



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 Meeting Minutes October 15, 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, Edward D. Philpot, Jr., Stephen H. Nedeau and County Administrator, Debra Shackett.

Nonpublic session: M/Philpot, S/Nedeau to enter into nonpublic session per RSA 91-A3, II (a) and/or (c). Commissioner Thomas called the roll: Philpot – Y, Nedeau – Y, Thomas – Y. Unanimous. **Motion passes.** The Board entered into nonpublic session at 5:32 pm.

M/Philpot, S/Nedeau to conclude nonpublic session at 5:45 pm. Commissioner Thomas called the roll: Philpot – Y, Nedeau – Y, Thomas – Y. Unanimous. **Motion passes.** The Commissioners returned to public session at 5:45 pm.

Calendar: Commissioners reviewed the October meeting calendar.

Approval of minutes: M/Philpot, S/Nedeau to approve the 09/24/14 and the 10/01/14 minutes as submitted. Unanimous. **Motion passes.**

Courthouse lease: An agreement has been reached in the space in the courthouse for Probation and Parole. The issue of renovations was worked out whereby the State will pay the contractor directly. The lease is a proposed 5 year term (as previously discussed). Restorative Justice is also very happy with the outcome of the plan. The 5 year lease is to use approx. 2200 sf in accordance with the 5 year rental schedule as described in the agreement (total for 5 years = \$154,572). M/Philpot, S/Nedeau to accept the recommendation of the County Administrator and the Facilities Manager and execute the Courthouse lease agreement. Unanimous. **Motion passes.**

Security cameras: Facilities Manager Dustin Muzzey reported there were 7 responses for this RFP. They were extensively reviewed by Mr. Muzzey, Sheriff Wiggin, Superintendent Ward and Mr. Paul Lang who was gracious enough to provide technical assistance. They narrowed it down to 2 companies; Pelmac Industries, Inc. and Arcomm Communications. They spent a half day with each of these companies who show cased their equipment/systems and provided

extensive technical information. We would be able to re-use some of the existing equipment via hybrid DVR and get that up and running while the scope is being developed on where to put new cameras etc. Once we determine how many cameras are needed, and determine the cost per unit, we will begin to replace within the current budgeted amount of \$100,000. This won't begin to replace what we need with all new equipment, but we will be able to re-use some equipment along with purchasing some new. Mr. Muzzey said that more cameras will be needed in future budgets. The Department of Corrections needs a camera at their entrance. Commissioner Nedeau wants all entrances covered first. Mr. Muzzey recommends the contract be approved with Pelmac Industries, Inc. not to exceed the budgeted amount. Administrator Shackett was compelled to ask the Commissioners about the project to ensure that they don't want to use this money for another purpose. Answer: No. M/Philpot, S/Nedeau to enter the contract with Pelmac Industries, Inc. not to exceed the budgeted amount of \$100,000 for the purpose of security cameras. Unanimous. **Motion passes.**

Administrators report: • **Health Insurance** - Administrator Shackett presented the information received from the County's audit firm regarding the application of the "contribution holiday". The decision was that not reporting the credit would not comply with GAAP but would not have any impact on the financial statements due to the immaterial dollar value. The Commissioners agreed that they would not be willing to knowingly account for this improperly, and asked Ms. Shackett to notify employees immediately that they would be responsible for any premium costs beyond what the Delegation budgeted on the health insurance line items. The Commissioners felt strongly that the employees should have as much notice as possible about the potential consequence. In the meantime, the Commissioners will request transfers from the Executive Committee, to allow the Commissioners to pay their contracted percentages without violating the court order. M/Philpot to notify employees of the potential costs to cover the shortfall in costs for their health insurance premiums to the end of 2014, S/Nedeau. Unanimous. **Motion passes.** • **Transfers** – Administrator Shackett provided a list of the required transfers that would allow the Commissioners to comply with their contractual obligations to employees and would not violate the court order that has been temporarily imposed on them. M/Philpot, S/Nedeau to approve the transfers as outlined and that the Executive committee be notified with a request for a meeting and that Administrator Shackett give them everything that they want for the next meeting. Unanimous. **Motion passes.** Commissioners will sign.

Public Input: Chair asked if there was any public input. Mr. Gordon Blais of Meredith said that there was mention that Eckhart & Johnson provided the county with a quote for the heating system at the jail and wondered what the status was. Commissioners responded they are waiting for a report from the Facilities Manager before they report on this.

Acknowledgement: Commissioners wanted to acknowledge Barbara Luther, Registrar of Deeds (present in the audience). Ms. Luther is not running for re-election. Commissioners thanked her for her many years of service to the Citizens of Belknap County.

Adjourn: With no further business to come before the board, M/Nedeau, S/Philpot to adjourn at 6:20 pm. Unanimous. **Motion passes.**

Respectfully submitted,

Angela A. Bovill, Administrative Assistant