

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Hwy.
North Haverhill, NH 03774
Tuesday April 17, 2012

PRESENT: Commissioners Cryans, Omer C. Ahern Jr. and Raymond Burton, Director Clough and Secretary Martino.

OTHERS: Harold Brown

Human Resource Director Mike Simpson arrived.

9:05 AM Commissioner Cryans opened the meeting with the Pledge of Allegiance.

Employee Council Members, M. Deem, and L. Langlois were present for the reply of the Commissioners to their request for a 3.6% COLA. Commissioner Cryans said that the Board had voted to offer the employees a 1.5% COLA.

M. Deem stated that merit increases are part of the policy agreement and should not be considered when discussing raises. He also stated that 2% would be more equitable for a COLA. Commissioner Cryans said that no matter how you phrase it, a step increase is a raise.

M. Deem said he would need to time get this information back to the rest of the Employee Council and see how they would like to proceed.

Commissioner Ahern said he feels the unemployment rate is growing in Grafton County and there are people who can't pay their taxes. He said that County government is secure employment and we need to get out of these bad economic times. He asked the employees to bear with them and said he is trying to balance the equities.

There was some further discussion.

M. Deem said he agreed that the County is steady employment but it is like a tortoise in that there are long term employees who have not seen an increase in their pay in years.

M. Deem than asked if the Commissioners had considered changing any other benefits that are currently in the policy manual because that may have an affect on the way that the employees voted. He said if they felt they could be losing something else it may sway their decision.

Commissioner Ahern said he can't give any guarantee about that because he would like to see some changes to benefits, but noted he is in the minority in that regard.

Commissioner Burton said that he feels that 1.5% is the best that they can do.

M. Deem wanted assurances that other benefits won't be taken away so that when they bring this information to the Employee Council they will know exactly what they're voting on.

Commissioner Burton said he would be against any other benefit changes but it is the Delegation who makes the final decision.

Commissioner Ahern said the Board is looking at the Employee manual and he would like to see some changes made.

M. Deem and L. Langlois thanked the Commissioners for their consideration.

Sheriff Dutile and Communications Director Andross arrived for the opening of bids for the in-car video system. Three bids were opened as follows:

Digital Alley	\$99,995
Kustom Signal	Said they could not bid at this time
Watch Guard	\$102,105

There was a discussion about how much money was budgeted for this item and the Sheriff said that they will be carrying money over to next fiscal year and there is money coming in the form of a grant to pay a matching portion. He said there is enough money. The Sheriff and CD Andross took the bids to review and will bring them back for a recommendation.

Maintenance Superintendent Oakes arrived with his report. *(see attached)
He began by going over the bids for the woodchip combustion, as it pertains to the biomass project, which were received last week. Supt. Oakes supplied a spread sheet of information comparing the bids of the three companies that bid, which were Messersmith, McCormick and Chiptec. *(see attached)
He said that by comparison, Messersmith comes in with the lower cost and most experience. Supt. Oakes along with the architect and engineer recommend the Commissioners award the bid to Messersmith. Commissioner Burton asked if that is the company who is doing Glencliff and Supt. Oakes replied yes.

Commissioner Burton moved to approve the “Deliverable 1” bid submitted by Messersmith in the amount of \$1000 which was seconded by Commissioner Ahern.

DISCUSSION: Commissioner Ahern said he still feels the County should put in the capability for electrical generation in the future and that by not putting that in, the County would not be doing the best thing for the taxpayers of Grafton County.

When the vote was taken, all were in favor.

Commissioner Burton moved to accept the bid by Messersmith for “Deliverable 2”, with alternates 3 and 4, pending funding approval of the Delegation which was seconded by Commissioner Ahern. All were in favor.

There was a discussion about the funding of the project. Director Clough said that she thought that if the Delegation was in favor, they should approve an “up to” amount. She said she would hope to have more information on this prior to the May 14th Delegation meeting.

Commissioner Cryans asked Supt. Oakes when he thought the project should be finished and he replied that it would probably begin in August and be done by the following August.

