



BELKNAP COUNTY COMMISSIONERS
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Edward D. Philpot
Vice-Chairman
Laconia

Stephen H. Nedeau
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Meredith

Commissioners Meeting Minutes June 11, 2014

Commissioner Thomas called the Belknap County Commissioners meeting to order at 5:30 pm on the above date at 34 County Drive, Laconia, NH and recited the pledge of allegiance.

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

Absent: Commissioner Edward D. Philpot, Jr.

Calendar: Commissioners reviewed the meeting schedule.

Approval of minutes: M/Nedeau, S/Thomas to approve the 05/28/14 meeting minutes as written. Unanimous. **Motion passes.**

Courthouse renovation discussion: Facilities Manager, Dustin Muzzey has met with State Department of Corrections Probation and Parole to discuss/review leasing the space that was previously the probate court space. Originally the State said that they would pay for renovation costs to the space. Mr. Muzzey said that as of today, the State rescinded that offer stating it was too expensive for them to renovate. Mr. Muzzey verified that the vault has 8" thick reinforced concrete walls. The Commissioners do not want to alter the vault and suggested they just use the existing space as it is. It is very unfortunate that the State is rescinding this offer due to the fact that everyone wanted to see Probation and Parole occupy that space in the courthouse. Mr. Muzzey said that his original recommendation was that the one glass door being constructed to enter into the office that way. (Not disruptive to the vault area, etc.) Commissioners said that Restorative Justice could use that space. This project will be put on hold while Mr. Muzzey tries to negotiate the plan; with the understating that there are no alterations to the vault and that the county will not spend any money on this.

State Victim Assistance Grant Application: Administrator Shackett reported that this is a continuation of a grant (annual renewal) for the Victim Witness Advocate position and recommends authorizing the application. S/Nedeau, S/Thomas to accept the recommendation of the Administrator and approve the grant application. Unanimous. **Motion passes.**

Education Grant for Belknap County Department of Corrections: This grant application is a continuation of an existing program for Lakes Region Community College to run programs for

the jail which assist with training programs for inmates such as serve safe, OSHA and various others. Commissioner Thomas stated that as far as the Community Corrections model, educational training for criminal justice is crucial. M/Thomas, S/Nedeau to accept the recommendation of the County Administrator to authorize and approve the grant application. Unanimous. **Motion passes.**

Administrators report: Superintendent Ward is preparing for the 06/16/14 meeting with the Delegation and the presentation on behalf of the jail planning committee. The interviewing for the Maintenance Technician is complete and the position should be filled soon. Department Heads have discussed a desire to have an IT technician on staff. Administrator Shackett said it might work best to have an employee on site that specializes in software, etc. and still contract for outside support for other items. There is ongoing discussion. Administrator Shackett met with the new bargaining unit representatives and scheduled more meetings. As far as an audio system for the meeting room for county meetings, we will need approximately \$10,000 to get started with microphones. We have no funding at this point. Ms. Shackett is spending a fair amount of time on investigations and personnel issues. The ICMA conference is in Charlotte, NC this year and Administrator Shackett is requesting permission to attend and the approximate cost is \$2500 (it is in the budget). M/Nedeau, S/Thomas to approve Administrators request to attend the ICMA conference. Unanimous. **Motion passes.**

Public input: Commissioner Thomas asked for public input. There was none. Commissioner Nedeau asked if the letter went to DHHS in support of Genesis. Ms. Shackett said yes, it did and that Superintendent Ward did a great job with the letter.

Adjourn: With no further business to come before the board, M/Nedeau, S/Thomas to adjourn at 5:57 pm. Unanimous. **Motion passes.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant