

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

October 21, 2025

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

OTHERS: Maintenance Supt. Oakes, Rep. Bjelobrk, Nick De Mayo – via Teams, Omer C. Ahern Jr. – via Teams, Tim Lenehan – via Teams, Register Monahan – via Teams, Howard Hatch – via Teams, Kathleen Donovan – via Teams, Kevin Van Norden – via Teams, Pete Browne – via Teams, Janice Novak – via Teams.

Commissioner McLeod called the meeting to order at 9:00 AM.

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

Commissioner Piper stated that she has not heard conversations about a capital reserve account, but she sees how it would be a good idea. She asked Supt. Oakes if asking for a capital account was too heavy a lift on top of all of the other items in the budget. CA Libby stated that a capital reserve account has been talked about, and it has never been funded because each time they do the budget, they are looking to make cuts and therefore have not had any means to fund one. She explained that they would need to do an appropriation from the budget to the Maintenance Capital Reserve, but it would need to be a smaller amount. CA Libby further explained that the Nursing Home Capital Reserve Account is funded through the ProShare payment, and the Dispatch Capital Reserve is funded through their dispatch fees. Commissioner McLeod noted that there is nothing that stops future Boards of Commissioners and Delegations from deciding to take that money and use it elsewhere. Commissioner Hedberg stated that she feels it would be worthwhile to look into.

Sheriff Myers arrived

Commissioner McLeod stated that the Sheriff was not on the agenda as she said she was not coming to the meeting. Sheriff Myers stated that the Sheriff's Office received approval for a Highway Safety Traffic grant they applied for and asked the Commissioners to review it. They were approved for \$8,500, and they have to match \$2,125.00 of that, which will be taken out of their Investigations line. This is for speeding, DUI, and obstructed driving. These are overtime costs for Deputies. It is reimbursed up to \$8,500.

Sheriff Myers asked if she could read the following statement that she prepared regarding monthly reporting:

The Grafton County Sheriff's Office takes great pride in serving its communities with professionalism, transparency, and accountability. They recognize that as a public agency,

they are entrusted with both authority and responsibility. They welcome appropriate oversight and collaboration from the county's elected leaders. However, it is important to address a concern that has affected the fairness and balance of that collaboration. Recently, and over the last few months, the Grafton County Sheriff's Office has experienced a pattern of unfair treatment by one (1) member of the County Commission, Commissioner McLeod, whose actions and statements appear to be driven more by personal bias against law enforcement than by objective concerns.

Commissioner McLeod stopped Sheriff Myers and stated that it was unreasonable for her to say that. She has no bias against law enforcement and appreciates law enforcement. Sheriff Myers asked if she could finish her statement, and Commissioner McLeod stated that she was not sure if she needed to. Sheriff Myers stated that this is what happens when she tries to talk. Commissioner McLeod stated that Sheriff Myers hung up on her when she tried to talk to her on the phone. She was very careful with what she said and asked how they can be accountable to the taxpayers and how the Sheriff can be accountable to the taxpayers. They have to provide oversight to the budget, and if the Sheriff does not want to provide a monthly report, how can they be accountable to the taxpayers? Commissioner McLeod stated that the Sheriff is personally attacking her for asking questions.

Sheriff Myers continued to read her statement:

While they fully support transparency and accountability in government, such standards should be applied to all county departments. The expectation that the Sheriff's Office operates under a different and often more punitive level of scrutiny than other departments is neither equitable nor productive. It undermines the spirit of cooperation that is essential for County Government to function effectively and in the best interest of its residents. Their office remains committed to upholding the law, serving their citizens, and maintaining open communication with the Board of Commissioners. They ask that they be treated with the same level of fairness, professionalism, and respect that is afforded to every other department head.

Commissioner McLeod noted that Sheriff Myers hung up on her during their conversation on the phone. Sheriff Myers stated that the same thing was happening, where Commissioner McLeod would not allow her to speak, and speaking over her, and this is why she hung up. Commissioner McLeod stated that it was Sheriff Myer's impression. Sheriff Myers stated that she has it recorded and has the transcript. Commissioner McLeod stated that she now knows Sheriff Myers was recording it. Sheriff Myers stated that she can include that transcript in the meeting minutes.

Sheriff Myers continued to read her statement:

On Friday, I spoke with County Attorney Hornick about this, and she advised her that she had not given a monthly report in over four (4) months. When asked if the Board had repeatedly been after her to get to a meeting for a report, she advised that they had not.

Upon reviewing meeting minutes posted online, she had not given a monthly report since January. Why is this different for her?