Supt. continued on by reviewing his report. There was discussion as to whether or not the sprinklers should be kept on line in the old Jail once it’s vacated. Commissioner Cryans thought it would be a good idea to see what the insurance company said. Commissioner Burton asked why they would continue to insure the building if it was unoccupied and Supt. Oakes

said if a building has a fire alarm or sprinkler system it still needs to be maintained. He said any number of things could go wrong inside there.

The consensus of the Board was to err on the side of caution and keep the fire system operating in the building.

Becky Colpitts Volunteer Management Program Assistant from UNHCE arrived to give the Commissioners a briefing on her position at the County. She is a part time employee who spends 50% of her time with the Master Gardner program and 50% on 4H and Youth programs. She gave a history of her life in both Cooperative Extension and 4H, which began in her childhood in Ohio. She spoke about the various programs and events that she has taken on since being with the County, which has been about a year and a half. Becky writes newsletters, articles for the paper and is involved in making connections in the community for UNHCE.

Commissioner Cryans asked if everyone had read the minutes from April 10th. Commissioner Ahern had sent Sec. Martino edits the previous day.

Commissioner Burton moved to approve the edited minutes which was seconded by Commissioner Ahern. All were in favor.

The Commissioners signed the check registers.

Director Clough updated the Commissioners on the NACo Rx Drug report. In the month of March the average savings was \$7,541. There were 188 users.

Commissioner Cryans signed the State of NH Superior Court Lease Agreement. There were two resolutions for Certification for Municipalities which Director Clough read aloud to the Board.

Commissioner Ahern moved to adopt the resolutions as read by Director Clough which was seconded by Commissioner Burton. All were in favor.

Commissioner Burton, as Clerk, signed the resolutions.

County Attorney Lara Saffo arrived with her report *(see attached) and began by requesting that she be able to keep the additional County Attorney that was approved temporarily. She said he would be paid the stipend that was set by the Delegation.

When asked if there was any money in her budget to pay for the Attorney she replied no. Commissioner Ahern said he didn't know how the County could spend money it didn't have. There was further discussion about this and how it may be worked out.

Director Clough checked the budget line for this and said that if the Board approves this, that budget line will be over expended by around \$8K. She said regardless of approval, the line will be over expended.

Commissioner Ahern said he was concerned about where Atty. Saffo might be putting her time and that maybe there needed to be a better structure at that office.

Commissioner Burton moved to approve the extension of the Attorney which was seconded by Commissioner Cryans.

DISCUSSION: Commissioner Cryans asked Atty. to defend the need for this extension of an Attorney. Atty. Saffo pled her case. She said that because of the high caseloads, the Attorney's have working in the evening and on weekends and she as an Administrator must evaluate the situation for burnout. Commissioner Cryans said that under this scenario the Office will spend another \$1200 - \$1500.

When the vote was taken, Commissioners Cryans and Burton were in favor while Commissioner Ahern was opposed.

Atty. Saffo asked that the Commissioners enter into non-public session to discuss a personnel matter.

11:15 AM - Commissioner Ahern then 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 Ahern "yes"; Commissioner Burton "yes" Commissioner Cryans "yes"; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

11:20 AM- Commissioner Cryans declared the meeting back in public session.

Commissioner Ahern moved to seal the minutes from the non-public session which was seconded by Commissioner Burton. All were in favor.

Atty. Saffo briefed the Board as to how she would like to have the conference room in the Courthouse renovated in order to accommodate her staffing requirements.

Sheriff Dutile and Director Andross returned with their recommendation for the in-car video system. The Sheriff asked that the Board accept the bid from Watchguard in the amount of \$102,105

Commissioner Burton moved to approve the bid from Watchguard in the amount of \$102,105 for the in car video system which was seconded by Commissioner Ahern. All were in favor.

Nursing Home Administrator Craig Labore and Human Resource Director Mike Simpson arrived to discuss a personnel issue with the Commissioners.

11:38 AM - Commissioner Ahern then 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 Ahern “yes”; Commissioner Burton “yes” Commissioner Cryans “yes”; Commissioner Cryans stated that a majority of the board voted yes and would now go into non-public session.

