

**County of Sullivan, NH**

**Type of meeting:** Board of Commissioners Meeting Minutes - Executive Session Per RSA 91-A:3.II.c.

**Date/Time:** Tuesday, July 24, 2012, 4:57 PM

**Place:** Unity, NH - 5 Nursing Home Drive, Sullivan County Health Care Facility, 1<sup>st</sup> Floor, Frank Smith Living Room.

**Attendees:** Commissioners Bennie Nelson - Chair, Jeffrey Barrette - Vice Chair and John M. Callum Jr. - Clerk, Greg Chanis - County Administrator, Ted Purdy - Sullivan County Health Care Administrator, Sharon Callum - Administrative Assistant / Minute Taker

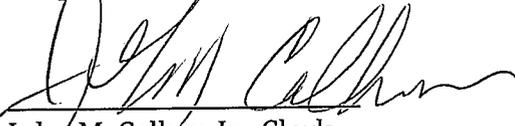
**Agenda Item No. 10. Probable Executive Session Per RSA 91-A:3.II.c. - Matters which, if discussed in public would likely affect adversely the reputation of any person other than a member of the body or agency itself.**

**4:57 Motion to go into exec session per RSA 91-A:3.II.c. matters which, if discussed in public would likely affect adversely the reputation of any person other than a member of the body or agency itself. Made by Barrette. Seconded by: Callum Jr. Roll call vote: All three Commissioners voted in favor of the motion.**

Mr. Purdy noted they have received a referral for an 82 year old male with Parkinson's, who is currently in an area assisted living facility: the facility is no longer able to meet his needs as he requires long term care facility services, his is on the NH Sex Offender listing - suite occurred in 1992, child under 13 years, since that time he has not offended, he has been at the assisted living facility for 6-years with no issues relating to overtures towards other residents, guests, or family members. Mr. Purdy pointed out that if they accepted him as a client, when someone does a search, the search will show the client at the County's nursing home address and he felt it important the Board be aware of the situation. The commissioners feel they have no grounds to deny the referral.

**5:07 Motion: to come out of Executive session. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

Respectfully submitted,



John M. Callum Jr., Clerk  
Board of Commissioners

JMC/sjc

Minutes approved and released: August 7, 2012

**County of Sullivan, NH**

**Type of meeting:** Board of Commissioners Executive Session Meeting Minutes – Per RSA 91-A:3.II.a.

**Date/Time:** Tuesday, July 24, 2012, 5:17 PM

**Place:** Unity, NH – 5 Nursing Home Drive, Sullivan County Health Care Facility, 1<sup>st</sup> Floor, Business Conference Room.

**Attendees:** Commissioners Bennie Nelson – *Chair*, Jeffrey Barrette – *Vice Chair* and John M. Callum Jr. – *Clerk*.

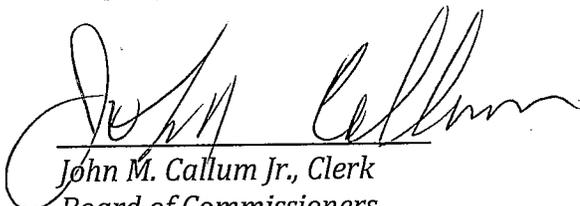
**5:17 Motion: to go into Executive Session Per RSA 91-A:3.II.a. - for the County Administrator's performance evaluation. Made by: Barrette. Seconded by: Callum Jr. Those in Executive Session were the three commissioners. Roll call vote: All in favor.**

*5:17 – 5:22 Both Mr. Chanis and Ms. Callum left the room. The Board resumed their meeting in the 1<sup>st</sup> Floor Business Conference Room.*

Board commenced Administrator's performance evaluation review with a discussion and comparing notes.

**5:54 Motion: to come out of Executive Session. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

*Respectfully submitted,*

  
John M. Callum Jr., Clerk  
Board of Commissioners

JMC/sjc

*Minutes approved and released on: August 7, 2012*

**County of Sullivan, NH**

**Type of meeting:** Board of Commissioners Regular Business Meeting - Public  
**Date/Time:** Tuesday, July 24, 2012, 3:00 PM  
**Place:** Unity, NH – 5 Nursing Home Drive, Sullivan County Health Care Facility, 1<sup>st</sup> Floor, Frank Smith Living Room.