Commissioner McLeod asked why that was and asked the Sheriff to tell her. She refuses to come to the meetings. Sheriff Myers stated that County Attorney Hornick is allowed not to come, and the Commissioners do not have an issue with it. Commissioner McLeod stated that Atty. Hornick is not refusing to come to anything and noted that she is not the topic of conversation. Commissioner McLeod stated that this is severely immature behavior. Sheriff Myers added that Commissioner McLeod is severely uneducated about law and other departments.

Sheriff Myers continued to read her statement:

It is abundantly clear that Commissioner McLeod is biased against the Sheriff's Office. She would like to make it clear yet again, the Sheriff's Office has not spent any money on anything dealing with ICE. The fact that they have a nonbinding agreement with ICE does not mean they are racist. It does not mean that they wear masks and act like thugs, and it does not mean they are nazis. These are only a few of the comments they have received thus far.

Commissioner McLeod stated that she has not made those comments, and she does not know where Sheriff Myers gets them from, but she thinks they are an impression; however, she has never made a comment that Sheriff Myers was racist.

Sheriff Myers continued to read her statement:

I believe many of which stem from the misinformation and blatant lies that are spread in public meetings about the Sheriff's Office. Commissioner McLeod, how are you being accountable to the people who voted you in when you tell lies about the Sheriff's Office and spread misinformation about their contract?

Commissioner McLeod stated that she felt Sheriff Myers needed to step out. She feels like this is a personal attack. Sheriff Myers asked Commissioner Piper if this was any different than the letter Register Monahan read against her. Commissioner Piper stated that it was not, and that was a good point. Sheriff Myers stated that Commissioner Piper sat there and listened to the entire letter. Commissioner Piper stated that she did listen to the entire thing and then refuted it after she was able to speak. Commissioner McLeod stated that if Sheriff Myers feels better after finishing her statement, then she can finish it.

Sheriff Myers continued to read her statement:

Once again, I invite the Commissioners to come visit the Sheriff's Office to really see what they do and to meet the people of the Sheriff's Office. You have yet to come meet with those who work in the courthouse building, especially in her department, which they are so eager to spend millions of dollars on to replace. Having you argue for a new

building and life safety issues when they do not care enough to come meet the people who work in the building. I invite residents to come visit us and meet with us, and speak with us about anything they wish to. They are fully transparent. Just because they do not give a monthly report with stats every month does not mean they are not being transparent and fully accountable. On the phone Friday, when she again invited Commissioner McLeod to come visit them, do you remember what you said to me, Commissioner McLeod? You said why do we have to spend our time doing that. Clearly, based on that statement, you truly do not care about the Sheriff's Office. I also invite the board and residents to reach out to their local agencies and ask about us because she is confident, they will have nothing but good things to say about us. With that being said, she would be willing to come in quarterly to give a department update. She will not provide stats because she does not think that means anything to people. However, she cannot do the third Tuesday of every month, as she has the Chiefs' meetings.

Sheriff Myers stated that she is a working Sheriff and goes to quite a few calls. She stated that she attended a double homicide as well as a fatal overdose in Bath, where she did chest compressions for 40 minutes on a deceased person in the last month. Commissioner Piper thanked Sheriff Myers for doing 40 minutes of chest compressions. Sheriff Myers stated that she cares about people.

Commissioner McLeod asked if Sheriff Myers had a copy of her statement. Sheriff Myers stated that she does not. Sheriff Myers stated that she is not providing a copy. She cannot provide a copy because she was interrupted so many times, and she did not read the full thing. She stated that she will report quarterly if the Commissioners would like her to. They are being transparent and accountable. She stated that the Commissioners can reach out to their local agencies and ask them. She noted that she would say they are rock stars right now for what they are doing. Commissioner McLeod stated that the people of Grafton County do not know that. Sheriff Myers stated that they need to read a newspaper or reach out to their local Chief.

Commissioner McLeod stated that she was going to request a nonpublic session because she did not want Sheriff Myers' reputation tarred by some of the things she was going to say about her phone call and how rude she was. Sheriff Myers stated that she could play a recording of that phone call. Commissioner McLeod stated that she did not tell her she was recording the call and all she is asking for is accountability, the Commissioners have to be accountable for the spending at the Sheriff's Department, and she mentioned several times, things that people have asked her about the Sheriff's budget. Sheriff Myers stated that she had said she would report quarterly. Commissioner McLeod stated that Sheriff Myers had said she would not be providing stats. She noted that the Commissioners sign invoices every month, and they can go through them that way and provide accountability. Sheriff Myers stated that they can do that and noted that most of what they buy is uniforms and safety equipment. Commissioner McLeod stated that would be a way the Commissioners could provide accountability, but for her to come in and be rude to another Elected Official is not a good-looking approach. Sheriff Myers noted that was a two (2) way relationship. Commissioner McLeod stated that she called and made an effort to communicate and create a relationship. Sheriff Myers stated that the phone call was not constructive, and that