12:20 PM– Commissioner Cryans declared the meeting back in public session.

Commissioner Ahern moved to seal the minutes from the non-public session which was seconded by Commissioner Burton. All were in favor.

Commissioner Ahern moved to ratify the action taken by the Nursing Home Administrator as directed by the HR Director in the termination of an employee which was seconded by Commissioner Burton. All were in favor.

Director Clough presented an MOU from North Country Council in which the Commissioners are to agree to join in with an all regional visioning process and to appoint someone to serve on the regional advisory committee. Commissioner Ahern said it was a 14 page MOU that he just received and that he needed time to read it. He was a little disappointed that NCC expected this to be signed immediately as they had known about it for a while. The MOU will have to wait until a later date to be signed. Director Clough will find out more about appointing someone.

A letter was received from the town of Bath which stated that the Bath Selectboard is in favor of the demolition of the old Jail once vacated, believing that would be the best for all the people of Grafton County.

An abatement of yield taxes in the amount of \$4,672 for a timber cut in the Unincorporated Place of Livermore (which is the difference between what was owed and what was paid) and will be going back to the tax payer from at the approval of the Commissioners.

Commissioner Burton moved to approve the abatement of yield taxes which was seconded by Commissioner Ahern. All were in favor.

The Commissioners signed the certification of yield taxes assessed by the Unincorporated Place of Livermore.

The Commissioners signed the MS-5 financial report from the Unincorporated Place of Livermore.

Dates for the Executive Committee budget meetings are as follows:

May 7th – budget meeting

May 14th – Full Delegation meeting on biomass funding and elected officials salaries.

May 21st – budget meeting

June 4th – budget meeting

June 11th – budget meeting

June 18th – budget meeting

June 25th – Scheduled date for the full Delegation vote on the budget.

COMMISSIONER ISSUES:

Commissioner Burton said that Stan Sudal, a resident of Bath, will be at the County on Friday morning and asked that a tour be scheduled for him.

On Thursday June 7th at 10:00 AM the biomass plant at Glencliff will be dedicated.

All three Commissioners attended the Conservation District annual meeting in Franconia on the 11th of April and there was a full house.

12:25 PM The meeting was adjourned

Raymond S. Burton, Clerk

Woodchip Combustion System (WCS) Bids

<u>Deliverable/Alternates</u>	<u>Messersmith</u>	<u>McCormick</u>	<u>Chiptec</u>
Deliverable 1			
WCS Plans & Specifications	\$ 1,000.00	\$ 5,000.00	\$ -
Deliverable 1 Subtotal:	\$ 1,000.00	\$ 5,000.00	\$ -
Deliverable 2			
2a (Combustor/Boiler)	\$ 245,000.00	\$ 353,320.00	\$ 575,771.91
2b (Storage/Feed System)	\$ 128,000.00	\$ 142,474.00	\$ 227,792.09
2c (Multicyclone)	\$ 38,000.00	\$ 16,357.00	\$ 23,087.00
2d (Exhaust Stack)	\$ 70,000.00	\$ 68,114.00	\$ 93,349.00
Tube cleaners and compressor	In base bid (deliverable 2a)	\$ 13,025.00	In base bid (deliverable 2a)
Combustion air lock	In base bid (deliverable 2b)	\$ 11,156.00	In base bid (deliverable 2b)
Disc screener system	In base bid (deliverable 2b)	\$ 21,432.00	In base bid (deliverable 2b)
Bonding	\$ 16,870.00	Bid doesn't specify	Bid doesn't specify
Deliverable 2 Total	\$ 497,870.00	\$ 625,878.00	\$ 920,000.00
Combined Deliverables Total:	\$ 498,870.00	\$ 630,878.00	\$ 920,000.00
Add Alternate 1 (Steam boiler)	\$ 125,000.00	\$ 87,907.00	\$ 100,321.45
Add Alternate 2 (Mechanical/pneumatic ash removal)	\$ 17,700.00	\$ 5,000.00	\$ 29,485.00
Add Alternate 3 (Extended Service Contract)	\$ 5,500.00	\$ 22,000.00	\$ 20,650.00
Add Alternate 4 (Combustion Air Preheater)	In base bid (deliverable 2a)	\$ 2,000.00	\$ 40,147.00
Combined Deliverables & Recommended Alternates	\$ 504,370.00	\$ 654,878.00	\$ 980,797.00

Signifies GCM, Banwell Architects & Wilson Engineering Recommendation

Budget based on Opinion of Probable Cost

\$ 503,000.00

GRAFTON COUNTY BIOMASS FACILITY - BID RESPONSE REVIEW TO SPECIFICATION 23 52 40

Bid response review to specifications performed by Bill Rood, PE - GWR Engineering - 04/12/12

RESPONSE SUMMARIES

Specification Paragraph	Messersmith	McCormick	Chiptec	Conclusions made
Bidder information required - 1.2				Note: Chiptec did not provide the requested information in a formatted manner that clearly followed this request as others did. Some information was not found as a result of it.
1.2.A: Listing of past projects in 5-8 MMBtuh size, last 3 years	16 projects, all over within this range on multiple type building uses	2 lists provided. First one appears to be McCormick only but only 1 of the 9 listed are within this range and none of the boilers are Biofuels boilers. Second list appears to be Biofuels boilers, 3/7 are in the range requested and information requested is incomplete. Not clear if they are McCormick projects. It is not clear if the proposed team has ever worked together or on the exact proposed system installation on a prior project.	Only 2 projects listed. One in Keeseville NY and one in Auburn ME. One is steam.	Messersmith clearly shows to be the more experienced provider of the required system per specifications.
1.2.B.a- Combustion Type	Direct Burn with under and over fire. Output data shows 6.8 MMBtuh at 1780 lbs/hr feed rate.	Direct burn with moving chain grate, under/overfire. Output data shows 7.1 MMBtuh at 1796 lbs/hr feed rate	Organic Oxidizer allowing for wider fuel ranges to be burned. Output data shows 7.0 MMBtuh at 1875 lbs/hr feed rate	Chiptec 'gasification' process is touted to be a more efficient and cleaner burning system. However there seems to be an intense amount of equipment and cost to achieve this. The McCormick proposal has a moving grate system and adds maintenance. When looking at the actual outputs and feeds rates there does not seem to be any clear advantage of one system over the other in this regard. In looking at emission data, the same can be said there. Based on the proposal responses it does not show there to be any significant reason to select the non-movable grate direct burn system.
1.2.B.b - Insulation System	2" airspace on firebox to preheat combustion air then 4" insulation and 6" refractory brick.	F5 poured refractory, 2.5" fireboard	High temperature refractory with air space for preheating combustion air.	No information was provided to determine if there is any advantage of one of these systems. A refractory rebuild every 10 years was included in the cost analysis on this project.
1.2.B.c, d, e - Chip Feed from bunker to ash	Traversing auger in bin; conveyor belt system to metering bin; auger feeds to grates; ash raking every 2-3 days; Feed rates into combustor modulated to maintain boiler HWS temperature.	On grade storage, but chips allowed to pile to 11', not sure how this can be off truck at on-grade condition. Moving floor feeds chips into auger feed to metering bins and then fed onto moving grate. Ash drops and feeds out so no raking. Appears to be 4 feed rates available.	Live floor system in bunker. "Vibrating receiving conveyor" to metering auger/air lock. Feed into gasifier unit, fire combustion products into boiler. Ash is automatically pulled from combustor; no raking. Variable speed metering auger to meet boiler setpoint and demand.	McCormick claims that the live floor is a low energy using system. History with live floors is not good due to the load on them. The largest HP motors on the Chiptec and McCormick systems are the ID fans and the hydraulic pumps for the floors. Maintenance on the conveyor systems (and there are a lot of them as seen in the 3-yr installation responses) has shown to be very low and they are very reliable. This type of system Messersmith offers seems to be favored based on the market response.
1.2.C - Boiler data	Boiler manufacturer name and model number: Hurst Boiler & Welding Company, Inc., SF-X-1325-60W Boiler nominal input rating (in BTU/hour): 8,500,000 BTU/H Boiler net output, peak using wood (in BTU/hour): 6,800,000 BTU/H Boiler heating surface (in square feet): 1,375 square feet. Steady state efficiency: 80%. This efficiency has been measured numerous times by Messersmith. Fuel Rate: 100% 50% 25%. Fuel Usage in lbs/hour: 1780, 890, 445	Main Bid - System Manufacturer: Biofuel Boiler Technologies LLC, Mifflintown, PA. Model: BIO 7100 Multi-Fuel Grate. Pressure Vessel Manufacturer: Boilersmith Ltd., Seaford, Ontario. Vessel Model: E31W-275/6.5-XW-60. Heating Surface: 1375 sq ft. Guaranteed Output: 7,102,000 btu/hr. Unit Efficiency: 77% HHV. Fuel Rate 100% 50% 25%: 898, 1,347, 1,796	Johnston Boiler Company model PFTX250-4X123W Four (4) Pass Hot Water Generator. 1,295 square feet of heating surface. Gasifier design firing rate lbs/hr: 1,859. Average gasifier heat input Btu/in: 9,317,844. Average Boiler Output Rate Btu/hr: 7,000,000	Chiptec provided detailed spreadsheets on boiler performance at the 3 levels. All three proposed boilers are about the same on output and feed rates at the high fire ratings. Chiptec is able to achieve this with a smaller boiler surface area. Messersmith has the lowest low firing rate, favoring low fire periods. There are a lot of Hurst boilers in the market area with proven performance. GWR has not heard of the Ontario built Boilersmith before. Johnston boiler is familiar, but GWR has not see a lot of them around.

