

## GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Tuesday September 28, 2010

PRESENT: Commissioners Michael Cryans, Ray Burton and Martha Richards, Executive Director Clough and Secretary Martino

OTHERS PRESENT: H. Brown (briefly) and J. Chamberlain

Commissioner Cryans opened the meeting at 9:03 AM

Farm Manager Kimball arrived with his report saying that he was milking 71 cows, shipping 9000#'s of milk for an average of 64#'s. Price of milk is \$18.70 and expected to remain there for a while.

All the corn has been chopped and was done by Howard Hatch. The Farm is starting on its fall chores and potatoes are still being dug. The cows are having their feet trimmed today.

October 5<sup>th</sup> has been scheduled as Pumpkin Day with a rain date of October 7<sup>th</sup>.

There has been eight litters of piglets with two more coming. There are approximately 60 piglets at present.

The chickens are laying 80 -85 eggs a day which are selling at \$2 a dozen and sell out daily. Commissioner Richards asked where they will be selling the eggs in the winter and FM Kimball said he'll probably sell them by honor system out back as he has two refrigerators.

9:09 Commissioner Burton arrived.

The Commissioners signed the check registers.

The Commissioners signed the paperwork for the TANs

Commissioner Richards moved to approve the minutes from September 21, 2010 which was seconded by Commissioner Burton. All were in favor.

Human Resource Director Mike Simpson arrived along with Superintendent Libby who brought his report \*(see attached).

A grant has been submitted to the Dept. of Education and if approved, Supt. Libby would like to fund the Educational position that was already approved in the budget. He said that it may take about six weeks to complete the process.

Commissioner Burton said that he thought that having Virginia Barry (Commissioner of Education) here at a GED graduation most likely helped the cause.

There will be a GED graduation at the Jail tomorrow morning at 10:00 AM

Commissioner Cryans said that he has seen ads on television encouraging people to get their GED adding that there is more national inspiration to try to achieve.

Supt. Libby said that he is having a difficult time finding an LPN to work in Corrections. He requested that the Commissioners allow him to upgrade the LPN position to RN and said that he has money in the budget for the upgrade. Supt. Libby said that they both perform the same duties.

HRD Simpson said that the position has been open now since the 24<sup>th</sup> of August and they haven't been able to fill it. He said that he supports the change and believes that the trend was moving away from LPN's to RN's. There was a discussion which included salaries. LPN salary range is \$18.10 - \$24.32 and an RN's is \$22.50 - \$30.66, depending upon the experience level.

Supt. Libby said that they are short staffed right now because of not being able to fill this position and it's leading to a lot of overtime hours and burnout for those who are working a lot.

The Commissioners all agreed that he needed to fill the position and approved the upgrade from LPN to RN.

Supt. Libby said that the Transition Team is up and running full staff now with three people taking care of business. NIC will be here October 11-14 and will be in full fledge transition mode.

On the morning of October 11<sup>th</sup>, there will be an overview of the transition process at the Community Corrections Bldg. and Supt. Libby invited the Commissioners to attend. Commissioner Richards said she would like to have a visit from the Transition Team some time in November to hear directly how things are going.

Commissioner Burton asked if payments were current with all vendors on the Jail project and Director Clough said that all bills presented have been paid up to date.

Supt. Oakes arrived.

Commissioner Burton then asked if there were any outside agencies overseeing the project and Supt. Oakes said that there are plumbing and electrical inspectors during the times when those things are being worked on but other than that there is not anyone in particular there.

Commissioner Burton then asked about reporting and Supt. Oakes said that he hasn't seen anything other than from SW Cole on the soil.

Commissioner Burton asked if there were any reported injuries and Supt. Libby said none to note.

Commissioner Burton asked if there were any environmental issues and the reply was no. Commissioner Burton asked if there were any law enforcement agencies looking for employees and Supt. Libby said not that he is aware of.

Commissioner Burton said that he is satisfied that everything is going well and he hasn't heard any rumblings from outside sources.

Supt. Oakes presented his report. \*(see attached)

Commissioner Burton signed the NH EECBG grant certificate of authority as Clerk of the Board.

Supt. Oakes asked the Board to waive bid on the Courthouse Asbestos Abatement job and to accept the proposal from the Scott Lawson Group, who has done most if not all the asbestos removal at the County so far and Supt. Oakes has been very pleased with their work. The area to be abated is the connector between the new Jail and the Courthouse. SLG has quoted the job at \$10,550 which is included in the Jail project budget.

