

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

July 11, 2023

PRESENT: Commissioners Piper, Ahern and McLeod, County Administrator Libby and Administrative Assistant Norcross

OTHERS: Interim Farm Manager White, Mariah Johnson, Carol Fonetu, Tim Egan, Supt. Oakes, HR Director Clough

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

Interim Farm Manager White arrived and gave the following report (* see attached)

Interim FM White reported that he will be sending some piglets and 2-3 calves to the North Haverhill Fair. He noted that he would be able to utilize the 1-ton plow truck that maintenance is getting rid of and has been in conversation with Supt. Oakes about the farm retaining that.

Mariah Johnson & Carol Fonetu – Nursing Home

C. Fonetu stated that she wanted to thank the Nursing Home staff, residents, their families, as well as the Commissioners and their staff who donated plastic shopping grocery bags to be sent to Mats for a Mission in New York. These plastic bags will be crocheted into sleeping mats for the homeless. The Grafton County Home Association is paying for the shipping costs for this project and it has been requested that one (1) or two (2) of these finished mats be sent back to the Nursing Home to allow them to see what was created. Commissioner Ahern suggested that he could reach out to the Plymouth Rotary Club and let them know of this organization, as they may want to donate to them as well. The Commissioners thanked C. Fonetu and M. Johnson for their work in organizing this project.

Tim Egan – Broadband Discussion

T. Egan stated that Bob Blechl from the Caledonian Record had contacted him about the Broadband Project a few weeks ago stating that Grafton County was going to be receiving this NTIA grant and asked what they were going to do with it or if it was still needed. T. Egan asked what the County qualified for from NTIA. CA Libby explained that Grafton County has not received a grant yet but noted that they are a finalist and have been actively working with NTIA. There have been many questions and things the County needed to resubmit from their application. NTIA has \$11.9 million available for Grafton County if it qualifies for the grant. Due to issues with the original project application, the project had to be scaled down and the current new project budget is \$17-\$18 million. Part of the problem was they would not be given

funding for projects that have been federally funded in the past. What is now the First Light project was originally federally funded. The corridor up Interstate 91 is mostly that First Light project and had to be removed from the County's proposed project. T. Egan stated that this goes back to his logic of EX2 overbuilding what was needed.

T. Egan stated that his initial concern was EX2 Technologies was placing new fiber where there were existing lines. CA Libby noted that the problem now is the County's project will not be a full loop. T. Egan explained that when EX2 had stated that they wanted to build their own lines rather than use the older First Light system, he asked why they wouldn't use the roads that were already there and build off of that to make it complete. He asked what the revised proposal looks like and asked if EX2 talked to the Co-op or CCI. He stated that with the BEAD money both of those entities received, they will be building out on poles rather than digging fiber and asked if the Grafton County Broadband project needed to be done. CA Libby stated that certain links of the backbone are still in the plans. EX2 was able to remove certain links but still provide the backbone pieces, mainly up the Interstate 93 corridor and areas that the Co-op does not provide much coverage or no coverage in.

T. Egan asked if they could move the project in a different direction, still take this money, and ask EX2 if they should make sure that what is done is creating fiber for all the primary locations such as schools, municipalities, fire departments, police stations or senior centers. He stated that if the County has to get matching funds for this project, it might not be worth it. He feels the Broadband Committee needs to ask the Co-op and CCI, now that they have their BEAD funding, what they are doing so the County's project is not duplicative. T. Egan also asked who EX2's customer base would be, if they were going to build out the fiber infrastructure. He explained that if EX2 would still be building the backbone, but have it go to public safety and schools, they might not need to build it out to the consumers who may be served by another entity. He does not want the county to build something that cannot be used.

Commissioner Piper stated that it sounds as though the Commissioners should put T. Egan in touch with the Broadband Committee to ensure that plans going forward are the absolute best use of federal taxpayer money as he is very knowledgeable in this area.

T. Egan asked if he would be able to have access to the application to see what the updated project entails. CA Libby stated that she would look into getting that for him.

Commissioner Piper stated that she feels the Broadband Committee could benefit from T. Egan's depth of knowledge and the Commissioners should appoint him to the Broadband Committee. He could be on the Committee to be a voice and make any corrections or revisions necessary. T. Egan stated that he would be glad to help. He cares deeply about this; his profession is around the broadcast and infrastructure.

MOTION: Commissioner McLeod moved to appoint Tim Egan to the Broadband Committee. Commissioner Ahern seconded the motion and all were in favor.

Supt. Oakes arrived and gave the following report: (see attached)

Supt. Oakes stated that he wanted to relay concerns from his department to the Commissioners. He explained that he has licensed maintenance staff who looking at what everyone got for raises, specifically the Nursing Home and Department of Corrections targeted increases. He stated that the problem his staff is having is that they went to school for their profession and their thoughts are some people just out of high school are making almost as much as they are now and in some cases more. Supt. Oakes stated that he understood the concerns of his staff and he said he would relay the concerns to the Commissioners. He stated that the people that have licenses are a great value to him; he gets a direct response to an issue when he has these staff members rather than having to contact an outside agency. Outside companies are soliciting these licensed staff members. Commissioner McLeod stated that she feels this year the Commissioners focused on the Nursing staff and Correctional Officers but this is something they can look at in the future.

Supt. Oakes requested to go into nonpublic session

MOTION: * 10:30 AM Commissioner Ahern moved to enter into non-public session for the purposes of matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant according to RSA 91-A: 3, II (c). Commissioner McLeod seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

* 11:45 AM Commissioner Piper declared the meeting back in public session.

MOTION: Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

Agenda Items

1. Commissioner Piper asked if everyone had a chance to read the minutes from the June 27th meeting.

MOTION: Commissioner Ahern moved to approve the minutes from the June 27th meeting. Commissioner McLeod seconded the motion. Commissioner Ahern and Commissioner McLeod were in favor and Commissioner Piper abstained.

2. The Commissioners signed check registers 1181-1185 from FY23 and 2023-07.07-2023; 1000-1003 from FY24.

County Attorney Hornick arrived

Atty. Hornick submitted the Circuit Court Prosecution agreements for the Upper Valley Prosecutorial Association and the Plymouth Court Jurisdictional Association Commissioners to sign.

Atty. Hornick reviewed an outline of current cases they are seeing in their office with the Commissioners.

Agenda Items:

1. CA Libby submitted the Livermore - PA-28 Inventory of Taxable Property Form for 2024 for the Commissioners to sign.

2. The Commissioners reviewed the Superior Court Report for the month of June.

3. 2025 NHAC Conference – CA Libby stated that Coos, Grafton and Hillsborough are the next three (3) counties to host the NHAC Conferences. Coos County would like to have next year's NHAC Conference at the Mount Washington Hotel. Kate Horgan reached out to see if there was any interest in the next three (3) conferences being held at the Mount Washington for a bundle contract, which would get them better deals on rooms, food and other costs associated with the conference. CA Libby stated that she was in support of that, as the Mount Washington would make sense for Grafton County as the host County. She stated that she would recommend that Grafton County host it at the Mount Washington in 2025. The Commissioners agreed.

4. Conference Registrations – 2023 – CA Libby stated that she is able to register the Commissioners for this year's NHAC Conference in October and asked the Commissioners to let her know which dates they planned on attending.

5. CA Libby submitted the following CDBG drawdown requests:

WREN - \$16,201.55

GRDC - \$17,020.28

NCIC - \$1,991.88

6. Abandoned Property Payment – CA Libby stated that the County received their abandoned property payment at the end of June. She had budgeted \$85,000 for revenue and the County received \$223,241.25, which is the largest payment she has seen.

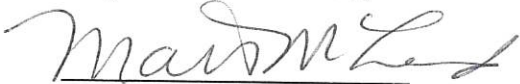
Commissioner Issues:

1. Commissioner McLeod attended the Franconia 250th celebration.

2. Commissioner Piper was invited to attend a roundtable discussion in Manchester on a new Medicaid funding rule for Medicaid providers that limits how the decision-making on Medicaid funds can be made. The worry is that this could cripple small hospitals in rural areas because funding decisions that may have been made on the state level will not be able to be made at the state level anymore. New Hampshire has passed a seven (7) year reauthorization of the state's Medicaid Expansion Program. The Biden Administration is working to limit the rights of the states to manage these programs. A new rule has been released recycling the 2019 Medicaid Fiscal Accountability Regulation that regulates how states across the country fund their Medicaid programs. Commissioner Piper stated that there was discussion by the presenters that they be able to regulate these decisions at the local level and determine where the money needs to go. She further discussed the details of the meeting with the Commissioners.

12:12 PM with no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk

July 2023 Farm Report

1. There are currently 58 cows milking, averaging 81 pounds per cow. We produced 137,403 pounds of milk for the month of June. Components were 4.27% butterfat and 3.19% protein. The milk pay price in January was \$22.21 for Grafton County Farm. Future forecasts are showing a big drop for the next couple of months. Usually, this tends to happen with schools being out for the summer.
2. Have sold several piglets so far. Still have a few more litters to be born. Most of which will be sold and some raised for replacements.
3. Chickens are producing about 10 dozen eggs per day. Dropped the price to \$4. Hatchland Store and the Jail have been taking most of them.
4. Gardens are coming along nicely. Doing our best despite all of the rain.
5. We were able to get our first crop of haylage in before all of the rain. Second crop is ready now and as soon as weather permits will be harvested. Corn looks great as well.

Respectfully Submitted,

Ben White

Interim Farm Manager

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

June 14 – July 11, 2023

COMPLEX

ARPA Project Updates

1. Test Well 2 – Tri-state and Horizons are tentatively scheduled to do the pump test the 3rd week of July.
2. BACnet Full Integration – This job is predominantly complete other than working some punch list items.
3. Paving Project – Paige Excavating has scheduled all the paving prep work for the last week in July and Blaktop has scheduled the paving for the first week in August. My staff removed the fabric carport from the visitor's parking lot in prep of paving work.
 - a. Crack filling & line striping:
 - i. Courthouse areas were scheduled for July 4th and 5th, but due to rain it has been rescheduled to weekend of August 26th and 27th.
 - ii. Front of Nursing Home and Administrative Building Parking lots were scheduled for July 8th and 9th, but due to rain it will have to be rescheduled.
 - iii. DOC parking lots and drives are scheduled for July 11th and 12th, but due to pending rain it will likely need to be rescheduled
4. Nursing Home Landscape Project – Since my last report with you, Craig and I have reviewed Jay Miller's Bid Drawings and Specifications. He has since coordinated with a publishing house to produce these documents for prospective bidders. Currently the project is on hold for me to finish bid documents.
5. Intellihood System – Kitchen Energy Solutions completed installing the new system and it is working well.
6. Makeup Air Unit (MAU) – I am still waiting on Vermont Mechanical (VM) to returned signed copies of the Notice of Award and Agreement that I sent to them June 23rd. I did receive their certificate of insurance. They sent a submittal for the MAU and I returned it with comment on June 29th. I have not heard anything back from them since. I get a sense VM is really busy and our little project may be a low priority project in their eyes. Yesterday, I sent them an email requesting the signed documents and an update on my submittal review comments.
7. Farm Generator – Giguere Electric received our generator and has firmly scheduled its installation for the week of July 18th. Asbestos abatement of the old generator muffler is scheduled for July 20th. My staff completed the installation of the new underground propane line to support the new generator. Dead River set a new 1,000-gallon LP tank to support the new generator.
8. Sewer Grinder – We completed this project and the new grinder is working well. The manufacturer sent an inspector out to inspect our work and signed the paperwork that starts the 1-year warranty.

5-Year Fire Department Connection Testing – All locations have been fixed and retested. Everything now passes inspection.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

June 14 – July 11, 2023

Isolation Valve Building – A tree fell on the electrical service to our valve building. Woodsville Water & Light Dept. did a temp fix to it. My department is in the process of assessing what we need to do for a permanent fix.

New Utility Tariff – Woodsville Water & Light Department published their new utility rate tariff. The new tariff carries a new fee called “Cost of Power Adjustment”, and that fee amounts to \$0.0473 per KWh. The new fee is less than what was projected, thus we should have a \$225,803 surplus at the end of the year, assuming our actual electrical usage matches my calculated usage.

Change of Fuel Vendors – Dead River completed the swap out all 120-lb above ground fuel tanks on July 5th, to include all inside safety inspections on all our LP appliances. Irving is scheduled to pick up all their LP tanks on July 12th. I will follow up to ensure we get credit for all the propane in those tanks.

COURTHOUSE

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

HVAC

1. AC1 Condensing unit, circuit 2 thermal expansion valves (TXV's) not working properly. Ordered and received TXV's. Awaiting install.
2. Pneumatic controls compressor has a contactor chattering, caused by a relay that was failing. Replaced relay but problem persisted. Further troubleshoot to pressure switches. Parts backordered until August.

Electrical – The Area of Courts (AOC) requested Grafton County install new outlets at various locations in Superior Courtrooms 1 and 2. Last Friday, my staff met with Dan Labrie, AOC's representative, to firm up the locations and discuss the logistics of the project. AOC has agreed to pay for the materials and labor but requested we find them an electrical contractor to do the work. We agreed to do that as well as oversee the work once it commences.

Lower Entrance – Door buzzer that alerts Dispatch does not work. Troubleshoot to bad coil. Need to source replacement part.

NURSING HOME

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

Lighting – In various locations we converted numerous light fixtures from ballasted fluorescents to low energy non-ballasted LED ones.

