

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Highway

North Haverhill, NH 03774

March 20, 2018

PRESENT: Commissioners Lauer, Ahern and Piper, County Administrator Libby, Admin. Asst. Norcross.

OTHERS PRESENT: Supt. Oakes, Human Services Administrator Bishop, HR Director Clough.

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

Human Services Administrator Bishop arrived and gave the following report: (\*see attached)

Maintenance Supt. Oakes arrived and gave the following report:

**COMPLEX**

**Force Main Sewer Project**

- Submittal process still ongoing
- Hoping for a mid-April start date (weather depending)

**Secondary Fire Alarm Testing** – Alarmco and my staff tested all systems throughout the complex.

- All three fire curtains failed to close during fire alarm testing. Largest one had an unhooked spring and its door slats had gravitated to one side causing curtain to bind. Reconnected spring and adjusted slats back into normal position. Curtain between dining room and dish area needed spring adjustment...completed. The curtain between the hall and dish area had slats that migrated to one side. Adjusted slats. All dropped properly after above work. Added 1-month PM to inspect and test all fire curtains

**Annual Elevator Safety Testing** – Alarmco, Stanley Elevator and my staff tested all the applicable elevator safety functions on systems throughout the complex...all functioned properly.

**Sprinkler Systems** – Installed hour meters on dry system compressors in Biomass Plant, Maint./Farm Building and Nursing Home. Hour meters will help early detection of dry system leaks. Still need to install hour meters on the three dry systems at the DOC.

**Senior Center Generator** – Block heater failed...*replaced heater.*

**Generator** – The Nursing Home / Biomass generator never went through the NH DES engineering registration approval process when it was initially installed in 2002. Over the last year I've worked with DES to retroactively register it, specifically the Above-ground Storage Tank (AST) portion of this unit. Because it wasn't initially registered, we are obligated to follow

**Kitchen** – Dishwasher exhaust fan motor bearings failed. *Ordered new motor.*

**Domestic Hot Water (DHW)** - 2 1/2" tee between heat exchanger and DHW tank is leaking. Ball isolation valve near heat exchanger is stuck open. Replaced tee, section of pipe and ball valve.

**Bathing System** – Apollo tub on Meadow has cracked 3-way valve, which allows cleaning agents to be injected into bath water...*replaced valve.* Hose to chemical feed chaffed...*replaced hose.*

**Patient lift** - Lift arm pivot point bushings broken...*installed new bushings.*

### **ADMINISTRATIVE BUILDING**

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

**Windows** – Replaced 11 fogged sashes throughout facility

**Domestic Water** – Backflow device on domestic water feed failed test...*rebuilt valve and retested good*

**Deeds Vault** - Water penetrating upper wall on West elevation between last couple of windows. Found exterior caulking had failed where lip of porch floor overhangs wall. Interior wall streaked with rusty water stains and paint has bubbled in a couple areas. *Removed the failed caulking and applied new silicone caulking. He also scrapped all loose paint and bubbles from interior wall. Repainted walls.*

### **Dept. of Corrections**

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

**HVAC** – Heat pump WHP-C1 stuck in cooling mode on circuit B when circuit A experienced a cracked fitting on the reversing valve causing it to lose all its oil in circuit A. NCM shot direct voltage to the reversing valve on Circuit B to get it to take over heating of Area C and then ordered reversing valve rebuild kits for both A & B circuits. *NCM and my staff brazed the cracked line. Still need to install rebuild kits in reversing valves.*

**HVAC**– Kitchen RH walk-in cooler evaporator coil failed...NCM and my staff replaced the coil

**Kitchen** – Three convection ovens have buzzers that don't work to indicate completion of cooking process and one has a broken light switch. *Upon receipt we installed all the parts...tested good.*

**Security** – Had door in Area-A keep going into alarm. Troubleshoot to bad unlock relay in door control rack electronic security room by control...*replaced relay.*

**Lighting** – Had two overhead security lights fail in Area-E. Replaced bad transformers and fixed melted wires. Installed new LED lights.