is why she hung up. Commissioner McLeod is constantly interjecting and speaking over her when she tries to talk, and she has the transcript. Commissioner McLeod stated that she has never called Sheriff Myers or her staff Nazis. Sheriff Myers stated that she did not say Commissioner McLeod made those comments. She has been called that by other people because of the misinformation that is being spread in public meetings. Sheriff Myers stated that they need to stop spreading misinformation. The Sheriff reviewed examples from past meeting minutes and also noted that there was information put out on social media over the weekend where Commissioner McLeod stated that the Sheriff is not accountable. Sheriff Myers noted that on April 22nd, the Commissioners tried to vacate Commissioner McLeod from her position, and she would not accept the motion. She is not the only one who sees that there is an issue going on. There are several sets of minutes that state the taxpayers are paying for the ICE contract, and that is false, because they have not spent any money to date. Sheriff Myers stated that it has gotten to the point where people are getting hurt and people are targeting law enforcement and public service. A lot of times, that comes from misinformation that is being spread, which is what she is trying to address. She asked that the Commissioners stop talking about the Sheriff's Office when she is not there to dispute it. Sheriff Myers stated that she feels this is no longer constructive, but she will meet with the Commissioners quarterly, which would be in January, and give them an update.

Commissioner Hedberg stated that she appreciates the Sheriff coming in quarterly. She stated that it was good to see transports and some of the statistics that were provided.

Sheriff Myers left the meeting.

Commissioner McLeod stated that what she said on the phone to the Sheriff was that the Commissioners are accountable for the County budget. In the past, they have received monthly reports, and they sign monthly invoices for the spending of the Sheriff's budget. She asked CA Libby to continue putting the Sheriff on the agenda so they can find a way to have some accountability. If they do not have any other information, she could put a note together that discusses spending. Meeting quarterly is a good step.

Commissioner McLeod asked what appropriate oversight would be. Commissioner Hedberg stated that coming in quarterly is a good step forward. She does review all invoices every week, and she keeps an eye on those. Those numbers they used to receive were very helpful. Commissioner McLeod stated that she hears from her constituents about why they have so many vehicles and equipment.

Commissioner Piper stated that she understands the questions regarding costs. She stated that their former Sheriff added a lot of cost to the budget. They needed to keep a close eye and say no. She has heard that reputation is still out there. Commissioner Piper noted that there was no increase in this year's budget. They might be suffering from a lag because of the former Sheriff's budgeting. This current Sheriff did not add anything to the budget. Commissioner McLeod asked about the petition that someone started and how many people (800 plus) signed it. She thinks it is a fair in her role as Commissioner to continue to bring that up. Almost weekly, she hears from

people regarding the ICE MOA and that petition. Commissioner McLeod stated that she needs to write a letter to the editor refuting what the Sheriff said today. She will not have someone throw false accusations at her and she will refute them. It's very immature and childish behavior. Commissioner Hedberg stated that the whole interaction was unfortunate, and there were things said on both sides that were disparaging and not true. She thinks they need to support everyone. She was happy to hear that no money had been spent on ICE, and she was happy to hear that the Sheriff would report quarterly. Commissioner McLeod noted that they have had Commissioner Piper disparaged before, as well as staff.

Grafton County Regional Development Corporation – Anne Duncan Cooley, Michelle Beaudin

A. Duncan Cooley reported that GRDC held their Annual Meeting last month, and they had a good turnout with around sixty (60) people. She handed out the attached PowerPoint that was presented at their meeting for the Commissioners to review.

Micro Enterprise Update – M. Beaudin stated have had forty (40) clients for the year and have already approved seven (7) equipment grants.

Family Childcare Pilot Program – M. Beaudin stated that they finished the program in September, and in the last quarter of that grant and they have two (2) new providers. At the end of the grant, they were able to purchase new equipment for them and paid for a lead safe assessment as well. M. Beaudin explained that this pilot program was for organizations across the state to help with the business side of family childcare. It ended up being over a year because they received an extension. They helped three (3) providers that have been in existence for many years, who were going to close down. They are still in business and doing well.

A. Duncan Cooley stated that they were approached by the NH Charitable Foundation and the COUCH Foundation out of Hypertherm. They wanted GRDC to lead an initiative in the New Hampshire side of the Upper Valley and look at childcare facilities to see if they are in need of upgrades. Do they need help with the real-estate side of things or talking about the pipeline for childcare workers, and how do they increase the number of workers? She explained that the lack of workers for these facilities is a restraint on filling the existing childcare centers, who may be able to take in more kids but are restricted due to staffing. They will also be gathering data and working with employers about what might work to try and support this system. They have looked at a number of sites and are encouraged that they may be able to put something together with that grant.

Business Incubators – M. Beaudin stated that the Enterprise Center is steady. Their new facilities Coordinator is coming up on six (6) months and is doing really well. They are still looking for an anchor tenant.

A. Duncan Cooley reported on the Dartmouth Regional Technology Center and stated that they have seen demand for larger groups. They are looking at creating a larger space there for

community groups and making DRTC more of a hub for community events. This would also allow them to hold more seminars for businesses.

Agenda Items:

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the October 14th and October 15th meetings. Commissioner Piper had a couple of small grammatical edits to the October 14th minutes.

MOTION: Commissioner Hedberg moved to approve the minutes from October 14th as amended. Commissioner Piper seconded the motion, and all were in favor.

MOTION: Commissioner Hedberg moved to accept the minutes from the October 15th meeting as written. Commissioner Piper seconded the motion. Commissioner Hedberg and Commissioner McLeod were in favor, and Commissioner Piper abstained. With the vote being two (2) in favor and one (1) abstention, the motion passes.

2. The Commissioners signed check registers 1044, 1048, and 1051.

3. September Financial Reports – CA Libby stated from a cash standpoint, as of today, the County has drawn down \$3 million from the Tax Anticipation Note. This week will be a big draw, and she anticipates the outgoing payments will be in excess of \$3 million. They have not drawn any money in October as of yet.

Monthly Department Variance Report – CA Libby stated that not a lot has changed since last month. The Nursing Home is still maintaining its census around what was budgeted. A lot of departments are showing negative variances by small amounts, and some of that is timing. CA Libby noted nothing of concern at this time.

Expenses – CA Libby reported that many departments are showing negative variances, primarily due to the 3rd payroll in August. It takes several months to work those numbers out, and there is nothing concerning at this point. CA Libby stated that there are several accounts over-expended at this time, but a couple will be resolved in October.

4. Updated Available Funding – CA Libby reviewed the attached spreadsheets.

5. WC/Property Liability Rates – FY 2027 – CA Libby stated that Workers Comp Rates are increasing 16.25% or \$40,669.00. Property Liability rates are increasing 37.1% or \$82,574.00. CA Libby reported on the health insurance rates for FY27 as well. She explained that the County offers two (2) plans. There are fifty-seven (57) employees on the higher cost plan and 194 on the lower cost plan. The higher cost plan is increasing by 16% and the lower cost plan is increasing by 26%. Based on their current figures, this would be a little over \$1 million increase in next year's budget. CA Libby stated that she and HR Director Clough have a meeting with NEBCO, who is a third-party vendor, to discuss their benefits and look at their options. The insurance market is very small in New Hampshire, and they are limited to what they can do, but they are looking at all options to see how they can minimize the impact of these increases. They are approaching budget season, but having these rates early gives them time to research all options.

6. CA Libby noted that next week's meeting will be held at the Department of Corrections.

7. NHAC Conference – CA Libby stated that several Grafton County employees will be receiving awards. She noted that Grafton County is going to be the host County for the 2026 conference, and at the end of each year, there is a passing of the torch. They have asked who would like to speak at the banquet to accept the torch. Commissioner McLeod and County Administrator Libby will speak about that and decide.

8. Lebanon Presentation – Courthouse – CA Libby stated that she thinks last week’s revision was very good. She stated that she had a conversation with someone from Littleton and discussed the efficiencies of having the courts located here. She discussed including that information in the PowerPoint as well. The Commissioners further discussed the PowerPoint

Commissioners’ Issues:

1. Commissioner Piper read the attached letter from Plymouth State University thanking Sheriff Myers for speaking to their Police and Society as well as their Criminal Justice in Action classes.

Public Comment:

1. Rep. Bjelobrck stated with regard to a courthouse presentation, Haverhill is the County seat, and she has received many calls. Constituents would like to know when the meeting is going to be in Haverhill. Many of them were unable to attend the others. Commissioner McLeod explained that the public hearing for a bond vote would be held in Haverhill. The last informational meeting is in Lebanon tonight. She stated that they have not planned the public hearing for Haverhill at this time. CA Libby explained that the public hearing will be held in Haverhill and that, statutorily cannot be more than fourteen (14) days before a bond vote. Until that date is set, they cannot set a public hearing date.

2. N. De Mayo stated regarding the argument with the Sheriff, Commissioner McLeod blacked out the meetings for seventeen (17) weeks. If she wants to talk about accountability to the taxpayers, that is hypocrisy, as she blacked out meetings for 1/3 of the fiscal year. N. De Mayo then stated that he would encourage Department Heads and Commissioners to take a public speaking class because when they go on YouTube, they are going to make Grafton County look foolish if they do not speak clearly and enunciate their words. N. De Mayo stated that when they had the Commissioners held the Littleton Informational Meeting for the courthouse, they had approximately 100 people there. The reporter said 50, and he stated that was wrong. 99% of those in attendance were against the new courthouse. He stated that he will be writing a letter to the editor entitled “We are not Vegas baby”. He stated that the only place they tear down buildings and rebuild them entirely is Las Vegas.

Non-Public Session per RSA 91-A:3, II (c)

MOTION: * 11:07 AM Commissioner Piper 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 Hedberg seconded the motion. This motion requires a roll call vote. Commissioner McLeod called

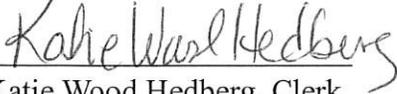
the roll. Commissioner Piper said, "Yes." Commissioner Hedberg said, "Yes."
Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the
board voted "yes" and would now go into non-public session.

* 11:13 AM Commissioner McLeod declared the meeting back in public session.

Students from the French Pond School visited with the Commissioners and asked questions
about County Government.

11:30 AM With no further business, the meeting adjourned.

Respectfully Submitted,


Katie Wood Hedberg, Clerk

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Sep 16 – Oct 20, 2025

Energy Efficiency and Conservation Block Grants

Alternative Sentencing Building Domestic Hot Water (DHW) Tank – Although we have a new energy efficient DHW tank on hand, installing it is on hold due to other competing priorities. Once installed the energy saving will pay for the materials within 2.75 years.

Alternative Sentencing Building Windows – Beckett Glass received a partial window order from the manufacturer for our project and is awaiting the remainder of the order before scheduling the job.

ARPA Project(s)

Maintenance Storage Area (ARPA Project) – Over the last month we framed a roof over the CONEX and eastside concrete pad. Our goal is to finish this project by early December.

Complex

Fire Alarm Primary Testing – Alarmco and my staff completed the annual testing of each building's fire alarm system in addition to testing the DOC's smoke control systems. All were deficiency free.

Clean Chemical Suppression System Testing – Fire Equipment Inc. completed our 6-month inspection and test of the DOC's three clean chemical fire suppression system, which protect the main electronic security room and two main electrical rooms. All were deficiency free.

Kitchen Hood Fire Suppression System Testing – VT Fire Extinguisher completed the 6-month testing of the DOC and nursing home kitchen hood fire suppression systems. All were deficiency free.

Generator & Automatic Transfer Switch (ATS) Testing – Powers Generator is on site this week and early next week to perform an annual major service & testing of all generators and ATS's. They will be doing the annual load bank test of the DOC generator next week.

Laundry Ozone System Rebuilds – Daniels Equipment Company completed the annual rebuild of all ozone generators supporting the DOC and nursing home laundries.

COURTHOUSE

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

Plumbing - The domestic hot water tank did not have a mixing valve per plumbing code. Since our last meeting we ordered & received the needed parts and installed them.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Sep 16 – Oct 20, 2025

NURSING HOME

Preventative Maintenance (PM) – Department employees performed various PM tasks throughout.

Lighting – As light ballasts failed we upgraded several inside lights from fluorescents to energy efficient LEDs.

Windows – My staff replaced 36 fogged windows throughout the building.

Beds – Craig ordered 25 new beds along with specialized handrails. We assembled many that he received and moved them where needed. Several beds are still in the basement awaiting backordered handrails.

Guardrail – CWS Fence installed guardrail across the front of the 03 building to protect the building from future vehicle impacts.

Rear Landscape Project – We had two companies perform site visits as they consider bidding this project. Bids are due on October 27th and on October 28th we will review whatever proposals we receive.

Loading Dock & Exterior Stairwell Ceilings – The outdoor sheetrock ceiling at the loading dock was damaged by a roof leak. We repaired the roof and replaced the damaged sheetrock. The exterior stairwell ceiling had been damaged when pressure washing the siding in years past. We repaired that ceiling as well and primed & painted both ceilings.

Evacuation Sleds – My staff installed several new resident evacuation sleds throughout, predominantly in the stairwells.

ADMINISTRATIVE BUILDING

Preventative Maintenance (PM) – Department employees performed various PM tasks throughout.

Lighting – As light ballasts failed we upgraded several inside lights from fluorescents to energy efficient LEDs.

Windows – My staff replaced 38 fogged windows throughout the building.

Administration Building Entrances – Many of the entrance doors, door frames and handrails were rusting and the trim around the doors was in various stages of degradation. Also, some of the steps had concrete decay and rust bleeding through.

- Employee Entrance: My staff fixed the trim, sandblasted and painted the handrails and painted the deck and steps. *We completed this job by painting the door and frame.*

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Sep 16 – Oct 20, 2025

- UNH Extension Entrance: My staff replaced the door and frame and repaired the concrete step areas showing concrete decay and bleeding rust. *We completed this job by painting the door and frame.*
- Commissioner's Porch Fire Escape Exit Door: This door has a lot of rot around window pane areas and is not worth restoring. We installed a temporary weather door, and I am in the process of procuring a replacement metal door. *Yesterday we received a new door minus the glass kit. Once that is received we will install it.*
- Maintenance Shop Door: We replaced the door, lockset, frame, threshold and door trim. *We completed this job by painting the door and frame.*
- ADA Entrance Door: This door and frame are heavily rusted. *Yesterday we received a new door and frame. Over the next week or so we will install and paint it.*
- Basement level Entry Door by Restrooms: This door and frame are heavily rusted. *Yesterday we received a new door and frame. Over the next week or so we will install and paint it.*
- South Entrance Door: We replaced and painted the door trim. We also sandblasted and painted the handrails. *We completed this job by painting the door and frame.*

Dept. of Corrections (DOC)

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

HVAC Issues

- Heat pump WHP-B2: A high-pressure switch on Circuit B experienced age-related degradation of plastic components that caused its failure. We replaced it with a spare switch from stock. We then inspected all other heat pumps and discovered several more switches that looked in similar condition.
- Heat pump WHP-C1: Circuit A had a bad pressure switch reset. We replaced the switch with a spare switch from stock. Circuit B high pressure switch reset bad...ordered new one.
- Heat pump WHP-G1: Circuits A & B high pressure switches resets are bad...ordered new ones.
- Heat pump WHP-H1: Circuits A & B high pressure switches resets are bad...replaced both switches.
- Heat pump WHP-H2: Circuit A pressure switch resets is bad...replaced switch.
- Heat Pump WHP-H2: Had 100% demand but not running...stuck in fault. We replaced motor saver phase monitor relay.
- Heat Pump H5: Would not cool. We replaced a glycol supply line actuator to correct the problem.

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Sep 16 – Oct 20, 2025

- Heat pump H8: Had its temperature sensor fail. We replaced the duct temp sensor.
- Air handler ERU-A1: Had supply fan motor and pillow block bearings that were failing. We replaced all of the bad bearings.

Security Glass – Someone broke one of the security glazing's in cell A09. I ordered a replacement and because it is a customized order it will take 4-6 weeks to get replacement security glazing. This cell will remain out of use until the glazing gets replaced.

Laundry – The 50-pound capacity dryer circuit board intermittently worked. Staff had to continually cycle dryer power to reset it. Due to obsolescence of the part I could not buy a replacement. Daniels Equipment Company delivered a new dryer and my staff installed it, to include all electrical and gas work.

MAINT/FARM BUILDING

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

Farm

Dairy Barn – The milk system pipeline washer diversion valve failed. We replaced a coil to correct the problem.

BIOMASS PLANT

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

Boiler – Yesterday we shut down the biomass plant for fall cleaning of the boiler and multicyclone. I anticipate we will have it back on line by the end of the week, barring any issues.

ALTERNATIVE SENTENCING BUILDING

Preventative Maintenance (PM) – Department employees performed various PM tasks throughout.

Kitchen – The A.S. Building staff received a new refrigerator to replace a smaller college size refrigerator that was too small. Nicole requested my staff remove a section of counter to accommodate the new larger refrigerator, so we did that for her.

OTHER

In many of the courthouse informational meetings held this month I've heard the questions asked, "why doesn't the county have a capital reserve account for large capital expenses? How could the county let the courthouse mechanicals get so old before considering their replacement?" With these questions in mind, I

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Sep 16 – Oct 20, 2025

want you to be aware of looming capital expenses we are facing in other buildings in the next few years and it would behoove the county to establish a capital reserve account to accommodate these looming costs.

In January 2021 a company called Resilience Planning & Design of Plymouth, NH completed an Existing Conditions Inventory of the county complex. That report details improvements we made to our buildings over the years but also highlights future capital projects needed to keep the buildings operational. If you haven't read it, I recommend you do. It is located on the S-drive at the following link:
S:\Maintenance\Longe Term Planning

In addition to the known courthouse issues, I want you to be aware of some of the larger costs we are facing in the next few budget years:

Nursing Home Roof: The existing asphalt shingled roof is 23-years old. Asphalt shingles last between 20-30 years depending on the quality of shingles. Ours should be replaced in 5-years or less. I would like to replace the asphalt shingles with standing metal seam roofing. However, the standing seam can sometimes be twice the cost. Choosing between a standing seam metal roof and architectural shingles involves considering both initial costs and long-term value. Metal roofs offer durability and lower maintenance, while shingles are more budget-friendly initially but may incur higher costs over time due to their shorter lifespan. This work dovetails with the pending work below.

HVAC-R (Admin. Building, Nursing Home, Alternative Sentencing and Farm) – All of these buildings have HVAC-R systems that are approaching end of life or have exceeded it according to ASHRAE, the industry organization that sets standards and guidelines for most all HVAC-R equipment (See attachment). Most of our systems use R22 refrigerant, which was banned from being manufactured in the U.S. in January 2020. As supplies have depleted costs have gone exponentially through the roof.

We should consider replacing the following systems within the next 5-years or less.

- Admin. Building: All air handlers, most air conditioning and chiller systems
- Nursing Home: All air handlers, most air conditioning and kitchen refrigeration units
- Alternative Sentencing: All air conditioning systems
- Farm: All milk cooling condensing systems

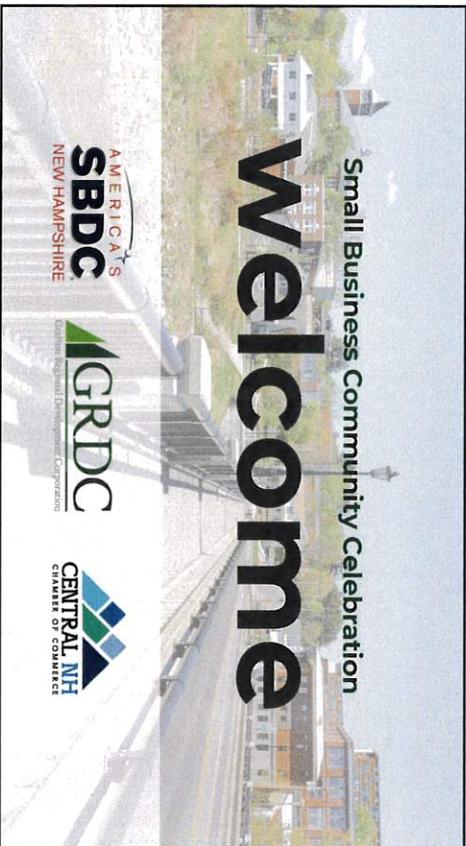
To remove and replace air handlers' sections of roof may need to be removed to crane out old systems and crane in new.

Because of the magnitude of this work, we should consider having an engineering firm draft a detailed scope of work for each location; provide specifications for all replacement equipment and provide a budget estimate for the subject work, to include an escalation factor for every year it is deferred. I suggest we budget the engineering step in the FY27 budget.

ASHRAE Equipment Life Expectancy chart

ASHRAE is the industry organization that sets the standards and guidelines for most all HVAC-R equipment.
For additional info about ASHRAE the website is www.ashrae.org.

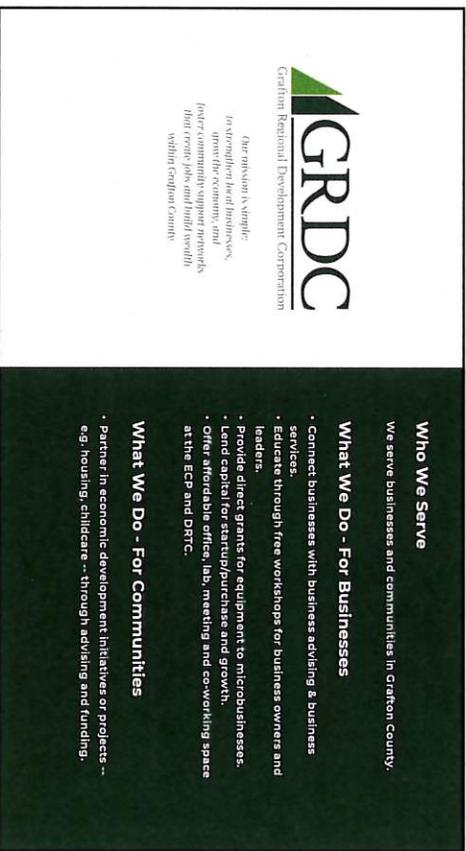
Equipment Item	Median Years	Equipment Item	Median Years	Equipment Item	Median Years
Air conditioners		Air terminals		Air-cooled condensers	20
Window unit	10	Diffusers, grilles, and registers	27	Evaporative condensers	20
Residential single or Split Package	15	Induction and fan coil units	20	Insulation	
Commercial through-the wall	15	VAV and double-duct boxes	20	Molded Blanket	20
Water-cooled package	15	Air washers	17		24
Heat Pumps		Ductwork	30	Pumps	
Residential air-to-air	15	Dampers	20	Base-mounted	20
Commercial air-to-air	15	Fans		Pipe-mounted	10
Commercial water-to-air	19	Centrifugal	25	Sump and well	10
Roof-top air conditioners		Axial	20	Condensate 15	
Single-zone	15	Propeller	15	Reciprocating engines	20
Multi-zone	15	Ventilating roof-mounted	20	Steam turbines	30
Boilers, hot water (steam)		Coils		Electric motors	18
Steel water-tube	24 (30)	DX, water, or steam	20	Motor starters	17
Steel fire-tube	25 (25)	Electric	15	Electric transformers	30
Cast iron	35 (30)	Heat Exchangers		Controls	
Electric	15	Shell-and-tube	24	Pneumatic	20
Burners	21	Reciprocating compressors	20	Electric	16
Furnaces		Packaged chillers		Electronic	15
Gas- or oil-fired	18	Reciprocating	20	Valve actuators	
Unit heaters		Centrifugal	23	Hydraulic	15
Gas or electric	13	Absorption	23	Pneumatic	20
Hot water or steam	20	Cooling towers		Self-contained	10
Radiant Heaters		Galvanized metal	20		
Electric	10	Wood	20		
Hot water or steam	25	Ceramic	34		



2



4



3



5



17
Tenants
100+ occupancy

Wet Labs & Custom Production Space

600+ Jobs
Created or retained since 2015-2018

\$156 billion
In grants & private investment in tenant companies



New Tenants
terragia insmed




10







Child Care Initiatives

Business Advising & Grants for Family Care Providers

"I can't thank you enough for helping me to focus on myself and steering my business in the right direction. I never would have applied for any of these grants or special opportunities had it not been for your help and encouragement."

Family Care Provider - CRDC Client

12

ENTERPRISE CENTER at PLYMOUTH

20
Tenants

34
Coworkers

2
Conf Rms

For start-ups who eventually move on to bigger space in the area, for entrepreneurs who need or want an office environment & networking for business or nonprofits who need meeting space with modern AV and video conferencing





11

Child Care Initiatives

Upper Valley Child Care Solutions Partnership
Convened and led by CRDC
Funded by New Hampshire Charitable Foundation



REAL ESTATE & FACILITY DEVELOPMENT
with towns & cities



WORKFORCE DEVELOPMENT
with colleges & provider networks



SOLUTIONS FUND
with employers

13



Housing Initiatives
Supporting Solutions for Every Community

Current Focus:
Accessory Dwelling Units (ADUs)

- ADUs could be part of the solution for rural communities.
- Legislation has made it easier for homeowners to build ADUs.
- Financing is a potential barrier for many.
- Listening and learning from local residential bankers, particularly those who have launched ADU financing programs.
- Considering creation of a revolving loan fund in partnership with banks for loans to homeowners to build or renovate an ADU.

14

Thank you to our referring banks & agencies!



16

Thank you to our program partners & funders!



15

Thank you to our volunteers!

BOARD OF DIRECTORS

Jim Alden, Chair
Harrison Kanzler, Vice-Chair
Kim Robinson, Treasurer
Sara Rubury, Secretary
Tim Corwin
Matt Giffin
Patricia Monahan

LOAN COMMITTEE

Patricia Monahan, Chair
Jason Achmoody
Jim Alden
Adam Pippin
Sara Simes

17

Grafton County Funding

9/30/2025

Program	Balance Received	Funds Obligated	Funds Spent	Balance Available
LATCF	\$ 577,330.50	\$ 87,883.91	\$ 61,716.09	\$ 427,730.50
Interest Earned - ARPA	\$ 752,850.86	\$ 230,380.40	\$ 252,907.67	\$ 269,562.79
Opioid Abatement Funds	\$ 1,105,613.29	\$ 484,664.95	\$ 278,517.49	\$ 342,430.85



October 5, 2025

Sheriff Jill Myers

3785 Dartmouth College Hwy
North Haverhill, N.H. 03774

Dear Sheriff Myers,

Thank you, Sheriff, for speaking to our Police and Society as well as our Criminal Justice in Action classes. You and Captain Hamilton's insights into the complexities of law enforcement and your dedication to serving the community were inspiring for our students. The practical knowledge and real-world experiences you shared will be invaluable as they consider their future paths, both within the field of criminal justice and as citizens.

I wanted to pass along some of the key points that particularly resonated with them:

- The importance of an ethical lifestyle.
- A deeper understanding of policing in New Hampshire and the community safety services required.
- The significance of balancing a career with a personal life.
- The role of higher education and internships in career development.

We are truly grateful for the time and perspective you shared with our class.

Sincerely,

Dr. David "Lou" Ferland, Chief of Police (Ret.)
Plymouth State University, Department of Criminal Justice

cc. Captain Hamilton, County Commissioners McLeod, Piper, Hedberg.

