

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
February 15th, 2022

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

OTHERS PRESENT: Dan & Sharon Kiley, Francis Muzzey, Supt. Oakes, Glenn Libby, Farm
Manager Nelson, DoC Supt. Elliott

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

Annual Report Dedication

The Commissioners presented their FY 2021 Annual Report Dedication to the individuals that
they selected from their respective districts. Commissioner Lauer selected Richard Bronson from
Landaff, who was not able to be present, Commissioner Piper selected Dan Kiley from Enfield
and Commissioner Ahern selected Francis Muzzy from Wentworth. Each of the nominees in
attendance were presented with a personalized copy of the Annual Report. Commissioner Lauer
will present her nominee with his copy at a later date.

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

CA Libby stated that she is going to sit down with Supt. Oakes to review the study from EH
Danson and put together a proposal for the Engineering and Design portion of the project to
submit with the next round of ARPA requests. CA Libby recommended reviewing the study and
that the Commissioners meet with Sheriff Stiegler and County Attorney Hornick to determine
what these Department Heads feel the needs and wishes are for a new courthouse.

ARPA Bid Waiver Requests

1. Muffin Monster –Supt. Oakes stated that he would like to request a bid waiver for the
purchase of a Muffin Monster Grinder. He explained that Aqua Solutions is the only authorized
dealer for Muffin Monster in the New England Area. They currently have a Muffin Monster
grinder at the DoC, which has been trouble free. They received a quote of \$27,500.

MOTION: Commissioner Lauer moved to sole source the Muffin Monster Grinder
purchase to Aqua Solutions for \$27,500. Commissioner Ahern seconded the motion and
all were in favor.

2. JACE Upgrade – Supt. Oakes stated that this upgrade is for the DoC, Biomass Plant and
Biomass interface at the Admin Building tunnel and Nursing Home boiler room. He has received
the quote of \$34,500 from Alliance Building Automation (ABA). He explained that although
they have had various issues with this vendor, they have been good about being accountable

when they are at fault. He stated that ABA knows the campus building automation systems well and are best situated to upgrade the JACES because of their corporate knowledge vs. bringing in a new, untested competitor.

MOTION: Commissioner Lauer moved to sole source the JACE Upgrade to Alliance Building Automation. Commissioner Ahern seconded the motion and all were in favor.

FarmDOC Presentation – Glenn Libby, DoC Supt. Elliott, Farm Manager Nelson

Mr. Libby was asked to spend some time reviewing FarmDoc and the feasibility of some of the key components of the document. He met with Commissioner Ahern in early January to review what Commissioner Ahern saw as priorities and focused on those items.

He presented the Commissioners with information outlining five (5) components to FarmDOC: Christmas Trees, the Root Cellar, Dairy Processing, Meat Processing and Inmate Labor. He provided the Commissioners with extensive information and reviewed all of the information with the Commissioners and answered questions.

Supt. Elliott stated that he wanted to publicly thank G. Libby for all of his work on this project and stated that he has enjoyed working with him again.

The Commissioners also thanked G. Libby and agreed to take a few weeks to review all of the information they have received and meet again to discuss it further.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the February 8th meeting. Commissioner Piper had a couple of edits.

MOTION: Commissioner Lauer moved to approve the minutes as amended. Commissioner Ahern seconded the motion and all were in favor.

2. The Commissioners signed check registers 1110; 1124-1125.

3. Communications Director Andross submitted the following request for a bid waiver:

Please consider this a request to waive the competitive bidding process for the purchase and installation of the core upgrade and integration of the existing consoles from the “Lancaster radio system” as previously discussed.

This upgrade will integrate console positions acquired with our implementation of the 2021 project. As we already have a DHS-funded infrastructure project slated to be completed in March, we hope to integrate this work at the same time. Work will be performed by Motorola with our maintenance vendor, Ossipee Mountain Electronics. As you know, both of these vendors have provided quality service to all of our communications equipment for some time.

This project was approved for funding in the “ARPA Round 2” process in the amount of \$58,979.42.