Commissioner Richards moved to waive bid on the Courthouse Asbestos Abatement job and to award the job to the Scott Lawson Group for the amount of \$10,550. which was seconded by Commissioner Burton. All were in favor.

Supt. Oakes said that he will be bringing the cost of the drainage project to the Commissioners next week for a decision.

\*10:15 AM - Commissioner Richards moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a). Commissioner Burton seconded the motion. This motion requires a roll call vote, Commissioner Cryans called the roll. Commissioner Richards "yes"; Commissioner Burton "yes" Commissioner Cryans "yes"; Commissioner Cryans stated that a majority of the board voted yes and we will now go into non-public session.

\*11:18 AM– Commissioner Cryans declared the meeting back in public session and to seal the minutes of that session. The Commissioners then moved on to the next item of business

Commissioner Richards moved to disagree with the recommendation from NHA Bolander for employee termination, thus denying it, which was seconded by Commissioner Burton. All were in favor.

Register of Deeds Bill Sharp along with Deputy Register Beth Wyman entered the meeting.

Candidate for Register of Deeds, Kelley Monahan arrived to discuss an agreement that Register of Deeds Sharp had entered into with UNH for a pilot program in a Geographical Information System. She said that she felt she should be brought up to speed regarding this issue along with the other Deeds candidate as well as the towns involved. She suggested that there was going to be some kind of informational seminar that would take place on the 25<sup>th</sup> of October and felt that she should attend.

Commissioner Cryans asked RD Sharp if this was something that was taking place at the County Convention and he replied that it was. He said it was something UNH was going to present.

Commissioner Burton said that as a private citizen Ms. Monahan would likely have to pay to go to the Convention and do that through NHACo Executive Director Betsy Miller. Commissioner Cryans said that it would be best if she were to contact Miller as he has never heard of anyone from the private sector attending the meeting unless they were a vendor. He also stated that each elected official holds their office until the 2<sup>nd</sup> of November when the voting takes place. That person remains until the end of December and the new officer gets sworn in, which is in January. He thought it important to review the procedure with K. Monahan.

Commissioner Burton discussed various times that candidates running for office have done so on County property and have found themselves reprimanded for it.

K. Monahan said she just thought she should know what was going on.

RD Sharp then passed out some paperwork regarding revenue, up to date foreclosure information, the press release information regarding the GIS pilot program and a letter he had written to K. Monahan which asked her to cease and desist her pursuance of information from the Deeds staff.

He discussed the fact that he found it uncomfortable that K. Monahan has come to Commissioners and has spoken to his staff before ever coming to him and didn't think that was right to do.

Commissioner Richards asked if the cease and desist from RD Sharp was appropriate. There was a discussion about whether or not it was proper for Ms. Monahan to go into the Deeds office and discuss information with the staff.

Director Clough said that she had spoken to Ms. Monahan the night before and discussed the fact that she did not feel that it was appropriate for her to be speaking with the staff. Director Clough said there are two people running for that office and until that race is decided then the politics should be kept out of there.

An invoice was received from Cindy Swart for attending the Incentive Fund meeting. Ms. Swart was asked to attend in place of Commissioner Richards. Commissioners Burton and Cryans both had surrogates in their place as well. Ms. Swart presented a bill to the Commissioners for her time spent and Director Clough asked the Commissioners if it was their intention to pay for that service given that no one else was paid to come in. Commissioner Richards said she thought it was a voluntary action. C. Swart had represented the County in the past when the incentive funds were held at a County level and was paid for doing so. Now incentive funds are held at a state level. Commissioner Cryans said that since there has been a history in the past of paying her, and that was not made clear when she was asked to do this, then the County should pay her for the service.

The invoice in the amount of \$750 from NACO dues arrived along with an informational on all the services that they provide to the County. Commissioner Burton thought that was a good investment for the money.

As Environmental Office for the Broad Band project, Commissioner Cryans signed off on the next portion of the grant.

Commissioner Cryans initialed some paperwork for the AHEAD CDBG grant.

The 2011 Tax Information from the Department of Revenue was received. Director Clough presented the Commissioners with a breakdown of the different towns by comparison. Tax bills will be sent out the end of October to the municipalities.

Commissioner Cryans signed the addendum for the GMP costs from HP Cummings.

The Commissioners will hold their October 19<sup>th</sup> meeting in the town of Holderness at the PSU Welcome Center and Ice Arena.

There will be no Commissioner meeting on the 26<sup>th</sup> of October due to the County Convention, or the 2<sup>nd</sup> of November as it is Election Day.