**Bunks** – DOC supervision requested we remove upper bunks from Areas D and E. *Work in progress.*

#### **MAINT/FARM BUILDING**

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

**Lighting** – 15 CFL lights in cold spaces take a long time to come into full brightness...modified fixtures and installed energy efficient LED bulbs

#### **FARM**

**DHW** - RH Rinnai DHW heater not working. *Looked up codes (had to install original control boards to do). Needed cleaning. Tried cleaning but two of three DHW heaters have IPS isolator handles broken off, isolating systems so they cannot be cleaned. Replaced isolators and cleaned systems with vinegar.*

**Milk Line Washer** - Pipe line washer hot water valve solenoid stuck...*replaced diaphragm and solenoid.*

#### **BIOMASS PLANT**

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

**Chip Delivery System** – Found metering auger gearbox leaking at shaft seals...*secured seals and will change them at spring shutdown (current leak is minor)*

#### **ALTERNATIVE SENTENCING BUILDING**

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

**Conference Room** – Walls getting banged up. *Painted walls and in process of installing chair rail.*

#### **VEHICLES & EQUIPMENT**

**Preventative Maintenance (PM)** – Performed various PM tasks

##### **1-ton Truck**

- V-plow: right wing hose failed...*replaced hose and serviced fluids*
- V-plow: three solenoid valve leaks on aluminum manifold...*replaced o-rings*

- V-plow: Truck side of plow frame broken on one side and cracked on the other. Also various bolts are missing and some are loose...*welded frame and installed new hardware and tightened everything.*
- V-plow: Cylinder shaped oil reservoir cover has broken bolt at one of four corners and is cause for loss of plow's oil. *Removed broken bolt and secured cover to hydraulic manifold with new bolts and new o-ring. Reconnected all plow hydraulic lines, serviced reservoir and tested plow*
- V-plow: Hydraulic reservoir is missing pressure vent. *Made a replacement but it was too open to the atmosphere and it did not work. Purchased correct part and installed.*

HR Director Clough arrived to give the Commissioners an update on the health insurance and what they potentially could be looking at. She stated that the county's renewal rate with Interlocal Trust was a 41.69% increase. The county's loss ratio at that time was 122% which is what that premium increase is based on. She explained that the loss ratio is what the county is paying out in claims over what is being paid in premiums. To get a decent renewal rate it should be around 88%. She stated the county's rates will be revisited today at HealthTrust and NH Interlocal Trust gave an end of March time frame for their revisit meeting. HR Director Clough stated that the county's loss ratio for those rate revisits has gone down but only to 120.2%. She explained that in the mean time they have solicited quotes and had multiple places decline to quote the county due to the loss ratio. She stated that as of right now the county has Harvard Pilgrim health insurance through New Hampshire Interlocal Trust. She stated that they have gone direct with Harvard Pilgrim and they have given the county some quotes that look more favorable. HR Director Clough noted that one of the positive things about going direct with Harvard Pilgrim and why they can offer better quotes is because they can tailor design plans where-as if the county were to stay with the public risk pools they are boiler plate plans and you have to pick from what they offer. Through the Health Insurance Committee meetings they have also received several ideas from the employees as to what they would like to see. HR Director Clough stated that they have received several different quotes and have narrowed it down to six (6) scenarios. She went on to discuss the details of those various scenarios with the Commissioners and the direction they are looking to go in, noting that she will keep the Commissioners informed as she has more information. Commissioner Ahern asked HR Director Clough about the possibility of the county self-insuring and Commissioner Piper asked about the feasibility of Health Savings Accounts. HR Director Clough discussed each of these options with the Commissioners.

Commissioner Lauer asked if everyone had a chance to read the minutes from the March 13<sup>th</sup> meeting. Commissioner Ahern had a couple of edits.

**MOTION:** Commissioner Ahern moved to approve the minutes from the March 13<sup>th</sup> meeting as amended. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check register 1149.

Commissioner Lauer stated that they received an overnight travel request for the Treasurer to attend the NH Government Finance Officers Association Annual Meeting at the Red Jacket Inn in Conway NH on May 3<sup>rd</sup>.

**MOTION:** Commissioner Piper moved to approve the overnight travel request.  
Commissioner Ahern seconded the motion and all were in favor.