1.2.D - Fuel Handling	Described above	Described above	Described above	Described above	Described above
1.2.E - Emissions/Air Quality	Reported values at .25 lb/MMBtu PM10 and .21 PM2.5. This data is from actual tests performed on multiple Messersmith system with multicyclones and with the specified conditions for chips.	The only information noted: the Multicyclone as specified would be provided.	Indicates .2 lb/MMBtu or lower will be achieved. GWR believe this was also a tested value and can be substantiated.	The lack of any past history on emissions on the McCormick system is disappointing and cautious. There is no proposal documented data to show that the Chiptec system will outperform the Messersmith system. Nothing shows to require any permit or change to the proposed Multicyclone on the Messersmith system to meet the NH allowed limit of .3 lbs/MMBtu for this size system.	
1.2.F - Safety	Acceptable to specification	Acceptable to specification	Acceptable to specification	All systems cover chip feed and overfire safety.	
1.2.G - Control	Honer PLC. Local assembly of custom control panels. All specification requirements appear to be met. Phone line dial out required for remote access.	PLC - custom control panels with graphics image on touch screen. All specification requirements appear to be met. Internet connection required for remote access.	PLC - custom control panels with graphics image on touch screen. All specification requirements appear to be met, but not all details provided. Internet connection required for remote access.	All are custom controllers. Messersmith has a lot in the field to verify performance. Others not so.	
1.2.H - Motors	Total connected load is 33 HP (13 motors) with 15 HP ID fan and 7.5 HP compressor.	Total connected load is 28 HP (13 motors) with 10 HP ID fan and 5 HP Hyd Pump but NO compressor as it was not considered required in base bid, but IT WAS.	Total connected load is 61 HP (only 8 motors listed, but there are more) with 30 HP ID fan and 10 HP Hyd Pump and 7.5 HP compressor	Messersmith has the lowest connected HP motor load when taking into account the compressor required for all.	
1.2.I - Spare Parts	30 items listed individually where required.	13 listed by category including bearings and chain links	Only 9 items listed, no electrical items, mostly all gaskets.	Messersmith seems to be more in tune with the on-going needs and is paying more attention to itemizing exact items to support the installation.	
1.2.J - O&M	A detailed listing of functions and time to perform as well as service periods.	No ash raking here. Poorly detailed ad abbreviated list. Worrisome for on-going assistance.	No ash raking here. Poorly detailed ad abbreviated list. Worrisome for on-going assistance.	Messersmith seems to be more in tune with the on-going needs and is paying more attention to itemizing exact items to support the installation.	
1.2.K - Warranty	1 year as required	Adds 3 yrs. to refractory and 5 for the chain grate.	The 1 year is not clearly seen anywhere.		
2.1 - Overview of compliance to specification requirements.	It appears specification requirements are met in full.	McCormick lists the required paragraph 2.1.A.5 tube cleaner and compressor as a recommended option for \$13K. This should be in the base bid price. It is not clear ladder and platform on boiler is to be provided as required in 2.7.A.4. It appears that the recommended option for chip sorting, required in paragraph 2.4.F, is offered at an additional cost of \$21,432. However it is not confirmed this is a chip sorting device being recommended	It appears specification requirements are met in full. It is not clear ladder and platform on boiler is to be provided as required in 2.7.A.4.	McCormick base bid price needs to be adjusted up to account for items they may have listed as recommended that are really required per specifications.	
<p>Conclusion: GWR Engineering recommends selecting the Messersmith system based on it technical response. The Messersmith system has more experience in operation, and shows favorable in most all of the response categories. Although the Chiptec system shows to have a better performance for the furnace area, the bottom line output shows Messersmith to have an equal performance level with a lower impact energy footprint. Overall responses to the maintenance and proposed numbers. The only positive the McCormick and Chiptec has over the Messersmith appears to be the ash removal as part of their base bid. The McCormick system refers to the option of having the bunker on grade, but we are a little confused as to how the storage height of 11' can be achieved. Based on the cost differences between these systems, there seems little to identify as savings potentials to offset the added cost to move to either of the Messersmith competitors. The experience of the McCormick team is questionable.</p>					