The November 9<sup>th</sup> meeting will be held on the road, tentatively in Orford.

Human Resource Director Mike Simpson arrived and began first by going over the changes to the Union contract saying that negotiations were basically complete. One major contentious point was the Union's desire to have an Agency Shop (article 5). The County and the Union finally came to an agreement on this issue wherein there will be a collective bargaining service fee (50% of union dues) for any new hires after the CBA is signed. All current employees would be grandfathered in.

Other changes were gone over with the Commissioners, including the removal of the perfect attendance bonus. Commissioner Cryans asked why that was taken out and HRD Simpson said that he personally doesn't care for it and Director Clough said that there have been problems with a variety of interpretations for what qualified.

Commissioner Burton asked if HRD Simpson was comfortable with the changes that were made and he replied that he was less comfortable with article 5 but other than that he was fine with them.

Commissioner Richards moved to accept the summary of changes in the 2010 Collective Bargaining Agreement which was seconded by Commissioner Burton. All were in favor.

HRD Simpson then proceeded to discuss the proposed changes to the retiree health insurance which has come about because of Harvard Pilgrim dropping a plan.

HRD Simpson said that he feels there needs to be another alternative to the First Seniority Plan which is going away.

Both he and Director Clough outlined the different choices and the consequence that would have on the budget.

There is a substantial increase in the rates in changing from First Seniority Freedom to any other plan. The two (2) options will be the current Medicare Enhanced Plan that is offered at \$411.55/month and a Medicare Enhanced with a \$500 deductible at \$359/month. The policies state that the County will pay for 100% cost for a single plan for retirees who qualify. Both HRD Simpson and Director Clough, feel that the County should pick up the costs for the Medicare Enhanced Plan until July, 2011. This will be done until July of 2011 only, when the retirees will have to pay some contribution to stay on the Medicare Enhanced with no deductible. The cost to the County would be \$45K which is not budgeted.

Commissioner Burton asked what the other Counties are doing and Director Clough said that other Counties don't pay 100% for their retirees.

There was further discussion about which would be the best way to go. An alternate decision would charge retirees the difference between the two plans at a cost of \$27K to the County. Neither HRD Simpson nor Director Clough felt that was fair to the retirees.

HRD Simpson said that informational letters have been sent out to the retirees letting them know that there needs to be a change but no specifics about plans were given. Information sessions are set up to go once the decision is made by the Commissioners.

Commissioner Cryans asked where the money would come from and Director Clough said that hopefully there will be money available to appropriate at the end of the year.

Commissioner Burton moved to approve the retiree insurance plan wherein the County will pay for the change to the alternate plan until July 1, 2011 which would amount to an expense of \$45K over budget which was seconded by Commissioner Richards.

#### DISCUSSION:

There was further discussion and Commissioner Cryans said he was inclined to agree with the proposed change and cost to the County but stated that he wanted it made very clear to the retirees that this change is tenuous at best and that it was brought upon the County by the changes at Harvard Pilgrim and not by the County.

Commissioner Richards wasn't in favor of the \$45K expense to the County.

When the vote came down, Commissioners Cryans and Burton were in favor and Commissioner Richards was opposed.

Commissioner Burton said that he was asked to be a part of a group who will welcome a veteran who is running across country to memorialize Iraq War casualties.

Commissioner Burton went on a forest and land tour, stopping at the Bedell State Park, officials took measurements of the largest common Hackberry Tree in Grafton County which has an 80" circumference and is 85' high. County Forester David Falkenham, and State Forester, Director of Forests and Lands Brad Simpkins were in attendance as well. There is a picture on the County website which shows the tree.

Commissioner Cryans spoke at the Lebanon Rotary about the Jail. He said that there was a question from someone from Sullivan County who asked why Grafton didn't do the same thing they did and just have a substance abuse area. Commissioner Cryans said that he informed them of the need for a whole new building given the age and condition of the current structure.

J. Chamberlain said that he was planning to get some information about the job of Treasurer and now questions whether or not that is appropriate given the conversation with the Register of Deeds. Director Clough said that she would sit down with him herself as she has done that before and it wouldn't be a problem.

12:45 PM Being no further business the meeting was adjourned.

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Raymond S. Burton, Clerk

**September 28, 2010**

**Commissioners Report**

<b>1. Population:</b>	<b>In-house: 100</b>	<b>Maximum:</b>	<b>24</b>
		<b>Medium</b>	<b>31</b>
		<b>Minimum north:</b>	<b>09</b>
		<b>Minimum south:</b>	<b>06</b>
		<b>WHOC:</b>	<b>12</b>
		<b>Max/Handicap:</b>	<b>02</b>
		<b>Lockblock/Seg:</b>	<b>16</b>

**Weekenders: 0                      Out of facility: 40**

**2. Community Corrections Report**

- a) Drug Court – supervising (20)**
- b) Electronic Monitoring – supervising (7)**
- c) Daily Work Release – supervising (0)**
- d) Community Work Program – Whole Village - Plymouth**

**3. General:**

- a) Department of Education Grant – update**
- b) Nursing positions – upgrade request**
- c) Jail Project – update on Transition Team**

**4. Reminders:**

- a) GED graduation Wednesday September 29, 2010 @ 10am**
- b) NIC Transition Training October 11<sup>th</sup> – 14<sup>th</sup>.**

# MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Aug 24 – Sep 27, 2010

## COMPLEX

**3<sup>rd</sup> Party Water Consultant** – Steve LaFrance from Horizons Engineering, Inc. is wrapping up his study of the county's water system and should have a final report ready by Oct 1<sup>st</sup>. I would like to schedule him to meet the Board of Commissioners on Oct 4<sup>th</sup> to present his findings.

**Water Samples** – On August 24<sup>th</sup> we took a 3<sup>rd</sup> bacteria sample at the tank to determine if the presence of Total Coliform following chlorination of the tank water. Sample results came back negative, thus allowing us to reconnect with WW&L's system. Since then we have been having WW&L routinely exercise a gate valve that has forced draw down of our tank to prevent reoccurrence of this issue

**Sprinkler System Inspections** – Tri-State Fire Protection completed quarterly inspections at the nursing Home, Administration Building, Jail and Maintenance/Farm Building on Sep 8<sup>th</sup>. All passed inspection.

**Fire Alarm Inspections** – Tri-State Fire Protection completed an annual primary inspection of all our building fire alarms. They discovered a number of devices that failed to operate in various buildings. While working with the Tri-State inspectors, my staff noticed Tri-State's heat detector test equipment had a battery low light that was cause for many of the devices cited. Subsequent testing of the failed devices by my staff proved most of them worked, thus were written up erroneously. The devices that failed the subsequent test by my staff are listed below by building.

**Fire Hydrants, Bollards and Propane Tank Covers** – Most of these items throughout the complex had become scrapped and corroded. Sanded, primed and painted all of them

**Master Garden Area** – The Master Gardeners will be at the complex Oct 9<sup>th</sup> to freshen up the raised beds before winter sets in

## COURTHOUSE

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

**New Furniture** – Both the Superior and Probate Courts have received their new courtroom chairs that were budgeted through capital outlay

**Superior Court Office** – Carpet on floor is worn and rumped...Valley Floors replaced

**Fire Alarm** – One fixed heat detector in back shop works, but it is outdated and must be replaced IAW NFPA 72

## NURSING HOME

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

**Annual Health & Human Services Survey (H&HS)**– The inspector found two fire extinguishers that were unserviceable, two delayed egress doors that didn't work and one painted sprinkler head that needed replacement per NFPA 13. He also discovered a self-closing door to the beauty shop was propped with a door wedge and that non hospital-grade surge protectors were being used throughout the nursing home. Based on H&HS's formal report, they cited us for the delayed egress doors, beauty shop door prop and surge protectors. Between my staff and contractors, we corrected everything but the surge protectors. Eileen Bolander was going to seek a waiver on them.

## MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Upon looking into how my staff could have missed the things written up, I discovered that one of my staff had completed an in-house monthly inspection just 2-days before H&HS inspection and his documentation showed everything was fine. Further investigation revealed that he had missed a few other things in other buildings as well. Based on my findings, I took disciplinary action against the person who signed off the in-house inspection.

**Fire Alarm** – The duct smoke detectors for HVAC 1 and HRU 2 did not work or did not work fast enough. Royal Electric troubleshot the two devices and found them bad. I requested that they order and install replacements. Fire curtain between employee dining room and dishwashing area would not close all the way when fire alarm was tested. It stopped short 9"...adjusted door tension to correct problem

**Domestic Hot Water** – Water temperatures in the 69 Building is varying too much...found bad thermostatic group in mixing valve...ordered part...has 2-3 week lead time

**Exterior Doors & Trim** – Completed sanding, scrapping and painting all exterior doors and trim

**Windows** – Found numerous fogged windows throughout...replaced them with warranty replacement sashes

**Electric Beds** – Three beds failed for bad actuators and one for a bad I/O controller...replaced all bad parts

**Convection Oven** - Oven will not work...bad dual solenoid valve regulator...replaced bad part

**Resident Bathrooms** - Vinyl floor lifting at edges of bathroom doors throughout many bathrooms on Granite... Cleaned floor, re-glued and weighted to maximize adhesion

**Building Management Computer System (Tracer Summit)** – System operation sluggish despite RAMM upgrade. IT replaced PC and Trane technician loaded newer version of Tracer Summit software

### ADMINISTRATIVE BUILDING (1930)

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

**North Entrance** – Completed scrapping and painting overhang, columns, entrance door, railings and steps

**South Entrance** – Steps were cracked and crumbling. Poured new steps and reinstalled columns. We still need to sandblast, paint and reinstall handrails. We currently are scrapping and painting the entrance overhang and columns

**Building Management Computer System (Tracer Summit)** – PC workstation hard-drive crashed. IT replaced PC and Trane technician loaded newer version of Tracer Summit software and Rover programming software

**Building Management Computer System (Tracer Summit)** – BCU #2, the systems main bus lost communication with many of its end devices...found several loose wires on MP501s

**Biohazardous Waste Room** - Door corroded and louvers falling apart... Ground off rust, patched with Bondo, repaired louvers, replaced door side trim, sanded and painted everything

### JAIL

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

**Kitchen** - Need more storage shelving...built and installed in storeroom off day room area

## MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

**Fire Alarm** – Tri-State Fire Protection cited several fixed heat detectors throughout for being outdated per NFPA 72 despite that they still worked. They also cited two bad smoke detectors and one horn strobe that did not work. John Bishop is supposed to retest them to verify the findings.

**Sprinkler System** – 5-year obstruction test overdue...Tri-State completed and found everything ok other than a section of pipe connecting the dry and deluge systems in the basement. Had Tri-State replace bad section on next visit.

**Fed West** - Cell #3 sink drain not draining...replaced drain line due to heavy corrosion

**Lock block** - Cell #1 top bunk broke...welded frame

### FARM

**Dairy Barn** – Continued replacing clapboards in back northeast corner and replacing stanchions in calf barn.

**Dairy Barn** – Numerous windows cracked and broken...in process of replacing them with plexi-glass

**Dairy Barn** – Fire alarm horn strobe smashed by hay wagon in center isle of main barn on upper level. Also power feed is ripped off post and has broken wires... replaced horn strobe with regular strobe and relocated all wires and power feed to higher area less likely to be hit again.

**Dairy Barn** – Fire alarm pull station obstructed by hay in Dairy Barn...notified Donnie

**Dairy Barn** - Switch that prevents wash water going to bulk tank failed...replaced switch

**Equipment** – Mixer wagon rear input shaft bearing failed...replaced bearing

### MAINT/FARM BUILDING

Nothing to report

### COMMUNITY CORRECTIONS

**Generator** – State Fire Marshall's Office and Local fire Chief approved installation of generator. Having issues of over-voltage and transferring issues...C.G. Electric had to order a part.

**HVAC** – Finished installing the rest of the exhaust stack through roof penetration

### VEHICLES

**Boom-lift** – United Rentals replaced almost every hydraulic hose on our boom lift in addition to completing the annual ANSI inspection. The cost of this repair will deplete the dept's vehicle repair line completely.

**New Truck Bid** – With Jeri Martino's help, we solicited bids to replace the maintenance department's 1-ton flatbed truck with a 1-ton low profile dump body truck. Bids are due in Oct 8<sup>th</sup> and will be ready for your review when the Board of Commissioners meet Oct 12<sup>th</sup>

**1-ton Truck Sale** – With Jeri Martino's help, we placed an ad in various local newspapers advertising the bid sale of this truck. Currently it is sitting across the road on display. Bids are due in Oct 8<sup>th</sup> and will be ready for your review when the Board of Commissioners meet Oct 12<sup>th</sup>

### Other

# MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

**Melink System Contract** – I just received the Certificate of Authority form that must be reaccomplished for TRC before they can execute our contract. Commissioner Ray Burton needs to sign the form.

**C1A Water Operator Training** – Dennis McLam is currently attending a C1A Water Operator training course at DES in Concord. He goes for his certification on Oct 14<sup>th</sup>

**Boiler Test Equipment** – The flue gas analyzer Testo 325M has depleted O<sup>2</sup> and CO cells so unit does not work...sent to manufacturer for repair. Testo replaced the depleted cells

## Jail Project

### **Sitework** (Morrill Construction)

- Front sidewalk to courthouse did not meet specifications...Morrill construction removed...Saffo Concrete poured a new one and another one to jury entrance
- Installed new drainage structures around the courthouse to catch storm runoff from the courthouse roof and diverted it to the new infiltration area beside the walkway to the nursing home
- Swapped the courthouse over to the new water line on Sep 3<sup>rd</sup> without incident
- Completed most of the site drainage, including drainage down to proposed pond area at lower meadow. Will resume construction of this pond in the next few weeks
- Excavated areas for footings, geothermal well-field circuits, and interior pipe and conduit runs. In the process of backfilling the interior and exterior foundation areas as underground conduits and pipe installations are completed
- Cutting down and backfilling with structural fill the area for the south delivery entrance driveway.
- Completed neighbor's driveways and are in process of installing privacy fence
- Woodsville Water & Light set a new pole along the South driveway for the new jail transformer disconnect and power meter

### **Geothermal Wells** (Skillings & Sons)

- Completed all of the 77 wells contracted, to include eight (8) that had to be relocated due to soil conditions that prevented installation of well casing
- Most wells drilled have more overburden than the test well. Test results on one of the new wells indicated six more wells must be drilled. All six have been completed
- Independent tests of the well grout conductivity indicate the wells will not perform to specification. Based on this, Skillings had to drill two (2) additional wells, at their cost, to compensate
- On Aug 30th Skillings crews began circuiting and pressure testing all the wells. During this process they found one well that had a leak, forcing them to drill a replacement one at their own cost. Most of the field passed pressure testing and is the process of being backfilled and compacted. They are looking to complete their work the week of 9/27

### **Concrete** (S.D. Ireland)

- Crews are on schedule forming and pouring the footing and foundation walls. Thus far they have nearly completed the following exterior footings and wall areas:
  - Area A – Sallyport, Intake & Booking
  - Area B – Main entrance, lobby and Administration areas
  - Area C – Special Handling (Max, Seg and Protective Custody)
  - Area D – Minimum Dorm
  - Area E – Women's Unit
  - Area F – Medium Unit / Classification Unit
  - Area G – Program and Medical Spaces
  - Area H – Kitchen & Laundry, Delivery & Storage, Maintenance, Electrical & Mechanical Room
- Crews are also working on interior footings in Area H and interior footings & slab prep in Area F

# MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

## **Electrical** (Interstate Electrical)

- Have completed laying much of the under-slab conduit runs in areas F, H and parts of E
- Installed part of the lightening protection system in most areas were slab and walls have been formed
- Worked with WW&L and Morrill Construction on 9/25 to move the electrical feed from pole to courthouse transformer and relocated it deeper in the ground due to clearance issues

## **Plumbing** (Granite State Plumbing & Heating)

- Have completed laying much of the under-slab piping for storm drain and sewage in areas F, H and parts of A, E and G

## **Masonry & Steel**

- The mason contractor will begin erecting block walls the 2<sup>nd</sup> week of Oct in Area F
- The steel contractor will begin erecting structural steel the 3<sup>rd</sup> week of Oct in Area H

## **Courthouse Asbestos Abatement**

Per my request, the Scott Lawson Group (SLG) has provided an estimate to complete the asbestos abatement in the back hall by Superior Court and the Probate Judge's conference room (see attached quote). I'm looking to have this work completed in late October to early November so that it does not hold up the new jail's connection to the courthouse in late fall/early winter. I'm requesting that you waive bid and accept the SLG's proposal. Based on previous work, the proposed cost is in line with other work that we have awarded them (i.e. restroom project off lobby in Feb 07). Secondly, we have used them almost exclusively for past asbestos abatement work at the courthouse, thus I am comfortable using them for this project. They have a proven track record, are knowledgeable of the protocol for working in the courthouse and are flexible to meet our schedule.

## **Embankment Erosion** (Foresite Engineering)

Shannon has drafted a plan that addresses the storm water runoff and erosion that is cause for the material that entered and ruined swale EE down by the pond on the lower meadow. I will be meeting with him and Jason Morrill this afternoon to review the plan and resolve any questions Jason may have in regard to putting cost to the plan. I am shooting to present Jason's proposal for the subject work when the Board of Commissioners meets on Oct 5<sup>th</sup>.

**New Jail Schedule** – See attachment