MOTION: Commissioner Lauer moved to waive bid for the purchase and installation of the core upgrade and integration of the existing consoles from the Lancaster Radio System through Motorola with approved ARPA funding in the amount of \$58,979.42. Commissioner Ahern seconded the motion and all were in favor.

4. New England Telehealth Consortium – CA Libby reported that Kevin Low from SNS had referred her to a federal subsidy program through USAC that would enable the county to be reimbursed for a portion of IT costs at the Nursing Home. She met with Matt Chandler on Friday from New England Telehealth Consortium. She explained that this company would help the County through the process to get the subsidy, but the County would need to become a member of the consortium. She stated that the cost to become a member is \$1,500 a year. The current filing window for the RFP closes April 1st. The RFP has to be posted for 30 days and therefore there is not enough time for them to apply for the subsidy this year. CA Libby noted that the deadline has been extended the last three (3) years. If that happens again this year, they may be able to apply. She stated that if the County were to receive the subsidy, the consortium would receive 15% of it. Commissioner Piper asked if CA Libby felt that it was necessary to hire this outside consultant in order to apply for the subsidy. CA Libby explained to the Commissioners that she feels they should join the consortium to help with this process as she does not know how to put an RFP like this together.

MOTION: Commissioner Lauer moved that Grafton County join the New England Telehealth Consortium for one year with the cost totaling \$1,500. Commissioner Ahern seconded the motion and all were in favor.

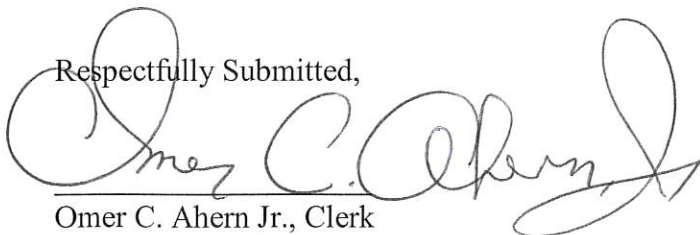
5. State of NH – Court Lease – Expires 6/30/22 – CA Libby stated that the Commissioners need to discuss a proposed term and rate for the courthouse lease. She explained if they do a 2-year lease, they would know by the end of that time period what is happening with the courthouse and can then negotiate a long-term lease. The current agreement is four (4) years and there has been a 1.5% increase each of the four (4) years. The Commissioners discussed the rate and agreed to a two (2) year lease with an option to extend for an additional year and a 2.5% increase each year. CA Libby reminded the Commissioners that the broadband public information meetings are this week, tonight in Woodsville, tomorrow at PSU in Plymouth and via Zoom on Thursday.

Commissioner Issues:

1. Commissioner Piper virtually attended the NACo Conference. She will report on the conference at the Executive Committee meeting this Friday. She attended several sessions, including the Board of Directors General Session.

12:25 PM With no further business, the meeting adjourned.

Respectfully Submitted,



Omer C. Ahern Jr., Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Jan 18 – Feb 15, 2021

COMPLEX

Building Automation System (BAS) Project (90% complete)

I met with Alliance Building Automation's (ABA) project manager last week to review findings from my team's 2nd review of their completed work. ABA will rectify what they can. However, they told me they can't access a few Trane controllers deep enough to fully integrate those systems over to the new JACE global controllers due to proprietary encrypted coding by Trane. Two locations are for unit ventilators on Maple and Profile resident dining rooms and the other is the air handler for the Activities Department. We will have to replace the Trane controllers in these units with BACnet replacements to get them to function in a desired manner. *We received some of the parts needed to convert these three units to BACnet and the rest are back ordered. We are in the process of installing what we have to keep the project moving forward.*

Biomass Piping – We received the power clamp needed to repair the other biomass pipe run by the dairy barn since it too looks like it is well on its way to rotting out at the 2" stub to the barn. Since we have to take the biomass plant down for a week in the spring to complete cleaning of the boiler, this would be an opportune time to complete this pipe run repair since it too requires that loop to be disabled for the repair, thus I am deferring this work until then.

Underground Storage Tanks (UST's) and Above Ground Storage Tanks (AST's)

Lakes Region Environmental completed the annual inspections and tests of our four UST's used for fuel storage. Nursing Home & DOC UST systems passed without incident.

Courthouse

1. Bad UST drop tube...replaced drop tube,
2. Fuel pipes in direct contact with cement...removed concrete from around cited pipes
3. No fire-proof enclosure around plastic fuel supply lines entering building. *In the process of fabricating a steel fire-proof enclosure to cover the plastic supply lines.*

Senior Center – Generator block heater failed...replaced heater

COURTHOUSE

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

County Attorney's Office Suite – We are still in the process of infilling the space where we removed sliding doors between two offices and finishing the wall so each occupant has privacy.

Sheriff Dept – Closed in window between investigator's office and receptionist area to cut down on noise.

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Jan 18 – Feb 15, 2021

Due to great cost and disruption, Craig Labore agreed with me to take this toilet out of service permanently and cap pipe.

- 2 ½ inch domestic hot water line in the In-Service restroom above ceiling area has a small, slow leak...parts on hand...need to schedule shutdown.

Security – Panic alarm system failed to convey alarms to Dispatch...Tasco Security programmed dialer with 10-digit dialing codes to correct issue.

ADMINISTRATIVE BUILDING

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

Generator – On recent service Powers Generator determined the engine water pump is leaking, the cooling system needed to be serviced, and the external fuel filter needed to be replaced. On 12/15 their tech replaced the fuel filter and replaced the coolant. However, the water pump he brought did not fit so that work has been postponed. *Powers since returned and finished this job.*

HVAC – HRU 1 air handler heat valve running wide open yet Niagara says it is closed. Replaced heat valve actuator.

Dept. of Corrections

Preventative Maintenance (PM) – Performed various PM tasks throughout

DHHS Food Service Inspection

- State inspectors cited the dishwasher rinse temp not high enough. Adjusted booster, which helped. Still not getting consistent readings. Ordered temp gauge and spray bar nozzle...*awaiting parts*
- State inspector cited Ecolab chemical dispenser for violating state plumbing code. Said dispenser required dedicated feed with its own shutoff. Plumbed in dedicated feed with its own shutoff. Also inspected all other Ecolab installed chemical dispensing locations (17 in all) and found all violated plumbing code. We corrected one in the laundry and Sprinkler room A119. I had to order plumbing materials to address the remaining locations. *Awaiting parts.*

HVAC

- 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. *Still awaiting parts.*

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Jan 18 – Feb 15, 2021

Panic alarm and CCTV monitoring systems scheduled for installation March 28-30.

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks on various vehicles and equipment.

Kubota RTV – plow hoses ruptured...*replaced hoses.*

OTHER

ARPA Project Bid Waiver Requests:

Sewage grinder – Muffin Monster Model 30004T-1208-D1 / Vendor: Aqua Solutions / Quote \$27,500

- Near drop in replacement for existing Chicago Pump 7C comminutor
- The Muffin Monster brand is known throughout the industry to be a very reliable
- We currently have a Muffin Monster grinder at the DOC, which has been trouble free
- Aqua Solutions is the only authorized dealer for Muffin Monster in the New England area

JACE upgrades at DOC, Biomass Plant and Biomass interface at Admin. Bldg. tunnel and Nursing Home boiler room. / Vendor Alliance Building Automation (ABA) / Quote \$34,500

- Although we've had various issues with ABA they have been good about being accountable when they were at fault
- ABA knows our campus building automation systems well and is best situated to upgrade the JACES because of their corporate knowledge vs. bringing in a new, untested competitor and going through the growing pains and cost of getting them up to speed on our system. In fact, E.H. Danson's and most of their colleagues they queried on my behalf stated this should be a primary consideration.
- As an exercise in curiosity, I was able to get the names of four other BAS companies from a contact at ARC Mechanical. When I reached out to each vendor, I was successful in speaking to just one person. That person referred me to a colleague in their company who they promised would call but that person never reached out to me. One company the person's voicemail was full, so there is no way of leaving them a message. I left messages with the other two vendors and neither has bothered to call me back. Other trade sources have confirmed that most contractors are extremely busy right now. Based on limited manning many companies now have a backlog of jobs. Additionally, many communities are flush with ARPA money so there is a flood of projects being solicited, which gives contractors the option of picking and choosing the projects they want.
- Since sitting on this quote, the cost of this work has grown exponentially. Many manufacturers are backed up on orders since they don't have the man-power needed for pre-Covid19 production levels. Secondly, a breakdown in the supply chain has frustrated the process further. With shrinking inventories and growing competitiveness for these items, the manufacturers are raising their prices based on demand. My initial funding request of \$30,000 for this project grew to \$34,500, which is a 15% increase. Putting the project off longer will only increase the cost of materials.



Date:	2/14/2022		
Submitted to:	Jim Oakes Grafton County Complex	Job/Project :	AX JACE Replacement – Consolidated Quote FEB 2022 UPDATED PRICING
We hereby submit the following:			
<p>Thank you for the opportunity to furnish this quote. We quote to:</p> <ul style="list-style-type: none"> • Furnish and install new N4 JACEs for the Department of corrections and Biomass plant. Includes all associated communication adapters, IO modules and software licensing. Three total JACEs. • Furnish and install new N4 VEC-10 controllers for the nursing home and administration building. Includes all associated IO modules. Software licensing not required. Two total VEC-10s. <p>Reference individual quotes for each facility for more detailed scope of work.</p> <p>Pricing Breakout:</p> <ul style="list-style-type: none"> • Material - \$12,408 • Software Licensing - \$14,300 • Labor - \$7,842 <p>Note – This quote is good through 3/31/22. EXCLUDES PERFORMANCE AND PAYMENT BOND</p>			
We propose to complete the above referenced work for the amount of:			
Thirty Four Thousand Five Hundred Fifty			\$ 34,550.00
Payment terms:			
Progress billings.			
All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.			
Sean O'Reilly Controls Mgr. Authorized Signature:		Note: This proposal may be withdrawn by us if not accepted within <u>15</u> days.	
Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified above. Payment will be made as outlined above. If Alliance Mechanical undertakes collection of delinquent accounts; the customer agrees to promptly pay the balance due plus any and all costs of collection, including court costs, interest and reasonable attorney's fees.			
Date of Acceptance _____		Authorized Signature: _____	

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Middleboro, MA
508-947-5777
508-861-0733 Fax

Portland, ME
207-828-5559
207-871-5972 Fax

Watertown, MA
617- 923-3900
617-249-0634 Fax

BUDGET QUOTATION #WLB2020-01-03A_Grafton NH_ASI_30004
Grafton County Complex
Muffin Monster

QUOTE DATE: September 14, 2021

TERMS: Net 30 days

SUBMITTALS: 4-6 weeks

SHIP EQUIPMENT: 4 - 6 weeks after release

PRICING: Valid for 90 days

FREIGHT: Included

We thank you for your inquiry and are pleased to quote pricing and delivery on the equipment listed below.

30004T-1208 In-line

One (1) Model 30004T-1208-DI Muffin Monster™ grinder suitable for up to 1000 gpm in a 8" dia. pipeline.

Scope of supply to include:

* Grinder with 12" cutter stack using 7-tooth cam cutters in alloy steel, cartridge-style tungsten carbide mechanical seals with BUNA-N elastomers rated for 150 psi, green epoxy-coated ductile iron castings with 8" dia. pipe flanges, 29:1 speed reducer and 5 hp TEFC 208v/3ph/60Hz electric motor

One (1) PC2200 motor controller in a NEMA 4X FRP enclosure accepting 208v/3ph/60Hz input power, includes IEC starter with over-current protection, jam-sensing current transformer and micro-PLC

Four (4) Operation and Maintenance manuals

Budget Price Each: \$27,500.00

1. Standard one year warranty is included.
2. One (1) day of start-up supervision by a factory-authorized representative is included.

Unless specifically stated above, this quotation does not include installation, any taxes, disconnect switches, anchor bolts, hydraulic fluid, mounting frames, spare parts, or special tools.

Authorized Aqua Solutions Signature: Warren Brown- Sales