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Mar 20 – Apr 16, 2012

COMPLEX

Biomass District Heating System

- Banwell Architects and GWR Engineering completed the RFP for advertising package #1 (boiler, chip storage/feed system, multi-cyclone and stack) and put it out to bid. The following three companies responded to the RFP: Messersmith Manufacturing, McCormick Facilities Management and Chiptec. I and Banwell Architects have reviewed the bids and recommend you select Messersmith based lowest cost, best design and experience.

Engineering Design of Automated Isolation Valve & Vault

- Still working out design details with input from WW&L

Fire Alarm Systems Secondary Inspections – Alarmco inspected all fire alarm systems throughout the complex. All passed inspection.

Elevators - Elevators in the Nursing Home & Admin Building were due annual recall tests and shunt trip tests. The two newest ones in the Nursing home failed due to a programming error in the main fire panel. Had Norris reprogram panel and retested all elevators. All passed.

HVAC – Had North Country Mechanical complete the annual PM on all the HVAC and refrigeration equipment throughout the complex. Generally, most everything was in good condition. However, I had to order several minor parts to fix various pieces.

Sewage Pump Station Alarms – Ran new underground conduit for power and data from pump station to Maint/Farm Building, routing both to main switchgear room modem so alarms can be rerouted to Dispatch once old jail is vacated

Time Clocks – Installed new time clocks in various buildings to support changeover to new system

Grounds Work – Swept all but Nursing Home parking lot and are in the process of restoring grounds from winter plow damage. Also moved several overgrown shrubs from raised beds by Community Corrections and from Admin Building and relocated them to South side of Nursing Home

COURTHOUSE

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

Dispatch – Relocated electrical circuit in radio room to serve new server rack

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Circuit Court Judge's Conference Room – Mayo's Glass replaced are large plate glass window that had cracked

HVAC – One of the bearings in the main makeup air units has a bearing that is failing. We just received the bearing and will install it in the next day or so.

