

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
March 19th, 2024

PRESENT: Commissioners Piper, Ahern, and McLeod. County Administrator (CA) Libby, Assistant County Administrator Burbank, and Administrative Assistant Norcross.

OTHERS: Supt. Oakes, Sheriff Stiegler, Lt. James, Helen Mrema – via Teams, Jon Warzocha – via Teams

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

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

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the March 12th meeting.

MOTION: Commissioner Ahern moved to approve the minutes from the March 12th meeting. Commissioner Piper seconded the motion, and all were in favor. Commissioner McLeod abstained.

2. The Commissioners signed check registers 1135-1136, 2024-03.15.2024.

3. Lakes Region Planning Commission Grant – CA Libby stated that Commissioner Piper had previously signed this grant, but Commissioner McLeod must also sign.

4. CA Libby submitted a CDBG Drawdown request for CEDC in the amount of \$6,264.00 for Commissioner Piper to sign.

5. USGS Request for Input on Elizabeth Brook – Asst. CA Burbank explained that she received a phone call from a contractor doing work for the US Geological Survey, and they are looking for Commissioners' feedback on a proposal. A 1.6-mile-long unnamed brook tributary in Lyme has been asked to be renamed Elizabeth Brook after a woman from Lyme who did some great things for the Town of Lyme. The Town of Lyme Selectboard created a resolution honoring her, and the US Forest Service is okay with the name change. They are looking to see if the Commissioners are also in support, as it is a town in Grafton County. The Commissioners discussed it and agreed that they were in support as well.

Sheriff Stiegler arrived and gave the following report (* see attached)

Sheriff Stiegler reported they were looking to apply for a Congressionally Directed Spending grant through Senator Shaheen's Office. Lt. James explained that everything in the computer

forensic unit has a life expectancy, and they are coming up with an end-of-life expectancy on a few items. They continue to look for ways to replace these devices. They are looking to apply for this grant to replace two (2) forensic towers, licensing and infrastructure upgrades, and implement a drone program without burdening the taxpayers. Lt. James explained that this drone would be used to search for missing persons. He does not want to put this into the budget but would like to add it as a resource to the County and its communities. The Commissioners discussed it and agreed that it is something that the Sheriff's Department should apply for. Sheriff Stiegler stated that the Nursing Home Administrator supports this drone program if anything happens with a resident wandering off while on an ATV ride on the county property.

MOTION: Commissioner McLeod moved to authorize the Sheriff's Department to apply for Congressionally Directed Spending through Senator Shaheen's Office to continue licensing, upgrade technology, and develop the unmanned aerial vehicle program for a total of \$130,000 in funding. Commissioner Ahern seconded the motion, and all were in favor.

Agenda Items:

1. Nonprofit Funding – CA Libby reviewed the money available through either the ARPA funds, ARPA interest money, or the LATCF funds. She reported that between all three (3) funding sources, roughly \$1.2 million is left after the Courthouse and water projects. The Commissioners reviewed the numbers with CA Libby and discussed possibilities for another smaller round of funding for nonprofits. CA Libby suggested that the Commissioners see what the budget looks like before they make this final decision. She stated that when the Commissioners meet with the Executive Committee in May, they could present their recommendation.

Jon Warzocha – Horizon's Engineering & Supt. Oakes – Water System Discussion

J. Warzocha stated that the County had dug two (2) test wells, and it was determined that one (1) more well would be needed to make this project viable. He reported that he had prepared a concept submittal to DES, which was approved, and that is the green light to move forward with this project. From a budgetary standpoint, \$2.1 million is a good budget number to assume. J. Warzocha noted that this cost includes a 15% contingency on construction costs.

Commissioner Piper asked what the operational costs to the county would be to maintain its own water system per year. Supt. Oakes stated that it would be roughly \$25,000 less per year than what they are paying right now to WW&L.

Commissioner McLeod asked what the main driver for this project was, as she was not present in the beginning phases. Supt. Oakes explained that the County has had issues with the rising costs from WW&L and the quality of the water, in terms of disinfection by products. He stated that they are within the range, but they are elevated.

Commissioner Piper stated that WW&L originally did not want the County to disconnect from their system because the County's money helps to pay upkeep and is an important part of the system for their neighbors, and that is a very important thing to keep in mind.

CA Libby stated that when the feasibility study was conducted, there was an assumption based on an estimate that WW&L received for repairs needed to the water treatment plant of, she believes, \$13 million. That cost was factored into determining the bottom line. If that is not happening, that reduces the cost that the County would be using to compare what the County's savings would be to put in its own system. She stated that when the Commissioners met with WW&L, the Commissioners and Kevin Shelton told the County that that cost would not get approved. CA Libby explained that the feasibility stated that the County would have to pay a set amount of money to WW&L to support those upgrades, so the County's costs would increase. The comparison says that it will add costs that may not happen and then use those costs to determine whether the County operating its own system is cheaper. She feels this is hypothetical and not a hard comparison to determine whether the County puts in its own water system. She also explained that the payback period for the construction was roughly thirty (30) years, and normally, you would like to have a payback period of roughly five (5) years. She added that these numbers are all rough numbers as she does not have the actual numbers with her. She would want to look at the numbers again.

CA Libby stated that it will not just come down to money, but water quality, self-sufficiency, and what they feel is the best move for the County.

Commissioner Piper stated that she recalls that this was originally brought up because ARPA funding became available when there were issues with WW&L and rising costs. She does not remember water quality being originally a concern. She noted that she has been concerned about the increased operational costs associated with the County owning its own water system. Commissioner McLeod stated that she is uncomfortable voting for it because she does not have the history and understanding of the main concern or need to do this. Commissioner Ahern stated that it is important that the County has a reliable source of good water.

Commissioner Piper stated that they must be concerned about taxpayers and the rates that local consumers are paying. CA Libby stated that if this is something the County is going to consider strongly, she feels the Commissioners should meet with WW&L to discuss the impacts on the residents of Woodsville. Commissioner Piper asked if that impact on the community was something they wanted to do. Commissioner Ahern stated that if the County is in charge of its own water, they do not have to worry about where it is coming from. CA Libby stated that if they were going to see significant tax savings for all of the taxpayers, it would be worth looking into, but her recollection is that \$25,000 a year savings does not have a big impact on a \$50 million budget.

Supt. Oakes stated that he found the report with the discussions and recommendations for this project. He stated that he had not reviewed these details in a while, and he would recommend shelving this discussion for today and letting him revalidate the details around this project to ensure the details given are accurate.

CA Libby asked if this project would increase maintenance workload enough to the point where Supt. Oakes would need to hire additional staff in the future. Supt. Oakes stated that his understanding is that their current licensing will cover what they need. Four (4) staff members

have the license to maintain this system. He explained that he does not anticipate having to hire another person and plans to absorb this work into his current staff. Commissioner Piper noted that Maintenance has been having a hard time keeping up with the workload now. Supt. Oakes stated that his issue is that he needs another entry-level staff member to help with the painting and grounds work as it is too much for one person, but that position has been denied several times. Supt. Oakes stated that the focus is on what areas get the most public attention, but some areas of the complex need attention. He stated that he does not have the manpower to do that work and that if the Commissioners are not going to approve a new position, they are going to continue to have areas that are not getting the attention they need.

Commissioner Ahern asked if the capital reserve of \$15,000 listed in the report would be annual. Supt. Oakes stated that he would need to refresh himself with the report as it has been a while since he has looked at it. CA Libby stated that she thinks this might be the money they would pay WW&L for capital improvements. Supt. Oakes stated that in J. Warzocha's analysis, he envisioned a capital reserve on both sides, so there is an apples-to-apples comparison. He noted that there is no capital reserve for anything on the complex, which is done yearly through capital outlay requests.

Commissioner Piper stated that she feels they should make a decision on this today and asked the Commissioners if they felt the same, without further research or refreshing their memory. Commissioner McLeod stated she does not feel she will vote for this project. Commissioner Ahern asked how much money has been spent on this project. Supt. Oakes asked if the Commissioners had felt like this, then why did they spend all of this money to date. The issues of rising costs and disinfection by-products have been known and were a catalyst enough to move forward with the study and now the Commissioners do not want to carry through with the rest of the project.

Commissioner Piper requested a nonpublic session to discuss this matter further.

MOTION: * 10:42 AM Commissioner Ahern moved to enter into a 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 said "yes," Commissioner McLeod said "yes," and Commissioner Piper said "yes," and Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

*11:10 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

said, “Yes,” Commissioner Piper said, “Yes.” Commissioner Piper stated that a majority of the board voted “yes,” and the motion passes.

CA Libby stated that the information they have talked about today is from recall; without going back and looking at the numbers, she cannot say that they are fully accurate. She wants to make sure that the Commissioners have all the facts before they make a decision. If they feel they have everything they need then that is fine, but she wants to make sure it is properly vetted as a lot of work has gone into this project so far.

MOTION: Commissioner McLeod moved not to proceed with the water project. Commissioner Piper seconded the motion. Commissioner McLeod said “yes”, Commissioner Piper said “yes”, and Commissioner Ahern said “no”. With two (2) in favor and one (1) in opposition, the motion passed.

Agenda Items:

1. Courthouse Discussion - CA Libby asked if the County is going to move forward and, if so, what the next steps are. She explained that Supt. Oakes has received information from EH Danson, who did the feasibility study. They have laid out the next steps and have given an idea of the cost of the engineering study, which would be roughly \$525,000-600,000. CA Libby stated that she would ask that the Commissioners form a Building Committee, which would work with the engineers and occupants of the building. The committee would consist of 3-5 members who would work towards coming up with an RFP to start the process.

Supt. Oakes asked if the county was going to build for itself or include the courts. CA Libby stated that based on their conversation with the State, she would advocate building a building that includes the courts. Her interpretation was that the state thinks the County is going to try to recoup some capital costs, but she does not feel that is the case. She feels the County can negotiate the lease with the state, which will have an increase but not the large increase they are thinking.

CA Libby stated that the first phase of the project may be 6-9 months long, with the possibility of getting bond approval in the spring of 2025. The first bond payment would not be until 2026, and the jail bonds will be paid off in 2031, so there would not be a large overlap of the two (2) payments. The Commissioners agreed that the County should include the court system in a new building.

Commissioner Piper stated that she did not hear any sense of urgency on the State’s part or concerns, and she wonders if this is something the County has to undertake right now. CA Libby stated that the state is making the decision that the building isn’t a priority because it does not do its assessments based on the infrastructure of the building. They do not look at all the issues within the Courthouse. She explained that the state's lack of urgency does not mean it is not urgent for the County. Supt. Oakes stated that the state’s priorities are based on the buildings it owns throughout the state. Commissioner McLeod stated that they have the support from the state but noted that she is concerned about two (2) bond issues at the same time. Commissioner Ahern stated that he would like to proceed with establishing the Building Committee. CA Libby

stated that the Commissioners can inform the Executive Committee on Monday that they have agreed to move forward with forming a Building Committee for the Courthouse and will be looking to get approval of roughly \$500,000-\$600,000 in the future for the engineering and design. Commissioner McLeod stated that she was interested in learning more about how Merrimack County handled its Courthouse and getting more information about developers.

MOTION: Commissioner Ahern moved to approve the start of the process of building a new Grafton County Courthouse to meet the needs of the State of New Hampshire and Grafton County. Commissioner McLeod seconded the motion, and all were in favor.

2. CA Libby provided the Commissioners with an updated budget schedule and their budget binders for their review before Thursday's budget meeting.

MOTION: * 11:54 AM Commissioner Ahern moved to enter into a non-public session for the purposes of consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph according to RSA 91-A: 3, II (e). Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern "yes and Commissioner Piper "yes. " Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.

*12:06 PM 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 Piper seconded the motion. Commissioner Piper called the roll. Commissioner Ahern "Yes," Commissioner Piper said, "yes." Commissioner Piper stated that a majority of the board voted "yes," and the motion passes.

12:07 PM With no further business, the meeting adjourned.

Respectfully Submitted,



Martha S. McLeod, Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

February 20 – March 18, 2024

COMPLEX

American Rescue Plan Act (ARPA) Project Updates

Test Wells – NH DES approved the county's Concept Approval Request per the requirements of Env-Dw405.04. At my request, Horizons Engineering has laid out benchmarks for pursuing our own water system (see the attached email from Jon Warzocha. Jon will meet with you today to provide a budget for the engineering and permitting, and update the budget for the construction cost to develop our own water system so you are armed with an up-to-date estimate to help in your decision-making process to pursue or not pursue our own water system.

BACnet Full Integration – We are still awaiting As-built documents. When I get them from Alliance Building Automation I will make final payment on the Administration Building portion of this project and our focus will shift towards completing the nursing home portion over the next several months.

Makeup Air Unit (MAU) – Vermont Mechanical and the air balancing contractor were on site in late February to make final adjustments to the MAU and do air balancing. Following this work the kitchen staff complained the MAU was overheating the kitchen. I called the president of VM and complained about the poor services we've received from his staff. Shortly after a VM technician returned and made more adjustments. Those adjustments seem to have taken care of the issues. I am now waiting on site visit report documentation, balancing report, warranty documentation and O&M manuals.

Underground Storage Tanks (UST) & Above-ground Storage Tanks (AST): All of the AST's are now complete.

COURTHOUSE

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

NURSING HOME

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

Front Landscape Project – Several contractors have expressed interest in this project and have conducted site visits as a prerequisite of bidding this work.

Lighting

- In various locations we converted numerous light fixtures from ballasted fluorescents to low energy non-ballasted LED ones.
- Performed annual 90-minute battery test on all emergency lighting. Had several fixtures fail the test. I ordered replacement batteries and my staff will replace them once they are delivered.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

February 20 – March 18, 2024

AI-phone System – Craig requested my staff relocate the AI-phone system from Meadow to Maple since he moved facility communication responsibilities to Maple. The AI-phone system is a doorbell/camera system used in off hours to let people into the locked building.

Kitchen

- Kitchen office temp stuck at 80 degrees...replaced failed reheat box valve that had stuck open.
- Outlet supporting food warmer melted...replaced outlet.
- The dishwasher water would not turn off during the rinse cycle...replaced water solenoid valve.

Laundry

- AC mini split evaporator fan motor not working in wash room...replaced the fan motor.
- Washer 1 leaking...replaced the door gasket.

ADMINISTRATIVE BUILDING

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.

Boilers – ARC Mechanical disassembled boiler 1 and determined a graphite seal had failed. They rebuilt the boiler with all new seals and the boiler leak checked good, so no new boiler is needed.

Dept. of Corrections (DOC)

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

Elevator – Stanley Elevator technicians completed the 5-year load test of the DOC elevator and it passed without any issues.

HVAC

- Heat pump WHP-D1 still has one circuit out. Awaiting contractor response.
- Heat pump B17 awaiting replacement once shoulder season hits. Will do in house.
- Heat pump B9 low on refrigerant. Need HVAC contractor to repair.
- Heat pump B11 not running. Coil froze up. Need to troubleshoot.
- Air handler ERU-F1's exhaust fan motor bearings failed...replaced bearings.

Dishwasher

- The dishwasher tray feed motor and cogs are completely worn out and are cause for trays getting hung up at the outfeed portion of the dishwasher, causing excessive use of hot water if not closely monitored. We replaced the motor and cogs.
- The dishwasher wasn't maintaining wash temp during a state inspection. We installed new dishwasher curtains and adjusted the exhaust air dampers to correct the issue.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

February 20 – March 18, 2024

- Door spring broke and water was spraying out of machine from feed side...replaced spring.

Cell A05 (crisis holding area) – An inmate carved out a few holes in the padded cell wall. I've ordered a repair kit and when it arrives we will repair the wall padding.

Roof – Roofing sealant failed on seam in four spots above receptionist's office. Cleaned suspect areas and resealed.

Electrical

- A large UPS serving a critical area had a battery tray circuit board fail. I've ordered a replacement part and when it arrives we will install it.
- A door position switch in one of the Area C cell doors failed. I've ordered a replacement part and when it arrives we will install it.

Showers – 17 showers have epoxy walls in need of repair due to peeling and bubbling. I met with a contractor to get a budget proposal for this work.

MAINT/FARM BUILDING

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

Farm

Dairy Barn - Several milking pulsators failed...rebuilt all.

BIOMASS PLANT

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

Boiler – A Messersmith Boiler technician performed our biennial EPA boiler tuning and all went well.

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 throughout.

**MAINTENANCE DEPARTMENT REPORT
TO GRAFTON COUNTY COMMISSIONERS**

February 20 – March 18, 2024

OTHER

HVAC - I don't have high hopes of attracting a commercial HVAC / refrigeration technician for my department so I've reached out to some HVAC/refrigeration contractors to get quotes on a preventative maintenance contract for my FY25 budget. Without a contract in place it will be very difficult to get any HVAC contractor to respond to our unscheduled repairs that come up.

Jim Oakes

From: Jon Warzocha <jwarzocha@horizonsengineering.com>
Sent: Thursday, February 8, 2024 2:37 PM
To: Jim Oakes; Karyn Wong; Cathy Conway
Cc: Julie Libby
Subject: Re: Request for Concept Approval- Small Community Water System- Grafton County Complex (PWS#1104010, DR6445)

The next steps would be as follows:

1. Prepare and submit a Preliminary Siting Report for the wells, including adding the location in the report for the third well.
2. Upon approval install the third well and do the permitting pumping test and water quality sampling
3. Once data are in hand for water quality prepare and submit the design of the emergency interconnection and pump station with any treatment (if required), disinfection, and corrosion control.
4. Concurrently, prepare and submit a Final Siting Report to request final well approval.
5. Construction of the project.

We can put together budgets for the engineering and permitting, and update the budget for the construction cost if you'd like. We can have this to you by end of next week if that's acceptable.

From: Jim Oakes <joakes@graftoncountynh.gov>
Sent: Thursday, February 8, 2024 2:25 PM
To: Jon Warzocha <jwarzocha@horizonsengineering.com>
Cc: Julie Libby <jlibby@graftoncountynh.gov>
Subject: FW: Request for Concept Approval- Small Community Water System- Grafton County Complex (PWS#1104010, DR6445)

Jon,

What is the next step in this process? We are in the budgeting process and need a road map to identify benchmarks and costs.

Jim

From: Gaylord, David <David.D.Gaylord@des.nh.gov>
Sent: Thursday, February 8, 2024 2:17 PM
To: Wendy Piper <wpiper@graftoncountynh.gov>
Cc: Jim Oakes <joakes@graftoncountynh.gov>; Jon Warzocha <jwarzocha@horizonsengineering.com>; Karyn Wong <kwong@horizonsengineering.com>; DES: Community Well <communitywell@des.nh.gov>; Klevens, Cynthia <CYNTHIA.M.KLEVENS@des.nh.gov>
Subject: RE: Request for Concept Approval- Small Community Water System- Grafton County Complex (PWS#1104010, DR6445)

Some people who received this message don't often get email from david.d.gaylord@des.nh.gov. [Learn why this is important](#)

Good afternoon Wendy,

Please find the attached Concept Approval regarding conversion of the Grafton County Complex from it's current PORS configuration to a Community Water System with independent water sources. Let me know if you have any questions.

Take care,

David D. Gaylord, PE

Small Systems Design Review Engineer

Drinking Water & Groundwater Bureau

NH Department of Environmental Services

(603) 271-2953 | David.D.Gaylord@des.nh.gov

From: Wendy Piper <wpiper@graftoncountynh.gov>

Sent: Friday, January 26, 2024 11:14 AM

To: Jon Warzocha <jwarzocha@horizonsengineering.com>; Gaylord, David <David.D.Gaylord@des.nh.gov>; Karyn Wong <kwong@horizonsengineering.com>

Cc: Jim Oakes <joakes@graftoncountynh.gov>; Klevens, Cynthia <CYNTHIA.M.KLEVENS@des.nh.gov>

Subject: Re: Request for Concept Approval- Small Community Water System- Grafton County Complex

EXTERNAL: Do not open attachments or click on links unless you recognize and trust the sender.

Thank you.

Wendy

Wendy A. Piper

Chair, Grafton County Board of Commissioners

President, New Hampshire Association of Counties

Grafton County Commissioners Office

3855 Dartmouth College Highway

North Haverhill, NH 03744

(603) 727-8392

From: Jon Warzocha <jwarzocha@horizonsengineering.com>

Sent: Friday, January 26, 2024 11:08 AM

To: Gaylord, David <David.D.Gaylord@des.nh.gov>; Karyn Wong <kwong@horizonsengineering.com>

Cc: Jim Oakes <joakes@graftoncountynh.gov>; Wendy Piper <wpiper@graftoncountynh.gov>; Klevens, Cynthia <CYNTHIA.M.KLEVENS@des.nh.gov>

Subject: Re: Request for Concept Approval- Small Community Water System- Grafton County Complex

Hi David,

Please see our responses below in *italics*. Please let us know if you have further questions, and if it would be beneficial to set up a call to discuss the project.

Jon

From: Gaylord, David <David.D.Gaylord@des.nh.gov>
Sent: Friday, January 26, 2024 10:01 AM
To: Karyn Wong <kwong@horizonsengineering.com>
Cc: Jon Warzocha <jwarzocha@horizonsengineering.com>;
joakes@grafftoncountynh.gov <joakes@grafftoncountynh.gov>;
wpiper@grafftoncountynh.gov <wpiper@grafftoncountynh.gov>; Klevens, Cynthia <CYNTHIA.M.KLEVENS@des.nh.gov>
Subject: RE: Request for Concept Approval- Small Community Water System- Grafton County Complex

Good morning,

DES has reviewed your request for Concept Approval for establishing a new community water system with its own well sources and has the following comments / request for additional information to complete our review:

1. Describe proposed disposition of the existing master meter, water storage tank and distribution piping for disconnection from Woodsville Water & Light District (WW&LD). As part of this review, DES will likely require retaining the existing connection as Emergency Backup as the proposed hydrants and temporary fire hose connection are not acceptable.

Use of the existing storage tank and distribution piping from the tank to the system will be maintained. Upon receipt of Concept Approval the next steps would be to proceed with additional well development, and concurrently with preparation of a Basis of Design report describing details of the proposed reconfiguration of the interconnection. Horizons Engineering would need to confirm with the County, but we believe that leaving a permanent interconnection that can be isolated with a valve or other method may be acceptable. Again, details of this can be addressed upon the receipt of Concept Approval.

2. Describe any agreements considered or planned for future emergency water use from WW&LD.

Upon receipt of Concept Approval the County would discuss the details of an emergency water use agreement with WW&LD. It is presumed that both entities would benefit from an agreement in which water could be provided by one system to the other. Horizons has not yet assessed the hydraulic profile to confirm the ability of the County to provide water to Woodsville without boosting. If boosting is required it may be possible to install provisions for a temporary emergency booster system that would be provided by WW&LD.

3. Clarify and confirm projected system buildout capacity of 1,000 population and 38,000 gpd. Env-Dw 405 Small Community System design rules specify minimum 2x source capacity which would require development of a large groundwater withdrawal source.

It is Horizons understanding that following Env-Dw 305.14 (c) the withdrawal would be considered a Small Withdrawal, but would require large withdrawal testing. I believe design flow calculations were provided in the Preliminary Engineering Study provided to DES. However, additional information justifying design flow can be provided if requested.

7. Evaluate and water quality impact (specifically for DBPs) and confirm adequate system pressures for continued water service to downstream customers of WW&LD.

As stated previously, upon receipt of Concept Approval the County would prepare a Basis of Design report that would outline the details of the proposed emergency connection, and assess potential impacts to WW&LD, if any,

from removing the tank from the WW&LD system. It understood that concept approval would likely be conditional upon NHDES approval of a Basis of Design report for the project.

Thank you,
David D. Gaylord, PE
Small Systems Design Review Engineer
Drinking Water & Groundwater Bureau
NH Department of Environmental Services
(603) 271-2953 | David.D.Gaylord@des.nh.gov

From: Klevens, Cynthia <cynthia.klevens@des.nh.gov>
Sent: Monday, January 22, 2024 11:13 AM
To: Karyn Wong <kwong@horizonsengineering.com>
Cc: Jon Warzocha <jwarzocha@horizonsengineering.com>; joakes@grafftoncountynh.gov; Gaylord, David <David.D.Gaylord@des.nh.gov>
Subject: FW: Request for Concept Approval- Small Community Water System- Grafton County Complex

Received, thank you Karyn. Small Systems Design Review Dave Gaylord (copied) will review and will be in touch with any questions. Best, Cindy

Cynthia Klevens, PE / 603-271-2948 / Engineering Section Manager
NHDES Drinking Water & Groundwater Bureau, Concord NH 03302-0095

From: Karyn Wong <kwong@horizonsengineering.com>
Sent: Monday, January 22, 2024 10:22 AM
To: Klevens, Cynthia <cynthia.klevens@des.nh.gov>
Cc: Jon Warzocha <jwarzocha@horizonsengineering.com>; joakes@grafftoncountynh.gov
Subject: Request for Concept Approval- Small Community Water System- Grafton County Complex

Good morning Ms. Klevens,

On behalf of the Board of Commissioners of Grafton County, Horizons Engineering provides the attached letter request for Concept Approval of a Small Community Water System. Thank you for your attention to this request. Please confirm receipt of this transmittal.

Karyn Wong
Project Manager III
Horizons Engineering, Inc.
3641A White Mountain Hwy
North Conway, NH 03860
P. 603.444.4111
F. 603.444.1343
C.916.769.2777



Grafton County Sheriff's Department Operations Division

Monthly Report

February 2024

Statistics

-Transport:

- Court Transports: 25 Prisoner Transports: 54
- CSO movements from jail to court: 25
- Juvenile Transports: 2
- Involuntary Emergency Admissions (IEA): 4

-Arrest:

-Arrest on warrant, Superior or Civil Warrant, Instate Warrant, EBW, GCSO cases and on view arrest (complaint generated by this agency)

Total Arrest: 14

-Civil:

(CSI inforserv cannot differentiate types of civil service, In Hand, Abode or Non Est)

Total Monthly Civil Service: 197

-Warrants:

-Total # of Active Warrants:	Criminal= 381
	<u>Civil = 21</u>
	Total 402

-Motor Vehicle Activity

-Motor Vehicle Stops: 9

-Fleet Mileage

- Total Miles Driven: 19,410

Grafton County Sheriff's Department Investigative Services Division Activity



FEBRUARY 2024

In addition to pre-existing cases and investigations the Grafton County Investigative and Computer Forensic Units had the following activity for the month of February 2024. The Investigative Services Division is feeling the impact of staffing shortages resulting in having to limit the services as a regional resource to support the Operation's Division in extraditions, warrant services, and other responsibilities. The majority of investigative work conducted was on active and previously reported matters. We hope as vacant positions may be filled, we are able to once again offer extended investigative services to the agencies and communities in our region.

As the Part-Time Internet Crimes Against Children Task Force Investigator, I have had a chance to try and dispose of, or refer to other jurisdictions a number of cases that otherwise have back-logged while triaging cases as they are referred for investigation. In the month of February, ten (10) new CyberTipline Reports were taken in while working on the backlog of approximately 10 other Cyber Tips that are in various stages of investigation. Each of these CyberTipline Reports in reference to the possession, distribution, or manufacture of child sexual abuse material (CSAM). Four (4) investigative search warrants were applied for and granted on behalf of these ICAC investigations, these investigations still open. The tedious examination of evidence continues in a number of cases.

New Investigations:

Possession of Child Sexual Abuse Images (3)

Sex Offense (1)

Narcotics Investigations (1)

Assault Investigations (1)

Assist Other Police Agencies (8)

Evidence or Property obtained to include electronics or storage medium for review, examination, delivered or taken into the Computer Forensic Unit (CFU).

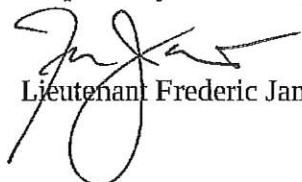
Communication Devices (Cell Phone): (2)

Electronic Equipment (USB): (4)

Electronic Equipment No Sub Category: (1)

The Investigative Services Division continues to try and learn and manage cases using CSI, our acquired records management system (RMS) often finding this platform and it's capabilities less than desirable or efficient for criminal case management and reporting of events. We will continue to try and remain patient with this technology but often feel the frustration like many agencies who have adopted this platform.

Respectfully Submitted,



Lieutenant Frederic James