

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

November 18th 2014

PRESENT: Commissioners Michael Cryans, Linda Lauer and Martha Richard, Assistant S. Norcross.

OTHERS PRESENT: Supt. Jim Oakes

Commissioner Cryans called the meeting to order at 9:00AM and began with the Pledge of Allegiance.

Supt. Oakes stated that no bids were received for the fireproofing RFP that were due to be opened today. He will speak with Jules Chatot and see what they will have to do next.

Supt. Oakes then gave the following report:

Oct 21 – Nov 17, 2014

COMPLEX

Biomass District Heating System Project

- ❑ Bypass controls...submitted change order proposal to mechanical engineer for approval. On 5/27 engineer verbally approved proposal. Received settlement for 2 out of 3 issues
- ❑ VHV installed a new valve between the biomass boiler and thermal storage tank and CTI programmed it. The new valve works with an existing valve to mitigate large volumes of condensation during the cold-start mode. On 11/5 we restarted the biomass boiler and the new valve did what it was supposed to
- ❑ Expansion issues...performed cold start for engineer on 5/27 to verify whether differential pressure equipment, introduced into the project as a change order, would allow system to run at 30 psi without blowing off pressure relief valves in nursing home and Admin Bldg boiler rooms. Highest system pressure recorded during test was 28 psi. However, in the past system pressure often took more than 24-hours stabilize. This test was conducted just for several hours. On 11/5 to perform the 30-psi test. We restarted the biomass boiler at 17 psi and the system pressure grew about 12 psi between cold-start and normal operating temperature (190 degrees). After about 3-hours into the test the boiler system experienced pressure fluctuations, which subsequently resulted in a pressure relief valve (PRV) failure at one of the nursing home boilers. We isolated the affected boiler and discontinued the test per Bill Root's (GWR Engineering) direction. Since then, we've replaced the failed PRV and will conduct a new test tomorrow. Bill Root will be on site to observe everything first hand.

Fire Alarms – Alarmco completed the annual primary inspection of all fire alarm systems throughout the complex, including the nursing home. That will be scheduled within the next

week or so. All other building systems worked well. There were a few possible issues at the Dept of Corrections that Alarmco is researching before giving me the final results...still researching a few issues. Granite State Plumbing & Heating has a tech scheduled to relocate one duct smoke detector Wednesday

Underground Storage Tanks (UST) – Lakes Region Environmental completed the annual inspection on all our underground fuel storage tanks. All of them passed inspection other than the courthouse tank. The spill bucket on this tank has a corroded ring seal that needs replacing. We've ordered a replacement ring seal from a vendor and are awaiting delivery of it.

Kitchen Hood & Ductwork –

- VT Fire Extinguisher completed the inspection of the hood Ansul fire suppression systems at both the nursing home and dept of corrections kitchens. Both passed inspection
- Tri-State Hood & Duct completed the inspection and cleaning of the kitchen hood ductwork in both the nursing home and dept of corrections kitchens

COURTHOUSE

Preventative Maintenance (PM) – Performed various PM tasks throughout.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Life Safety & Renovation Add Project

- Held 2nd project meeting with architect, and construction management team (President, project manager and site)
 - Reviewed mechanical and electrical bids. Selected ARC Mechanical and Lyme Electric. Both were lowest bids.
 - GMP due Friday (11/21)
 - Construction started 11/17
 - 3rd party inspection of Hilti fire-stopping RFQ/P and scope of work complete...awaiting bids
 - Tubs and stands arrived. Rejected one stand for shipping damage...received new one in its place
 - Craig ordered equipment for kitchenettes...equipment due in 5-6 weeks

Dryer Booster Fan Project – Fabricated steel frame, poured concrete base and placed frame on base. Received control panel yesterday and we are in the process of hanging it in place. Project on hold. Daniels Equipment Co. sent us the wrong equipment (460 vs. 230 volt system). They wanted to rewire it but I told them I wanted one wired from the factory.

Beds – Several actuators and actuator control assemblies failed on older beds...repaired all using parts cannibalized from demo beds

Plumbing – Drainpipes in lower chases on Maple have rotted out and require extensive repair to fix. Need to inspect every plumbing chase on Maple for evidence of leaks, repair any found and install chase access doors. Added to scope of work for nursing home project.

ADMINISTRATIVE BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout.

Relocation Project

- ❑ Completed all renovations/modifications to meet State Fire Marshall and health & Human Services requirements
- ❑ CFW Electric installed six new emergency egress lights throughout the stairwells and 2nd floor
- ❑ Moved residents and their belongings on 11/5. The move went very smooth. Over the last week or so we've made minor adjustments to enhance operability

DEPT OF CORRECTIONS

Windows – Inmates in Area F broke several security windows, mostly exterior ones. Replaced four with on hand stock. Installed remaining windows

Electrical – Several emergency exit lights are in alarm (reoccurring problem). Suspect too many common wires clumped together. Interstate Electric removed electrical monitoring equipment and will analyze data to determine next step toward correction

Electrical – A couple of cell lights in area C were wired in such a way that required turning on a light in a mop closet in order for them to work. Interstate Electric rewired them correctly

J-Connector – Heat pump for this area does not adequately heat this space...Installed heater unit. In process of plumbing it. CFW Electric wired it

Kitchen – Left steam kettle not lighting...Adjusted thermostat, checked pilot, cleaned burner tube, tested

Laundry - 75 # dryer won't start...Replaced bad door switch fuse

HVAC – Air handler ERU-D1's supply fan vibrates around 50 hz. In process of troubleshooting problem.

BIOMASS PLANT

Preventative Maintenance (PM) – Performed various PM tasks throughout.

Farm

Gutter Cleaner Roof Project – Structure framed and ½ the steel roof is installed.

Dairy Barn – Northeast doors falling apart...removed and put on burn pile. Need to fabricate new ones in next few weeks

MAINT/FARM BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

HVAC – Heat exchanger blower motor and fan blade in wood shop failed...replaced parts

DRUG COURT BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks

Vertical Mast Lift – United Rentals completed the annual ANSI inspection

Commissioner Richards stated that for the record she wanted to commend nursing home, maintenance and administration staff for all the cooperation during the relocation project, making it a very smooth transition.

Commissioner Cryans asked if everyone had a chance to read the minutes from the November 6th meeting. Commissioner Richards had a couple edits. Commissioner Lauer moved to approve the minutes as amended from November 6th. Commissioner Richards seconded the motion and all were in favor.

The Commissioners signed check registers 1076-1083; 639&641

The Commissioners reviewed the Superior Court Report.

Administrative Asst. Norcross gave the Commissioners the application for the FY16 Social Services funding for HSA Bishop because she was not able to attend this week's meeting. She stated that the Commissioners needed approve to release the application or make any changes they felt were necessary. The Commissioners were all in agreement that the application looked good and can be sent out.

S. Norcross presented the CDBG Administration Agreement for the GCSCC Sprinkler Project for Commissioner Cryans to sign.

S. Norcross stated she received an email from Doreen Moody inquiring if the Commissioners wish to do a Secret Santa again this year for some of the nursing home residents. She stated Doreen has a list of names and ideas for gifts that she will give the Commissioners if they decide to participate again this year.

Commissioner Issues:

Commissioner Lauer attended the North Country Council Scenic Byways Committee Meeting. She stated that the intent of the group is to recognize the importance of scenic byways and attractions and to get them advertised.

Commissioner Richards stated she will be attending the Farm Advisory Committee meeting this afternoon at 1:00 and asked new DoC Superintendent Tom Elliot to attend as well.

Commissioner Cryans stated that he attended the WMCC Allied Health Open House and Ribbon Cutting for their new unit.

He also attended the Association of Counties meeting on the 14th and stated that the two (2) main topics were working on a plan on what they are doing regarding the new person to take Betsy Miller's position and if they want to have a lobbying group.

Commissioner Cryans stated that the reorganization meeting for Delegation will be December 8th at 10:00 in the Extension Conference Room.

Commissioner Cryans stated that he and Commissioner Lauer attended the Drug Court graduation yesterday and there were three (3) graduates, two (2) women and one (1) man. Tina Nadeau spoke as did Reverend Bailey who was the key note speaker.

10:27AM with no further business the meeting adjourned.

Respectfully Submitted,

Linda D. Lauer, Clerk