ADA Requirements – Still compiling proposals for various work

Roadside Sign – The carved wooden sign has been reworked to add "Department of Corrections" and has been fully refurbished and reinstalled

NURSING HOME

Preventative Maintenance (PM) – Performed various PM tasks throughout

Electric Beds – Made several repairs to electric beds

Lighting – Replaced several burned out lighting ballasts throughout

Fire Dampers – Inspected all fire dampers throughout for serviceability. All checked good

Kitchen Equipment

- Replaced a switch on one of the kitchen's commercial blenders.
- Upper oven caught fire. Tagged and took out of service. Called North Country Appliance to troubleshoot. Found bad deflector plate and center base tray. Replaced both parts

Laundry

- The drum motor on dryer #1, largest dryer failed...installed new motor
- Motor mount broke on dryer #3. Discovered tumbler trunion weld broke and was cause for breaking motor mount. Welded both items and put back into service.

Patient Bathing Systems – Granite tub temp gauges were erratic...replaced power supply

HVAC

- HRU #2 Air handler booster bearings started to failed...replaced bearings
- ACCU #1 fan bearings started to fail...replaced bearings
- Hydronics pump #2 in the boiler room started leaking around shaft...installed new shaft seal assembly and housing gasket

Electrical

- Staff kept tripping over 220V power cord feeding warming cart on Profile...relocated circuit so that cord was out of way and eliminated tripping hazard
- Staff requested additional outlets in PT area...added three new outlets

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Aiphone -The unlock button on the Aiphone door monitoring and security system intermittently would stick preventing nursing staff from letting people in the building on the off shift. Replaced Aiphone monitoring station.

Flooring – The bathroom sheet goods flooring material had shrunk causing gaps to open up between resident room floors and their adjacent bathroom floors. Installed a feature strip to transition floors

ADMINISTRATIVE BUILDING (1930)

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

HVAC

- Extension Conference Room fin tube heat would not turn off. Replaced Belimo zone control valve
- Deeds Computer Room heat would not turn off...disassembled, cleaned and reinstalled Belimo zone valve
- Belimo zone valve leaking in women's restroom on basement level. Replaced valve

OLD JAIL

Preventative Maintenance (PM) – Performed various PM tasks throughout

Elevator

- Car doors will not work...Stanley Elevator technician replaced door circuit card
- Car got stuck on 2nd floor...Stanley Elevator technician found selector out of alignment - installed new guide shoe and reinstalled magnets to vertical tape in shaft. Reset faults

Fire Dampers – Inspected all fire dampers throughout for serviceability. All checked good

FARM

- Pig Barn – Fire alarm intermittently went into trouble...Almco troubleshoot and determined that the DSL phone line needed a filter

MAINT/FARM BUILDING

Nothing significant to report

Community Correction

HVAC – One of the AC units had a bad temp/humidity sensor causing the economizer to run erratically...Replaced sensor

MAINTENANCE DEPARTMENT REPORT TO GRAFTON COUNTY COMMISSIONERS

Mailbox – Someone trashed the roadside mailbox when they hit it with their car...replaced mailbox and post

Plumbing – Noticed building's water use was up a few thousand gallons this past billing period. Investigated and found toilet flappers leaking water by. Replaced flappers

VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks

New Jail

Schedule – Inside and outside approximately 98% complete. Overall, the project is still on schedule.

Production – Many of the contractors are still working punch list items at this time. GSP&H has been having problems with five water-to-water heat pumps that keep tripping off line. It was determined by the heat pump manufacturer that all our heat pumps need hot gas bypass kits to make them work. Waiting on SMRT to issue an SI so work can be completed

Owner Training – Received training on sewage pump station, grinder and auger

Commissioning – Commissioning continues to be on hold due heat pump and controls work.

FFE – Vendors notified of bid selection...should see items in next few weeks

OTHER

New Jail Position – We had over 60 applicants for this position and of those we interviewed 10. Out of the 10 we have four strong candidates. I plan to select one by the end of this week.

Old Jail – I have determined an estimated operating cost to operate the vacated facility heated and unheated. The second option requires draining the sprinkler system and a blessing from the State Fire Marshall. We are checking with our insurer to see what they say. I need to know whether or not this board is in favor or not of operating the facility without the sprinkler system operational if the State Fire Marshall and insurer do not object. If we run it without the sprinkler system than the fire alarm system should be kept operational.

**MAINTENANCE DEPARTMENT REPORT
TO GRAFTON COUNTY COMMISSIONERS**