Sprinkler System Hampshire Fire fixed four 1 ¼ pipes above the corridor ceiling on Granite that showed signs of weeping.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

June 14 – July 11, 2023

HVAC –

1. Air handler HRU1, lower secondary filter rack rotted out...WILCO is in the process of fabricating a new one.
2. Air conditioning condensing unit ACCU 3, 2nd stage compressor experienced motor failure. Need to source parts.

Security – Maglock supporting entry to Granite failed...replaced worn keypad.

Exterior – Rain water leaks into building above laundry stairwell door during heavy rains. Installed flashing above door.

Kitchen

1. Dishwasher wash temp too low. Troubleshoot to bad gauge/thermometer unit...Part back ordered.
2. Meadow freezer door gasket torn...replaced gasket.

Laundry

1. Washer 2 is scheduled for replacement on 7/18/23
2. Dryers 2 and 3 have cracked burner tubes...new burner tubes are still backordered.

ADMINISTRATIVE BUILDING

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

Fire Alarm – Flex conduit to fire alarm tamper switch at outside fire department connection failed. Replaced flex conduit.

HVAC

1. Room 264 fan coil not cooling room. Bad cold-water actuator. Replaced actuator.
2. Room 107 fan coil not cooling room. Bad cold-water actuator. Replaced actuator.
3. Chiller unit pipe between building and chiller unit was leaking water due to bad Victaulic clamp and elbow. Replaced these parts.

Commissioner's Conference Room – Numerous lights out. Upgraded light fixtures to energy efficient non-ballasted LED ones.

Dept. of Corrections (DOC)

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

June 14 – July 11, 2023

HVAC

1. Heat pump WHP-F2 main controller circuit board bad...operating unit in manual mode via slave controller as interim measure until we can get a replacement part. The circuit boards in our heat pumps are obsolete and hard to find. Multistack found one and wanted to charge us \$2,260 for the part, installation and programming. However, they could not provide a warranty. They do have newer versions of this circuit board, but for it to work they must replace the circuit board in the slave controller too so the two controllers are compatible. The material, installation and programming for the two newer versions will cost \$4,900, but at least they will come with a 1-year warranty. I had them order the two newer version controllers, which are slated for delivery sometime in the Feb/Mar timeframe. Checked on part back order... vendor has not received it from the manufacturer and has no delivery date. A contractor replaced these boards on 10/21. The new controllers are configured differently than the old ones, thus requires Alliance Building Automation to change their building automation system wiring to match it. Running in hand mode until this work is complete. I coordinated a site visit between Alliance Building Automation and Multi-stack East Coast Systems (MECS). During that visit MECS determined the controller they installed a few months back did not have it Building Automation System interface circuit card preprogrammed like it should have been. They had to take the circuit card with them to send it out for programming. The new programmed circuit board came in and we installed it. The heat pump is still not right. I am in the process of trying to get MECS and Alliance back on site to further troubleshoot the problem.
2. Heat Pump WHP-G1 – TXV's failed. Replaced TXV's. Unit is still no working right...shutting down on low pressure signal. Found low pressure sensor bad...ordered new one. Also think slave circuit board may have bad input circuit. Need to further troubleshoot.
3. Heat Pump HP-B14 - Locked out high head pressure...replaced actuator to fix it.
4. Air handler AHU-G1 exhaust damper not modulating, which is causing operational issues. Awaiting troubleshooting.

Laundry - Left hand dryer is overheating...troubleshoot to bad thermostat and thermistor...installed. Problem persists. Need to order a control board.

Emergency Equipment

1. Exit light 44 at door C104B is out...replaced transformer.
2. Exit light 43 at door C101B is in charger fault...replaced battery.

MAINT/FARM BUILDING

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

June 14 – July 11, 2023

FARM

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

Dairy Barn

1. Abandoned steam trap pit on North end of barn is falling apart. Filled in with dirt.
2. PVC conduit that carries power to barn is broken at ground level outside of milk room. Replaced bad section of conduit.
3. PVC LB fitting that carries power to the grain bin is broken at ground level...Awaiting repair.

BIOMASS PLANT

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

BTU Meter – Meter stopped working...troubleshoot to bad circuit board. Shipped meter back to manufacturer for repair. Manufacturer could not repair. Purchased and installed new BTU meter.

ALTERNATIVE SENTENCING BUILDING

Preventative Maintenance (PM) – My staff performed various PM tasks throughout.

SENIOR CENTER

Nothing to report

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – My staff performed various PM tasks on the dept. vehicles and grounds equipment.

OTHER

New Truck – Grappone Automotive Group says our new truck will deliver sometime in August.

Old Truck – Ben White asked if the farm could have the old 1-ton. I told him I didn't see an issue with that if the commissioners did not object. We wouldn't give him possession until we received our new truck.

Private Issue – Request for Non-public session.