CA Libby submitted the following CDFA monitoring reports for the Commissioners review:

- Performance Monitoring Report – MEDC/Alice Peck Day
- Performance Monitoring Report – NH Alliance of RDC's

She stated that both performance reports identified satisfactory performance in all areas and that no further action was necessary.

She then submitted the following CDFA Close-Out agreements for the Commissioners to sign:

- Close-out Certification & Documentation – NH RDC
- Close-out Agreement – NH RDC

CA Libby handed out a copy of an ad being run in the Holstein World Magazine about the Grafton County Farm outlining all of the farm's accomplishments and awards.

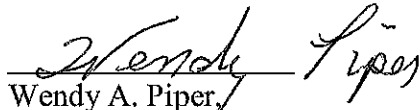
Commissioner Issues:

Commissioner Ahern stated that he will not be in attendance at the budget meeting Thursday due to a prior commitment.

Commissioner Lauer stated that she had to cancel her trip to Tri County Cap yesterday and has rescheduled for next Monday.

10:40 AM with no further business the meeting adjourned.

Respectfully Submitted,

  
\_\_\_\_\_  
Wendy A. Piper,  
Clerk

March 20, 2018

## HUMAN SERVICES MONTHLY REPORT

### 1.) LTC Expenses to date:

- Payment by Towns Report
- CAP report
- Recoveries

### 2.) Legislation:

- SB 553 (Managed Care Implementation) meeting today
- State/County Finance meeting on Thursday

### 3.) Other:

- Nutrition Lunch & Learn today @ 10:30, 11:15 and 12
- Walking Challenge starting next week
- FEMA training Healthcare Sector Emergency Preparedness April 3rd

# Grant Total by Town

From: 07 / 2017 To: 02 / 2018

Town	INC \$	# I Cases	HCBC \$	# H Cases	Total \$	# T Cases
ALEXANDRIA	38,865.99	4	13,677.32	4	52,543.31	8
ASHLAND	125,798.48	10	15,356.89	9	141,155.37	19
BATH	89,869.63	5	0.00	0	89,869.63	5
BENTON	21,550.40	3	0.00	0	21,550.40	3
BETHLEHEM	113,177.19	12	25,466.99	7	138,644.18	19
BRIDGEWATER	26,475.87	3	6,766.02	2	33,241.89	5
BRISTOL	103,955.76	9	57,824.65	13	161,780.41	22
CAMPTON	51,703.07	6	79,741.46	15	131,444.53	21
CANAAN	69,791.93	6	26,768.70	7	96,560.63	13
DORCHESTER	17,448.58	1	12,924.46	3	30,373.04	4
ENFIELD	76,569.66	9	55,005.31	11	131,574.97	20
FRANCONIA	20,950.67	3	4,498.77	2	25,449.44	5
GRAFTON	78,528.49	8	26,224.79	7	104,753.28	15
GROTON	21,305.83	2	0.00	0	21,305.83	2
HANOVER	134,632.00	12	19,052.35	6	153,684.35	18
HAVERHILL	616,869.83	46	112,223.43	26	729,093.26	72
HEBRON	8,551.37	1	22.15	1	8,573.52	2
HOLDERNESS	36,147.74	4	1,294.55	2	37,442.29	6
LANDAFF	32,423.72	2	12,281.08	2	44,704.80	4
LEBANON	499,676.89	51	215,391.35	39	715,068.24	90
LINCOLN	124,395.60	11	18,643.66	4	143,039.26	15
LISBON	211,571.00	19	85,744.18	15	297,315.18	34
LITTLETON	495,212.05	42	165,622.93	34	660,834.98	76
LYMAN	9,050.17	2	481.08	1	9,531.25	3
LYME	43,823.61	4	3,528.96	2	47,352.57	6
MONROE	44,865.80	3	10,075.66	1	54,941.46	4
ORANGE	0.00	0	6,697.64	1	6,697.64	1
ORFORD	22,326.79	3	24,936.53	4	47,263.32	7
PIERMONT	45,866.85	3	149.32	1	46,016.17	4
PLYMOUTH	116,325.24	9	55,566.41	10	171,891.65	19
RUMNEY	25,307.51	3	4,438.15	2	29,745.66	5
SUGAR HILL	0.00	0	10,345.00	1	10,345.00	1
THORNTON	28,159.09	3	26,632.25	6	54,791.34	9
WARREN	54,029.08	7	24,904.46	5	78,933.54	12
WATERVILLE	20,253.61	1	6,538.60	1	26,792.21	2
WENTWORTH	43,230.16	8	3,789.49	5	47,019.65	13
WOODSTOCK	163,984.81	10	15,187.40	5	179,172.21	15
XXXXX	-250,080.00	1	0.00	0	-250,080.00	1
Grand Total Count:	38 3,382,614.47	326	1,147,801.99	254	4,530,416.46	580

