommendation and approve the Belknap County Attorneys appointment of new hire. Unanimous. **Motion carries.**

DOJ – Violence against Woman Act Grant for Attorney’s office: This is an annual grant that the County has obtained since having this position. Administrator Shackett recommends approving. M/Philpot, S/ Nedeau to approve the application for the DOJ – VAWA Grant. Unanimous. **Motion carries.**

Jail HVAC Controls: Facilities Director, Dustin Muzzey explained that this project replaces the original control system (1989 original) for temperature and air control. Two proposals were received through the complete bidding process. It is important to note that these new systems controls could fit on a new unit if the AC, etc. ever goes down (or a new facility is built etc.). The system can also be controlled remotely. Administrator Shackett and Mr. Muzzey recommend approval of this project at a cost of \$56,350. M/Philpot, S/Nedeau to accept the recommendation of the County Administrator and Facilities Manager and approve Pro-Controls Contract at a cost of \$56,350 (under budget). Unanimous. **Motion carries.**

Northeast Mobile Dental Service: Nursing Home Administrator Matthew Logue submitted a request to renew the contract for a two year term beginning on 01/01/14 with an annual value of \$17,400 (for residents care). There are no other mobile dental providers in New Hampshire. M/Philpot, S/Nedeau to accept the recommendation of the County Administrator and the Nursing Home Administrator and approve the contract with Northeast Mobile Dental Service as presented. Unanimous. **Motion carries.**

Correspondence: None. Commissioner Thomas shared that he received a letter from the Executor of the late Raymond Burtons’ estate. It was referencing a possible funding request for the purchase of a building in his honor in the future. The other Commissioners were not aware of this; the board decided prudence is to wait and see what happens.

Administrators report: Ms. Shackett reported that 98% of the 2013 budget was spent. That is both remarkable and scary. Administrator Shackett also told the Commissioners that WMUR TV spent half a day interviewing/documenting at the Department of Corrections. Everything went very well and WMUR will air that segment tonight at 11:00 PM and again on Saturday at 7:40 PM. Rep. Worsman has requested that Administrator Shackett obtain a legal opinion on when the delegation can meet. Ms. Shackett did some research and discovered that other counties are following the RSA and all meet on Monday’s and Fridays. Also in that opinion will be to seek clarification if subcommittees are subject to the same posting requirements of the full delegation. Attorney Fitzgerald will submit a written opinion today.

Commissioners Committee report: Nothing new to report.

Adjourn: M/Nedeau, S/Thomas to adjourn at 8:15 am. Unanimous. **Motion carries.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant