

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
July 20th, 2021

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

OTHERS PRESENT: Finance Director Libby, Sheriff Stiegler, Maintenance Supt. Oakes, HR Director Clough, Register Monahan, Horizons Engineering – Joel Banaszak & Cathy Conway.

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

Sheriff Stiegler arrived and gave the attached report

1. Sheriff Stiegler stated that he has provided information on Senate Bill 77 that was just signed into law. He explained that this is a very important piece of legislation for their current and future revenue ingress going forward. He stated that the Commissioners would need to have a yearly conversation about section XII (12) so the County Delegation can make an informed decision when considering staying flat or increasing the fees yearly. The Delegation can vote to increase the fees within the consumer price index. Sheriff Stiegler stated that he thinks the Delegation will need to vote on this each year when they set the budget. At the N.H. Sheriff's meeting last week in Concord, all of the Sheriff's present felt each county should stay consistent when making this consideration each year. The Commissioners further discussed the legislation. Commissioner Piper stated that she is in support of this and as President of the NHAC, this is something she can bring to their attention as well.

2. Sheriff Stiegler stated that he has attached an agreement that has been in existence sense before his time. He explained that this agreement essentially enables the New Hampshire State Police to utilize Grafton County's Communications/Dispatch Center as a backup in the event some kind of disaster occurred and rendered the communications center at State Police, Troop-F in Twin Mtn. N.H. inoperable.

Finance Director Libby arrived and gave the following report:

She noted that she hopes to have the fiscal year closed by the end of the day.

1. Variance Report

Revenue - FD Libby stated that the DoC is below in revenue due to the low inmate population. The Sheriff's Dept. finished below in revenue as well due to COVID and the courts being closed. FD Libby noted that the VOCA and Roving Advocate grants are revenue lines that are offset with expenses. They were under revenue but also under expended as well. The Register of Deeds finished \$513,000 over their revenue projections. The revenue total is \$48,141,957.59, which is \$2.6 million over budget.

Expense – FD Libby stated there are a few departments that have finished the year over expended. The Nursing Home Administration line is over expended due to Covid testing.

FD Libby discussed the Surplus Projection with the unofficial final numbers and stated that they tentatively have an undesignated fund balance \$7.8 million.

2. Appropriation Transfers – FD Libby stated that she has a few final appropriation transfers. There are seven (7) of them totaling \$7,467 and she reviewed them with the Commissioners.

MOTION: Commissioner Ahern moved to approve the appropriation transfers totaling \$7,467.00. Commissioner Lauer seconded the motion and all were in favor.

3. FD Libby stated that she has the list of appropriation transfers that the Commissioners approved last week. There are some items that have changed once they completed the final posting of invoices and the list is an additional \$2,966 over what the Commissioners approved last week.

MOTION: Commissioner Lauer moved to approve the additional \$2,966 in appropriation transfers from last week’s list. Commissioner Ahern seconded the motion and all were in favor.

4. CDBG Drawdown Belknap Economic Development – FD Libby submitted the drawdown request totaling \$65,000 for Commissioner Piper to sign.

5. Propane Tank Encumbrance – FD Libby stated that Supt. Oakes is going to be discussing an encumbrance request with the Commissioners and she informed the Commissioners that the total for that request is \$5,503.04.

6. Employee Recognition Dinner - FD Libby stated that they are in the beginning stages of planning the Employee Recognition Dinner. This year they will be having it for both 2021 employees as well as 2020 employees who were unable to be recognized due to COVID. The Commissioners discussed a date for the event and agreed on Thursday October 21st.

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

1. Propane Tank Encumbrance – Supt. Oakes discussed the need for the propane tank encumbrance that was not approved by the Commissioners at last week’s meeting. *see attached report for details

MOTION: Commissioner Lauer moved to restore the propane tank encumbrance request for \$5,503.04. Commissioner Ahern seconded and all were in favor.

2. Additional Encumbrance Request - Supt. Oakes asked if there was a possibility of getting some of the money back from his Care of Grounds line. He stated that there are certain things that they will put off until year-end in the event that something more important comes up. He explained that he was looking to rebuild his sewage grinder for the pump station. The money was

there but things were very busy at yearend and therefore he did not get to it. This is why he requested to encumber those funds. He stated that it would be around \$5,000 to rebuild the sewage grinder. He further discussed the request with the Commissioners and answered questions. Commissioner Ahern stated that he appreciates Supt. Oakes coming in to discuss why these two (2) requests meet the definition of an encumbrance. Commissioner Lauer stated that the information that they had when they made this decision might have been incomplete, if she had this information last week, she would not have been in favor of deleting this encumbrance request. Commissioner Piper stated that if they had that explanation this might have been accepted last week.

MOTION: Commissioner Lauer moved to reverse the decision from their last meeting and encumber \$8,112.98 from the Maintenance Care of Grounds line. Commissioner Ahern seconded the motion and all were in favor.

Horizons Engineering – Water Study Presentation – Joel Banaszak & Cathy Conway

J. Banaszak and C. Conway arrived and gave the attached PowerPoint presentation regarding a water study for Grafton County. He reviewed the presentation and answered questions from the Commissioners.

HR Director Clough arrived to have a discussion regarding the Wage Scale Study.

HR Director Clough stated that County Administrator Dorsett wanted to follow up on the Wage Scale study and whether they should include elected officials as a part of it. She stated that when she first saw the question, it led her to review the purpose of the study and the scope of the study. The purpose is to review current wage structure, make sure it is the best, be competitive in the market, retain the staff and better recruit to fill open positions. She stated that in looking at the purpose of the study, that led her to ask where including elected officials would fit into that purpose. The Delegation sets elected officials salaries. What would be the result if they were to include them in the study. She stated that she reviewed the archived Delegation minutes from setting Elected Officials salaries. They routinely look at what kind of COLA has been given to employees, overall budget, revenues, increases; it is routinely noted that they are setting the salary for a position, anyone can be in that position next election. HR Director Clough noted that some elected positions have no specific qualifications for the job and she did not find anywhere that the Delegation requested the County conduct a survey of elected official's salaries. This led her to believe that including the Elected Officials in the survey would be somewhat inappropriate, as the County does not set their salaries. It is hard to make an apple-to-apple comparison of elected officials to private sector.

Commissioner Lauer stated that she thinks it would be good to have the information for the Delegation. She does not want to get into the situation where people do not run for these positions because of the inaccurate salaries. Commissioner Piper stated that in terms of the Delegation, they do not vote on staff salaries but they are mindful of what county employees make, as well as the enormous discrepancy between what employees make and elected officials make. This discrepancy can be demoralizing to elected officials.

HR Director Clough stated that from her perspective, it is not a harm to include these positions, but she does not know how effectively you can adequately compare these positions.

Commissioner Ahern stated that more information allows the Delegation to make a better decision. He appreciates the comments of HR Director Clough but even for a few extra dollars, more information is better than less. Commissioner Lauer stated that she agrees, she does recognize that the company may come back and say they cannot adequately judge these positions. Register Monahan stated that she began this search, as the President of the Register of Deeds Affiliate, for the staff, the other Elected Officials and their Deputies to recognize their essential worker status and raise that bar everywhere, that was her primary goal. She reached out to then County Administrator Libby who provided her ten (10) years prior to what is available on the website. She will be pursuing this information with or without this salary study for her association. She will reach out to NACo for comparable counties in the country that perform the same duties. They have argued in the past that the Deputy Register of Deeds cannot possibly make more than the Register of Deeds but they do because of the salary structure. She noted that she reached out to the President of the NH Tax Collectors Association. She shared in her concerns and noted that there is an up to date town clerk salary survey that would provide them data from the municipal level. Register Monahan stated that CA Dorsett should have access to this information.

HR Director Clough stated that there are some positions that, in many opinions, are inadequately funded. She was going to suggest that all the affiliates collectively look into these salaries and evaluate these positions. Another County had a Delegation develop a sub committee to study the salaries. She stated that her professional opinion is that that approach is a more accurate avenue but she would be happy to add the Elected Officials noting that she will need job descriptions. Commissioner Lauer stated that the duties of Elected Officials are in the RSAs.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the July 13th meeting. There were a few edits.

MOTION: Commissioner Lauer moved to approve the minutes from the July 13 meeting. Commissioner Ahern seconded the motion and all were in favor.

2. The Commissioners signed check registers FY21: 1249, FY22:1006-1009, 2021-07.02.2021, 2021-07.09.2021, 2021-07.09.1.2021, 2021-07.12.2021, and 2021-07.16.2021

3. Admin. Assistant Norcross stated that FD Libby missed one account on her appropriation transfer list this morning and she needs the Commissioners to amend the number that they approved for the final transfers from \$7,467 to \$11,375, an increase of \$3,908. It is for one account 02-5130-390, Dietary General Supplies, and FD Libby missed it when she did the paperwork.

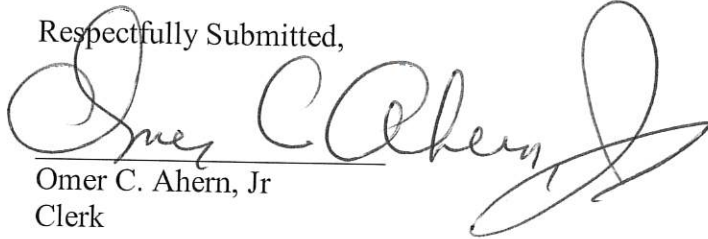
MOTION: Commissioner Lauer moved to approve the appropriation transfer request increase for \$3,908.00. Commissioner Ahern seconded the motion and all were in favor.

Commissioner Issues:

Commissioner Ahern stated that he listened to former Commissioner of Agriculture Steve Taylor's talk on the town's poor farms. He found it to be a very interesting discussion. The town's poor farms were the predecessors to the County Farms. Over the years, the County Farm did not have the best reputation in the state. He informed the Commissioners that Commissioner Taylor is available to speak to their communities through the Humanities Council.

12:20PM with no further business, the meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Omer C. Ahern, Jr.", written in black ink. The signature is positioned to the right of the typed name and title.

Omer C. Ahern, Jr
Clerk



Grafton County Sheriff's Department

3785 Dartmouth College Highway • Box 6
North Haverhill, NH 03774-4936
www.graftoncountysheriff.net



Jeffrey F. Stiegler
Sheriff

"In Service to Our County and State"

DISPATCH EMERGENCIES
603-787-8911
ADMINISTRATIVE AND CIVIL
TEL 603-787-2111
FAX 603-787-2005

June 2021

- Prisoner Transports: 32
- CSO movements from the jail to Court: 15
- Involuntary Emergency Admissions (IEA): 18
- Arrest: 21
 - Arrest on a warrant, superior or civil, instate wanted, and on sight arrest (people who we send to court)
- Civil: **Total**
 - 36 Abode
 - 57 In Hand
 - 5 Non est
 - 1 Registry Of Deeds
- Motor Vehicle Stops.....29
- Total # of Active Warrants.....

Criminal	379
Civil	12
Total =	391
- Total Miles Driven: 28996

**Grafton County Sheriff's Department
Investigative Services Division Activity**



June 2021

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Unit had the following activity for the month of June 2021.

- 4 Acts Prohibited / Delivery of Articles Prohibited – House of Corrections (HOC)
- 3 Bail Jumping
- 1 Fugitive from Justice
- 1 Witness Tampering
- 1 Theft Investigation
- 1 Internal Affairs Investigation for outside agency.
- 4 Grand Jury Indictments – Drug Possession at HOC
- 1 ICAC Cyber Tips / Referrals Received – 1 JV victim identified
- 1 Child Exploitation Search Warrants – ICAC Operations – Possession of Child Sexual Abuse Images (Internet Crimes Against Children)
- 1 Investigator FBI LEEDA Internal Affairs Investigations (1 week) – Hampton, NH
- 1 Investigator Advanced Mobile Device Examiners (1 week) – Hoover, Alabama
- 6 Investigations or Assists with electronics or storage medium delivered or taken into the Computer Forensic Unit (CFU).
 - 8 Phones
 - 1 Laptops

Computer Forensic Exams for the month of June 2021 include:

Technical Support to other Agencies 6

Forensic Exams

Number of Hard Drives	4
Number of Cell Phones	12
Number of CDs/DVDs	0
Number of Other (Thumb drives, SD cards)	1
Number of Gigabytes Examined	3624

Previews Number of Items Previewed on Scene 0

GrayKey Unlocks Number of iPhone Unlocks Completed with GrayKey 3

ISP/JTAG Number of Devices Examined Using Joint Test Action Group (JTAG) or In System Programming (ISP) Methods 1

CHAPTER 104
SB 77-FN - FINAL VERSION

3Jun2021... 1363h

2021 SESSION

21-0841

08/04

SENATE BILL **77-FN**

AN ACT relative to fees for the services of sheriffs and deputy sheriffs.

SPONSORS: Sen. D'Allesandro, Dist 20; Sen. Watters, Dist 4; Sen. Bradley, Dist 3

COMMITTEE: Finance

ANALYSIS

This bill increases fees for certain services of sheriffs and deputy sheriffs.

Explanation: Matter added to current law appears in *bold italics*.