## FY17 State Bill Reconciliation Summary

	ACTUAL CLAIMS				1/12th	difference
	INC	HCBC	Total		Payment	
Jul	206,174.29	148,174.16	354,348.45		342,292.00	(12,056.45)
Aug	441,773.51	146,178.21	587,951.72		592,372.00	4,420.28
Sep	457,677.00	130,896.35	588,573.35		592,372.00	3,798.65
Oct	491,596.66	147,296.67	638,893.33		592,372.00	(46,521.33)
Nov	460,267.28	143,161.43	603,428.71		592,372.00	(11,056.71)
Dec	457,914.64	137,038.12	594,952.76		592,372.00	(2,580.76)
Jan	468,539.57	159,269.32	627,808.89		592,372.00	(35,436.89)
Feb	461,447.35	135,699.13	597,146.48		592,372.00	(4,774.48)
Mar			-			-
Apr			-			-
May			-			-
Jun			-			-
<b>TOTALS</b>	<b>3,445,390.30</b>	<b>1,147,713.39</b>	<b>4,593,103.69</b>		<b>4,488,896.00</b>	<b>(104,207.69)</b>



2017 RECOVERIES

Yearly Comparison by Category:

	FY 05	FY 06	FY 07	FY 08	FY 08	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
OAA	3,329.19	1,653.21	921.75	84.00	4,155.75	0.00	0.00	121.47	59.13	7,797.95	59.13	59.13	86.80	59.13
APTD	7,234.68	7,792.33	22,903.47	8,021.27	7,703.85	9,194.83	1,896.05	4,678.04	9,823.56	8,340.25	11,872.41	4,120.97	1,029.36	0.00
INC	167,814.26	81,951.55	75,987.80	98,901.58	82,160.57	68,864.90	108,198.38	113,498.16	122,895.30	166,393.61	133,485.99	68,520.55	99,753.41	64,446.76
ANB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,330.60	0.00	0.00	0.00	0.00
DCYF	79,472.22	64,323.81	60,257.00	53,355.60	19,428.43	7,364.96	6,484.20	2,921.93	2,338.00	3,206.71	2,737.27	799.48	270.19	118.34
TOTALS	257,850.35	155,720.90	160,070.02	160,362.45	113,448.60	85,424.69	116,578.63	121,219.60	135,115.99	198,069.12	148,154.80	73,500.13	101,199.76	64,624.23

BREAKDOWN by Month

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTALS
OAA	0.00	59.13	0.00	0.00	0.00	0.00	0.00						59.13
APTD	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
INC	0.00	12,532.06	2,156.29	19,258.57	1,562.29	2,858.48	26,079.08						64,446.76
DCYF	16.50	20.75	26.45	26.45	8.89	6.56	12.94						118.34
TOTALS	16.50	12,611.93	2,182.74	19,285.02	1,570.98	2,865.04	26,092.02	0.00	0.00	0.00	0.00	0.00	64,624.23

Statutory credits received by year

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
SB 409 CREDIT	130,846.08	135,155.63	134,974.30	154,555.54	405,553.00	385,865.41	369,992.00	436,979.00	449,594.00	274,069.00	264,250.00	254,733.00	251,780.00	250,080.00	250,080.00
% OF TOTAL CR	6.54	6.76	6.75	7.73	8.11	7.72	7.40	5.82	5.96	5.48	5.28	5.09	5.03	5.00	5.00

HB 2 credits begin