Matter removed from current law appears ~~in brackets and struck through.~~

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

3Jun2021... 1363h 21-0841

08/04

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Twenty One

AN ACT relative to fees for the services of sheriffs and deputy sheriffs.

Be it Enacted by the Senate and House of Representatives in General Court convened:

- 104:1 Fees of Sheriffs and Deputy Sheriffs. Amend RSA 104:31, I-IX-b to read as follows:
- I. For service of every writ, except as otherwise specifically provided, ~~[\$25]~~ **\$30**; for every service of a writ of possession, ~~[\$25]~~ **\$30**; for service of every demand for rent, eviction notice, small claims notice, process, and notice of execution, ~~[\$25]~~ **\$30**; and for service of every subpoena, ~~[-\$25]~~ **\$30**.
 - II. For service of a bill, libel or petition, ~~[\$25]~~ **\$30**; provided that service of a petition with restraining order shall be ~~[\$30]~~ **\$36**.
 - III. For making an attachment of personal property or making a bulky attachment, ~~[\$25]~~ **\$30**.
 - IV. In every county for actual travel to serve any writ, notice, subpoena, process, or execution, to be reckoned from the place of service to the sheriff's office or substation, and for travel to attend any court by the order thereof, to be reckoned from the sheriff's office or substation to the court, each mile, each way, at the current federal rate. *Mileage shall be paid only once when service requested by the same party on multiple individuals related to the same case or matter living at the same address, building, or complex can be reasonably made on the same trip.*

V. For levying executions, or sheriff sales or both, on the dollar, for the first \$100 levied, [~~\$.04~~] **\$.05**; for all above \$100, and not exceeding \$500, [~~\$.03~~] **\$.04**; for all above \$500, and not exceeding \$1,000, [~~\$.02~~] **\$.03**; for all above \$1,000, [~~\$.01~~] **\$.02**; minimum fee, [~~\$.10~~] **\$.12**.

VI. For making copies of writs, each *page*, \$1; for postage and handling of writs, each, [~~\$1~~] a *minimum charge of \$1 with a maximum not to exceed United States Postal Service rates*.

VII. For leaving the copy and return required in the attachment of real estate at the office or the dwelling house of a register of deeds, [~~\$25~~] **\$30**.

VIII. For every service of a writ of attachment with a petition or writ of summons with a petition, [~~\$30~~] **\$36**; for every service of a writ of replevin, [~~\$25~~] **\$30**; for every non est return, [~~\$10~~] **\$12**.

IX. For making a search, for taking an inventory, for conducting a sale or for waiting time, [~~\$25~~] **\$30** per hour *for the first hour, additional time charged for 30 minute increments at \$15* in addition to any other fees specified in this section.

IX-a. For service of a civil order of arrest, [~~\$25~~] **\$30** to be charged to the defendant unless the defendant, upon motion, shows the court good cause for failure to appear.

IX-b. With the exception of civil orders of arrest under paragraph IX-a, for service whenever in-hand service is required by court order or court rule, an additional [~~\$25~~] **\$30**.

104:2 New Paragraph; Fees of Sheriffs and Deputy Sheriffs. Amend RSA 104:31 by inserting after paragraph XI the following new paragraph:

XII. The fees of sheriffs and deputy sheriffs specified in paragraphs I through IV and paragraphs VII through IX-b may be increased once annually by a vote of the county convention and the total increase shall not exceed the Consumer Price Index for All Urban Consumers, Northeast Region as published by the Bureau of Labor Statistics, United States Department of Labor using the amount published for the month of June in the year prior to the start of the fiscal year on a percentage basis.

104:3 Effective Date.

I. Section 2 shall take effect 60 days after passage.

II. The remainder of this act shall take effect July 1, 2021.

Approved: July 01, 2021

Effective Date:

I. Section 2 shall take effect August 30, 2021.

II. Remainder shall take effect July 1, 2021

State of New Hampshire

DEPARTMENT OF SAFETY

John J. Barthelmes, Commissioner of Safety

271-2575

Speech/Hearing Impaired
TDD Access: Relay NH
1-800-735-2964



Division of State Police

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Colonel Christopher Wagner
Director

Sheriff Jeff Stiegler
Grafton County Sheriff's Department Dispatch Center
3785 Dartmouth College Highway
North Haverhill, NH 03774
603/787-6911

5 July 2021

RE: New Hampshire Department of Safety, Division of State Police – Troop F Continuity of Operations Plan for an Alternate Facility Agreement

Dear Sheriff Stiegler,

This letter is to acknowledge that in the event of an incident rendering the State Police Troop F barracks inoperable, critical State Police Troop F operations can be continued through the use of the Grafton County Sheriff's Department, as the alternate facility. Your willingness to allow the use of your facility is greatly appreciated.

Lieutenant Gary A. Prince
Commander, Troop F

Sheriff Jeff Stiegler
Grafton County Sheriff

Agreement acknowledged on the 6TH day of July 2021.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

May 18 – Jul 19, 2021

COMPLEX

Building Automation System (BAS) Project

This project has not gone smoothly. Initially, due to Covid-19, the contractor had problems supporting their customers due to staffing shortages related to quarantines, etc. When that problem eased we still weren't getting priority on our project because Alliance Building Automation (ABA) was working other customer projects that competed with ours. When I raised the flag with the head of the Automation Department he shifted staff to our project and they somewhat consistently attended to our project. The staff they sent are not their A-team, but instead were less experienced staff whom the ABA project manager felt showed promise for greater responsibility. The technician who they sent to remove our old controls and install new ones did an extremely poor job executing his portion of the project, which created problems for ABA's automation programmer and my staff. We've spent countless hours troubleshooting problems induced by this sloppy worker and collectively making the necessary corrections to bring about the desired results. Another outcome of his sloppy work resulted in shorting out bypass damper actuators on four different air handlers in the nursing home. I addressed all of these issues with the project manager and was successful in banning the poor worker from returning to our project and had him replaced by a much more experienced worker to fix all the poor worker's mistakes. ABA has agreed to purchase, at their expense, new actuators to replace the ones that were shorted. Lastly, they have agreed to finish up several open/ongoing Building Automation System (BAS) issues with various HVAC equipment at the DOC, unrelated to the ongoing BAS upgrade project, at no cost to us, in exchange for the extensive labor my staff incurred chasing their induced problems. If the remainder of the project goes smoothly, I anticipate it will be completed by the end of July.

Rising Utility Costs – In March's meeting with you I made you aware of an exponential growth in sewage and water costs over the last 10-14 years. The purpose of sharing this information was to educate and solicit your support in exploring long-term strategies to reduce operational cost for these utilities.

On the water side, I solicited your approval to spend \$3,000 to hire Horizons Engineering for the purpose of revisiting their conclusions, recommendations and cost estimates published in their 2010 Grafton County Complex Water Study Report to see what has changed in the past 10-years. Today, Joel Banaszak, an Environmental Project Manager for Horizons Engineering, will formally present up-to-date conclusions, recommendations and cost estimates for your consideration for future changes to our water system.

On the sewage side, Andrew Dorsett and I met with Bill Williams, a retired NH DES waste water treatment engineer who started his own engineering firm upon retirement, and Mike Charbonneau, a consultant who spent his career working in the same field installing pipe and sand sewage systems for Presby Environmental Products. While on site they explained the feasibility process that is a prerequisite to requesting approval from NH DES to install a municipal-sized sewage/leach field system. They estimated the feasibility study would cost around \$10,000. While on site I gave them a tour of the complex with the goal of finding a suitable site for a potential leach field. We looked at three specific areas, the first potentially being a large single system site and two smaller areas being two smaller separate system sites. They felt the later would likely be a better option in regard to permitting. Since meeting with them Andrew was informed we must seek approval from municipal sewer system owners to get their approval on removing ourselves from their system. Andrew may have already

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

May 18 – Jul 19, 2021

HVAC

- Air handlers 2-5 all have shorted bypass damper actuators...ABA ordered new ones at their own expense. Parts due in Thursday, July 22, 2021.
- Domestic Hot Water pump leaking at shaft seal and bearing tight...replaced shaft seal and bearing.
- Several heating zone valves stuck open...in process of troubleshooting whether issue is a mechanical one or BAS induced

Sewer – Sewage backed up in resident bathrooms on North end of Maple. My staff unsuccessfully tried clearing the line to dislodge the blockage. I called Schofield Septic and their technicians, having better equipment than ours, were able to dislodge a large wad of rags and paper towels that someone had been flushed down the toilet.

Loading Dock – When we last met I told you SNJ Gutters replaced the smashed gutters at the loading dock area. Since then we've experienced heavy rains and at one point the gutter overflowed and rain water ran into the building in the stairwell by the laundry. I informed SNJ of the incident and they are schooled to add another downspout to the gutter to help relieve the backup of rain water during heavy rain events.

Kitchen

- Lower steamer Blown fuse, burnt temperature switch and fan not working...replaced fuse, temperature switch and fan assembly.
- Upper steamer Fan not working and drain valve is leaking...replaced fan assembly and drain valve.
- Dishwasher tray sliders worn...parts are backordered.
- Dishwasher gearbox failed...replaced gearbox.
- Dishwasher thermometer failed...replaced thermometer.

Propane Tank – Leak on high pressure line at flare fitting of Laundry tank 2...replaced tank connections and installed new flare on line.

ADMINISTRATIVE BUILDING

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

HVAC

- Several heating zone valves stuck open...in process of troubleshooting whether issue is a mechanical one or BAS induced
- Variable Frequency Drive supporting fan motor on air handler 2 failed prematurely. Manufacturer replaced on warranty and we've installed the new one.

Lighting – Converted numerous light fixtures from ballasted fluorescents to low energy non-ballasted LED ones.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

May 18 – Jul 19, 2021

BIOMASS PLANT

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

Boiler – Shut down boiler for spring cleaning of boiler tubes, breaching and multi-cyclone. All went well...the system is back on line.

ALTERNATIVE SENTENCING BUILDING

Preventative Maintenance (PM) – Performed various PM tasks throughout

Propane Tank – failed cathodic test. Tank backordered.

There are two tests we do once a year. One is a cathodic test, which checks the integrity of the tank's wall thickness in relationship to its corrosion protection system and the other test is a bar hole test, which tests for the presence of gas in the ground around the tank to determine if the tank is compromised and leaking.

Rick Colbeth, our in-house licensed gas-fitter, with 20 years gas experience of experience, has been doing these tests. The only time he found the tank to fail its barhole test was this spring when he found a new gas line that was installed to support the building's generator had a quality failure and leaked a small amount of propane into the ground near the tank. After replacing the line he reaccomplished the barhole test and it passed no problem. In regard to past cathodic tests, the tank has failed twice in the last several years. The first time was in 2014 where we replaced the anode bags and got tit to pass after taking this corrective action. In late 2019 it failed again we replaced the anode bags. Because it was so late in the year we couldn't do the cathodic test following the corrective action because the ground was frozen. In 2020 we did the follow up cathodic test and found it still did not meet an acceptable level of corrosion protection required by gas code. Rick wasn't overly concerned because the tank passed its bar hole tests, so we agreed to monitor the tank for degradation of cathodic readings and replace it sometime in the next year or so.

With Irving taking over our gas deliveries, they have the prerogative to refuse filling the tank if they suspect the tank wall thickness has become degraded from corrosion, even though it is not leaking. They assume the liability when they start delivering fuel to the tank. With that said, we are in a situation where we can't monitor the tank for future degradation and are going to be forced to change it sooner than later.

At this juncture there is a supposed steel shortage and many vendors have back orders on these tanks. We've placed an order through FW Webb for ours and will do what we can by combining a blend of in-house and contract services to change out the tank and keep the county's costs down. The projected availability of a new tank from FW Webb is in the November timeframe. If push comes to shove, we may have to run off above ground tanks on a temporary basis. One way or another, we will get through it.

VEHICLES & EQUIPMENT

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

GRAFTON COUNTY COMPLEX

Water Study

North Haverhill, New Hampshire

07/20/2021

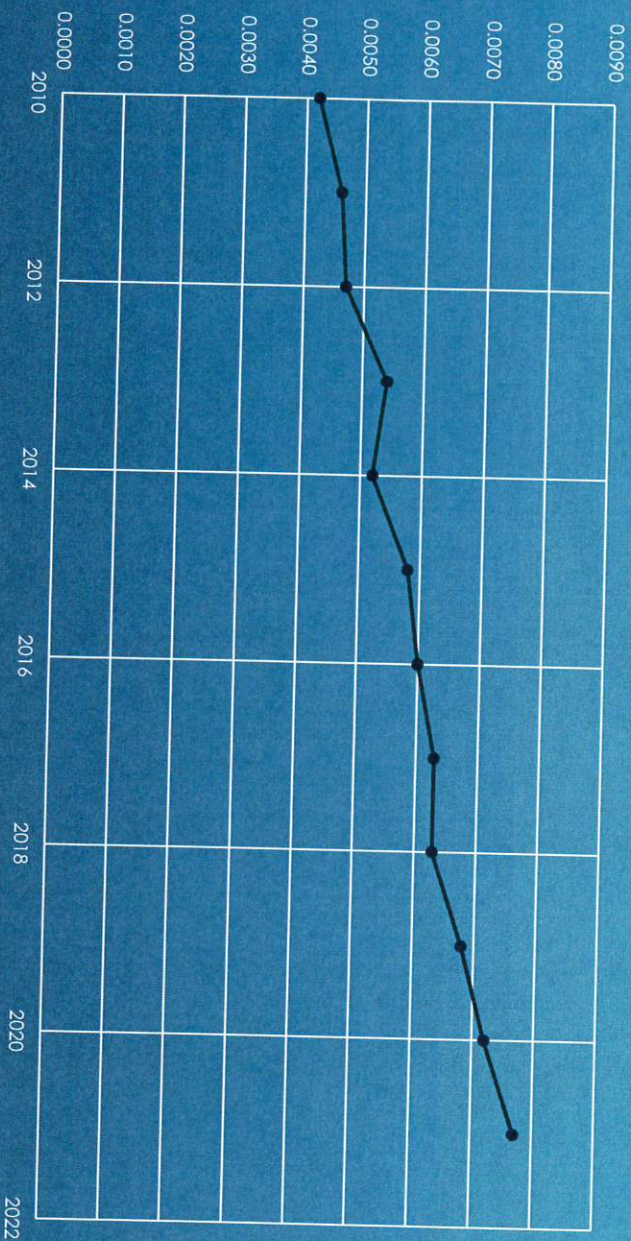


INTRODUCTION

- ▶ Increasing costs of water – reassess the 2010 report
- ▶ Two Alternatives Re-assessed
 - ▶ Alternative 6A – Independent County Water System
 - ▶ Alternative 6B – Independent County Water System with Service to Hatchland Dairy

CURRENT WATER COSTS

Water Costs



Current price per gallon \$0.0077

2010 price per gallon \$0.0042

+83% increase since 2010

+15% in 2013



COUNTY COMPLEX WATER DEMAND

- ▶ 2019 – average daily use 21,178 gallons
- ▶ 2020 – average daily use of 20,038 gallons
- ▶ Maximum average daily demand February of 2020 – 24,068 gallons per day
- ▶ Calculated Potential Water Demand (Design Flow)
 - ▶ Administrative building/Farm/Nursing Home/Court House/Community Corrections – 17,000 gallons per day
 - ▶ Corrections Facility 300 inmates x 70 gallons per day per inmate + 80 staff x 10 gallons per day per staff – 21,800 gallons per day
 - ▶ **Total Calculated Design Flow 38,800 gallons per day**

HATCHLAND DAIRY & OTHER USERS WATER DEMAND

- ▶ Hatchland Dairy – 665 cow capacity x 50 gallons per day per cow – 33,250 gallons per day
- ▶ Other Commercial and Residential Users (40 lots) – 18,000 gallons per day
- ▶ **51,250 gallons per day**

CONSIDERATION OF ALTERNATIVES

- ▶ Abandonment of the connection to Woodsville Water & Light
- ▶ Requirements
 - ▶ New source development – 3 wells to meet 57,600 gallons per day
 - 4 wells to meet 99,055 gallons per day
 - ▶ Permitting, access roads, electrical service, pump house, treatment, connecting water main, electrical, mechanical and telemetry
- ▶ Other considerations include; Operation and maintenance, administrative costs

OPINION OF PROBABLE COST ALTERNATIVE 6A – INDEPENDENT COUNTY WATER SYSTEM

Estimated Total Project Cost
\$1,610,000

ITEM	UNITS	NO. UNITS	UNIT COST	TOTAL COST
10% Mobilization and General Conditions	LS	1	\$103,787.50	\$103,788
New Well Construction	EA	3	\$50,000.00	\$150,000
Well Pump, Drop Pipe, Pitless, Wire, Pump	EA	3	\$25,000.00	\$75,000
Site Work (access, fill, drill pad)	LS	1	\$15,000.00	\$15,000
20'X20' Pump Station Building, Mechanical	LS	1	\$200,000.00	\$200,000
Water Treatment (Disinfection and Corrosi	LS	1	\$100,000.00	\$100,000
Backup Generator	LS	1	\$75,000.00	\$75,000
SCADA	LS	1	\$30,000.00	\$30,000
Well and Pump House Electrical Service ar	LF	1,100	\$150.00	\$165,000
4" PVC Water Main (Open Cut)	LF	1,100	\$100.00	\$110,000
4" Gate Valve	EA	4	\$1,500.00	\$6,000
Connection to Existing Water Main at County Complex				
12"x12"x8" Tapping Sleeve and Valve	EA	1	\$7,500.00	\$7,500
8"x8"x8" Tapping Sleeve and Valve	EA	1	\$6,000.00	\$6,000
12" Ductile Iron Water Main	LF	240	\$275.00	\$66,000
24" Ductile Iron Water Main Sleeve	LF	30	\$250.00	\$7,500
Pavement	TON	15	\$200.00	\$3,000
Traffic Control	LS	1	\$2,000.00	\$2,000
Erosion Control	LS	1	\$10,000.00	\$10,000
Surface Restoration	LS	1	\$2,500.00	\$2,500
Unsuitable Soils	CY	25	\$45.00	\$1,125
Trench Ledge	CY	25	\$250.00	\$6,250
Construction Subtotal				\$1,141,663
15% Contingency				\$171,249
Construction Cost				\$1,312,912
Hydrogeology, Well Permitting, Quality and Yield Testing				\$30,000
10% Engineering Design and Permitting				\$131,291
10% Engineering Bidding and Construction Services				\$131,291
ROUNDED TOTAL PROJECT COST				\$1,605,494
				\$1,610,000

OPINION OF PROBABLE COSTS ALTERNATIVE 6B – INDEPENDENT COUNTY WATER SYSTEM WITH ADDITIONAL USERS

Estimated Total Project Cost
\$1,830,000

ITEM	UNITS	NO. UNITS	UNIT COST	TOTAL COST
10% Mobilization and General Conditions				
New Well Construction	LS	1	\$116,287.50	\$116,288
Well Pump, Drop Pipe, Pitless, Wire, Pump Controller	EA	4	\$50,000.00	\$200,000
Site Work (access, fill, drill pad)	EA	4	\$25,000.00	\$100,000
20"X20' Pump Station Building, Mechanical and Electrical	LS	1	\$20,000.00	\$20,000
Water Treatment (Disinfection and Corrosion Control)	LS	1	\$250,000.00	\$250,000
Backup Generator	LS	1	\$100,000.00	\$100,000
SCADA	LS	1	\$75,000.00	\$75,000
Well and Pump House Electrical Service and Disconnect	LS	1	\$25,000.00	\$25,000
4" PVC Water Main (Open Cut)	LF	1,100	\$150.00	\$165,000
4" Gate Valve	LF	1,100	\$100.00	\$110,000
EA		4	\$1,500.00	\$6,000
Connection to Existing Water Main at County Complex				
12"x12"x8" Tapping Sleeve and Valve	EA	1	\$7,500.00	\$7,500
8"x8"x8" Tapping Sleeve and Valve	EA	1	\$6,000.00	\$6,000
12" Ductile Iron Water Main	LF	240	\$275.00	\$66,000
24" Ductile Iron Water Main Sleeve	LF	30	\$250.00	\$7,500
Pavement	TON	15	\$200.00	\$3,000
Traffic Control	LS	1	\$2,000.00	\$2,000
Erosion Control	LS	1	\$10,000.00	\$10,000
Surface Restoration	LS	1	\$2,500.00	\$2,500
Unsuitable Soils	CY	25	\$45.00	\$1,125
Trench Ledger	CY	25	\$250.00	\$6,250
Construction Subtotal				\$1,279,163
15% Contingency				\$191,874
Construction Cost				\$1,471,037
Hydrogeology, Well Permitting, Quality and Yield Testing				\$65,000
10% Engineering Design and Permitting				\$147,104
10% Engineering Bidding and Construction Services				\$147,104
				\$1,830,244
ROUNDED TOTAL PROJECT COST				\$1,830,000

OPERATION AND MAINTENANCE COSTS

Alternative 6A
\$50,600

Alternative 6B
\$61,700

Estimated income from
other users - \$108,204

Net profit - \$46,504

Estimated O&M Costs	6A	6B	No Build
Item			
Salary and Wages	\$ 15,000.00	\$ 15,000.00	
Maintenance	\$ 3,700.00	\$ 3,700.00	
Supplies	\$ 1,200.00	\$ 2,500.00	
Contracted services	\$ 3,000.00	\$ 3,000.00	
Water Testing	\$ 3,000.00	\$ 3,000.00	
pH Chemicals	\$ 3,200.00	\$ 7,500.00	
Chem/Chlorine Pumps	\$ 1,500.00	\$ 3,000.00	
Miscellaneous	\$ 1,500.00	\$ 1,500.00	
Electricity	\$ 8,000.00	\$ 12,000.00	
Propane	\$ 4,000.00	\$ 4,000.00	
Admin Support	\$ 3,500.00	\$ 3,500.00	
Insurance	\$ 3,000.00	\$ 3,000.00	
WW&L Annual Fee	\$ -	\$ -	\$ 109,047.40
Income from users		\$ (108,204.00)	
Subtotal O&M	\$ 50,600.00	\$ (46,504.00)	\$ 109,047.40
Salvage Value	\$ -	\$ -	\$ -

NET PRESENT VALUE ANALYSIS

- ▶ Net Present Value = Project Capital Cost + (Annual O & M Cost X Present Worth Factor)

Alt.	Capital Cost +	O&M PW Factor	X	- Salvage Value X Salv. Factor	= Present Worth
6A	\$ 1,610,000	\$ 960,763	\$	-	\$ 2,570,763
6B	\$ 1,830,000	\$ (882,991)	\$		\$ 947,009
NB	\$ -	\$ 2,070,529	\$	-	\$ 2,070,529

* No assumptions conducted in above analysis

COST ANALYSIS DISCUSSION – ALTERNATIVE 6A

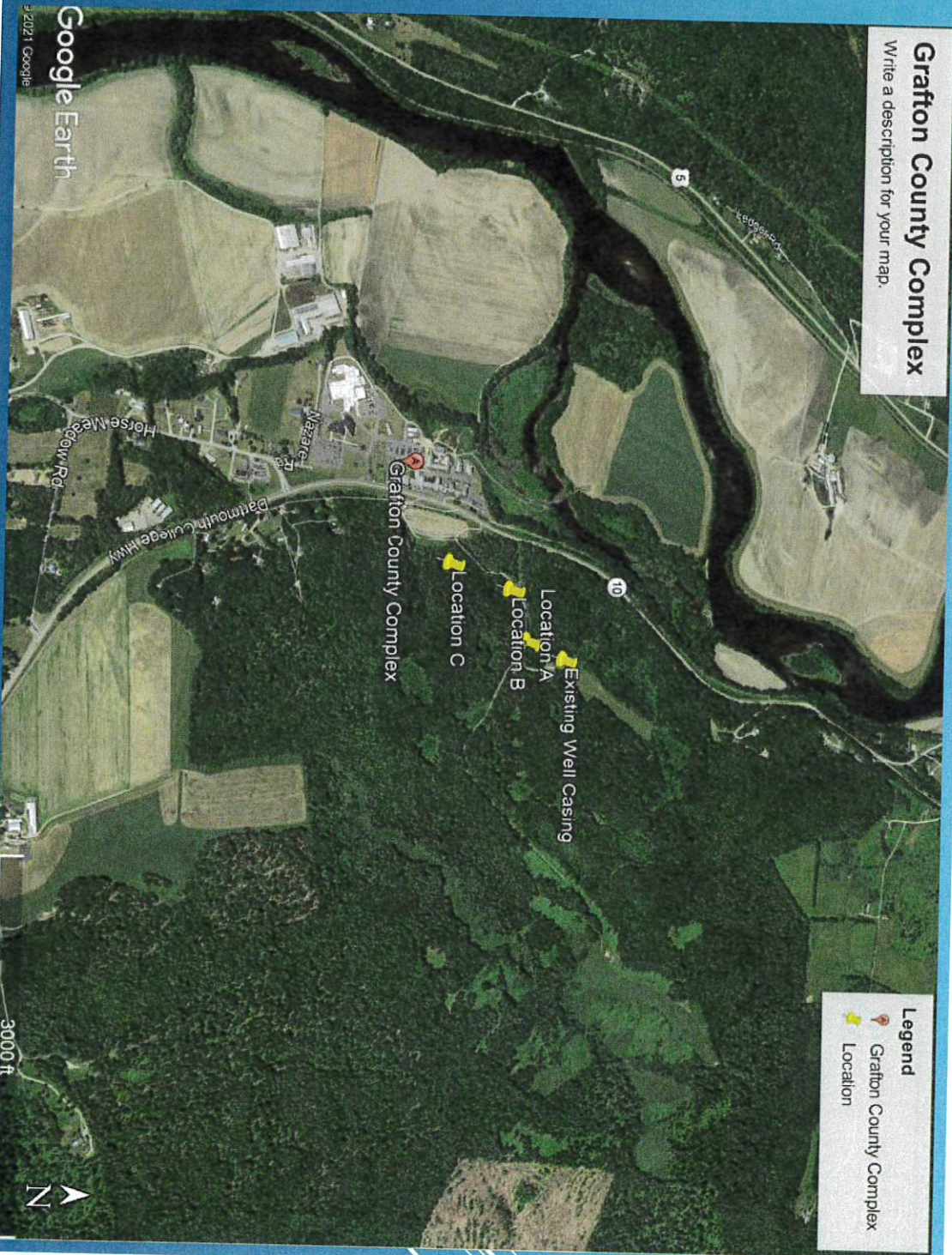
- ▶ At current rates (\$0.0077/gallon) & demand water will cost the county \$2,070,529, assuming no cost increase
- ▶ Assuming costs increase 80% every 10 years water will cost the county \$2,505,340
- ▶ The Present Net Worth Value for Alternative 6A is \$2,570,763 which exceeds both of the above analyses
- ▶ A high Present Net Worth Value higher than the estimated costs for water service from Woodsville Water & Light indicates that Alternative 6A is **NOT** cost effective

COST ANALYSIS DISCUSSION – ALTERNATIVE 6B

- ▶ Present Net Worth Value of 6B - \$947,009
 - ▶ Assumes no cost increase for water service to Hatchland Dairy & Other Users
- ▶ Apply a rate increase of 3% each year the potential income increases to \$2,742,980
- ▶ Estimated surplus income \$912,980 over a 20 year period

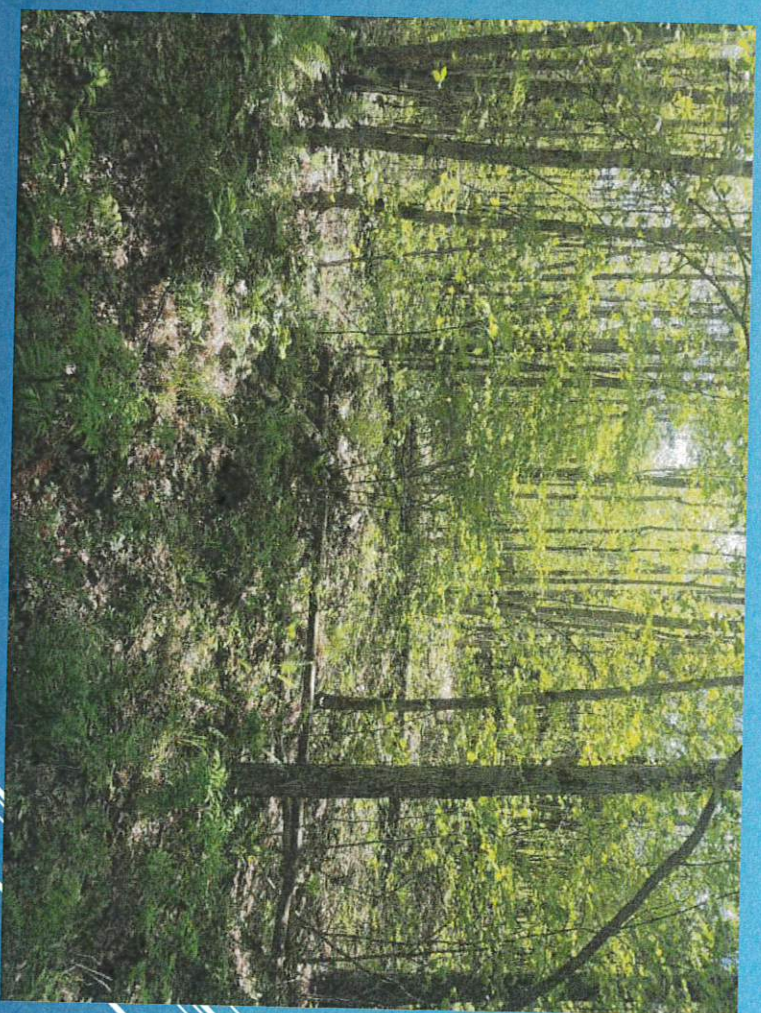
EVALUATION OF GROUNDWATER AVAILABILITY

- ▶ Hoffer Consulting report (2009) identified 3 drilling targets based on fracture trace analysis (bedrock wells)



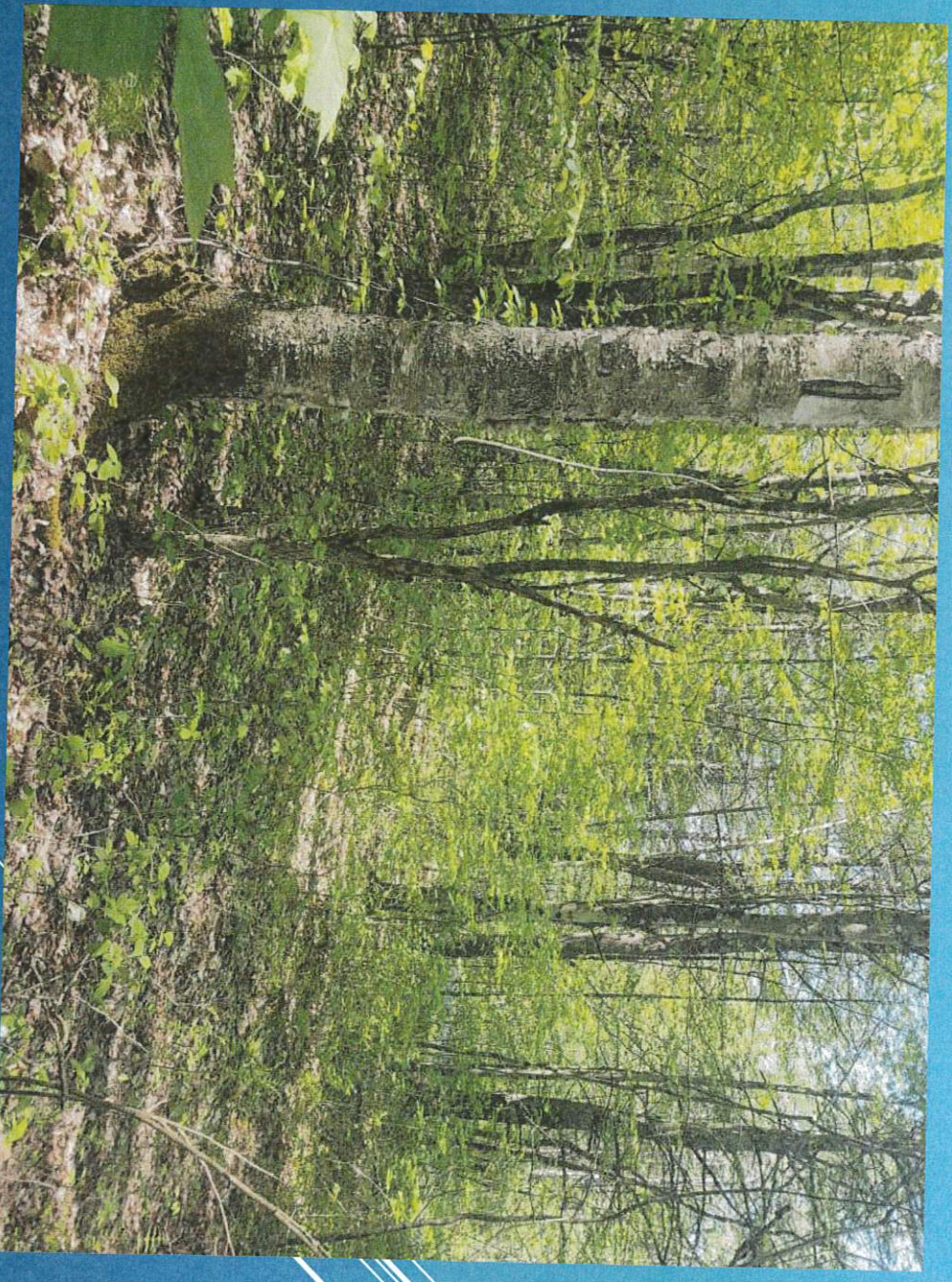
LOCATION A

- Geologically in an ideal location based on Hoffer fracture trace analysis
- Existing access road (minimal clearing required)
- Closest to existing storage tank
- Furthest from 3-phase power



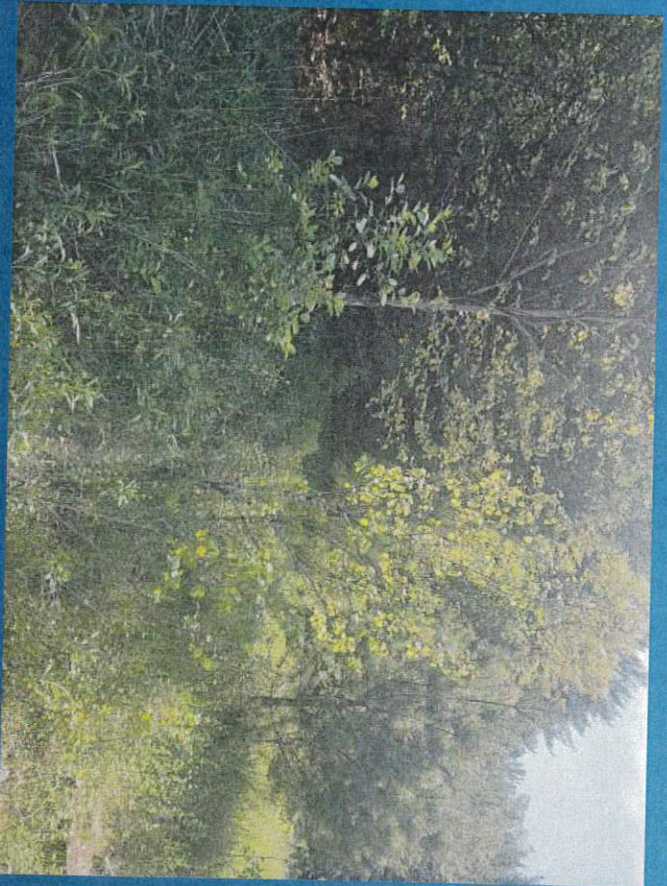
LOCATION B

- Hoffer report indicates less fractures in this area, although subsurface orientation can extend fractures into the area
- Will require additional clearing and access road construction
- Required to cross small drainage
- Closer to 3-Phase than Location A



LOCATION C

- Similar fracture orientation and concentration as Location B
- Relatively challenging access
 - Sloping topography, thickly forested
- Closest to 3-phase
- Does not cross any drainages



EXISTING 8-INCH WELL CASING

- Very little information available
- Does provide a "cheap" opportunity to test the aquifer
- May be a viable location
- If feasible may provide insight on water quality in immediate area



ALTERNATIVE 6B – DESIGN AND PERMITTING PROCESS

- ▶ Withdrawal of >57,600 gallons per day is considered to be a large groundwater withdrawal – Env-Wq 403 Large Groundwater Withdrawal
 - ▶ Extensive testing and review process
 - ▶ Consists of many steps
- ▶ Permitting cost of large withdrawal generally around \$100,000-\$125,000
 - ▶ Does not include drilling costs, well testing costs, or lcb fees
 - ▶ These costs can be \$250,000-\$300,00
 - ▶ Does not include permanent pumping apparatus or connection to infrastructure
 - ▶ Total initial costs to begin feasibility testing - \$350,000 - \$425,000
- ▶ Timeline for completion of the project – 2 to 3 years

OVERVIEW OF LARGE GROUNDWATER WITHDRAWAL PERMITTING PROCESS

1. Initial consultation with NHDES to discuss project
2. Preliminary Permit Application – provides information to NHDES on proposed withdrawal volume, potential impact area, development of conceptual hydrogeologic model, proposes well locations and a testing program
3. Preliminary Application Public Notification and Administrative Review – Notifies municipalities and community water suppliers that are within the potential impact area and gives them the opportunity to request a public hearing, NHDES reviews application for completeness
4. Preliminary Application Public Hearing – If requested a public hearing will be held to present project, NHDES facilitates meeting
5. Public Comment Period – Following the public hearing there is a 45-day public comment period
6. Preliminary Application Approval – Following the comment period NHDES will approve or deny application
7. Withdrawal testing – 5 day pump tests for each proposed source with water quality testing, monitoring of domestic wells
8. Final Report – Present revised proposed permit volume depending upon results of pumping tests, revised impact area, propose a monitoring program to mitigate any adverse impacts
9. Final Report Public Hearing – Municipalities and community water suppliers can request a public hearing after receipt of Final Report
10. Final Report Public Comment Period
11. NHDES Technical Review – NHDES reviews Final Report for completeness and conformance with rules
12. Final Decision – If the permit application demonstrates that the withdrawal will not produce adverse impacts, NHDES will issue permit

*Engineering Design takes a concurrent path with approval of design drawing of water main, pump houses, treatment systems etc.

PROPOSED NEXT STEPS

- ▶ Iterative approach is recommended
 - ▶ Investigate existing 8-inch well casing
 - ▶ Determine depth and construction
 - ▶ Well scope
 - ▶ Short term pumping test with water quality
- ▶ Test well at Location A – installed in a manner that it can become the production well
 - ▶ Short term pumping test with water quality testing
- ▶ Based on results from each step, either provides support for continuing or deciding to abandon the project

QUESTIONS?