**Attendees:** Commissioners Bennie Nelson – *Chair (Mr. Nelson arrived later in the meeting)*, Jeffrey Barrette – *Vice Chair* and John M. Callum Jr. – *Clerk*, Greg Chanis – *County Administrator*, Ted Purdy – *Sullivan County Health Care Administrator*, John Cressy – *Facilities & Operations Director*, Marc Hathaway – *County Attorney*, Ross L. Cunningham – *Department of Corrections (DOC) Superintendent*, Mike Sanborn – *DOC Job Developer*, Kevin Warwick – *Alternative Solutions Associates Inc.*, Liz Hennig – *Communities United Regional Network Coordinator*, Sharon Callum – *Administrative Assistant / Minute Taker*.

**Public attendees:** Don Clarke – *Claremont citizen*, Peter Franklin – *Newport citizen*, Charlene Marcotte Lovett – *State/County Delegate*, Archie Mountain – *Eagle Times Reporter/Argus Champion Editor*.

**3:05** Vice Chair, Jeffrey Barrette, opened the meeting and led all in the *Pledge of Allegiance*.

**Agenda Item No. 1. Public Participation**

Agenda Item No. 1.a. Youth Gun Safety Program Venue Change, Don Clarke  
Mr. Clarke thanked the Board of Commissioners, Administration and the County Sheriff for their support by offering the shooting range for the youth gun safety program; however, he noted, *Old No. 4 Rod, Gun and Snowmobile Club* of Charlestown offered to cosponsor the event at their range August 18<sup>th</sup> – this is a range used for years, the club has experience in putting on shooting events similar to this, and they have insurance coverage already available. Comm. Barrette noted he was glad it worked out and thanked him for his courteousness.

**Agenda Item No. 4. Department of Corrections Superintendent's Report, Ross L. Cunningham**

Agenda Item No. 4.a. Census  
Supt. Cunningham distributed the Daily Report from Sergeant Coughlan dated July 24<sup>th</sup>, 2012 [Appendix A]. He noted they moved the census data for the home confinement into the Total In-House Population block as, if they violated home confinement, the violator would be brought in house anyway. Comm. Barrette requested they include a parenthesis beside the total In-House Population number

to show number without the Home Confinement data, also. In response to Barrette's questioning, Cunningham confirmed the high amount in the State Prison, was due to dual status – there are 3-4 that are Sullivan County's.

Agenda Item No. 4.b.                      Staffing

They have one Correctional Officer vacancy – a resignation, and are working to fill the position.

**Agenda Item No. 2.                      Public Utilities Commission \$300,000 Grant for  
Unity Biomass Project: Ratification of Certificate of  
Vote & General Provision w/attached Exhibits**

**3:14 Motion: to enter into the minutes the *Certificate of Vote/Authority* [Appendix B] and to authorize County Administrator, Greg Chanis, to ratify the NH State Public Utilities *General Provision* \$300,000 grant document [Appendix C.1-3], with attached Exhibits [Appendix C.4-6].  
Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.  
Absent from vote: Nelson.**

**Agenda Item No. 3.                      USDA Form RD 1942-47 Loan Resolution-Ratify**

**3:16 Motion: to adopt, and enter into the minutes, USDA Form RD 1942-47 Loan Resolution [Appendix D.1-2] and to authorize County Administrator Greg Chanis and County Commissioner Clerk John M. Callum Jr., to sign the document. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor. Absent from vote: Nelson.**

*3:18 Comm. Nelson arrived to join the meeting.*

Agenda Item No. 4.a.                      Community Corrections Center (CCC) Programing  
Report

A PowerPoint presentation document [Appendix E.1-2] was distributed, and run. A Sullivan County TRAILS Program Exit Interview document [Appendix F] was distributed. Both documents were discussed by Supt Cunningham & Mr. Warwick. They highlighted on: the CCC opening, grant funding received, a new two year Second Chance Act (SCA) grant they just received approval for - award was one of three given out nationally and they will be unable to apply for further SCA funding, the types of data they use for tracking numbers, inmate program participation numbers – data is solid and they will even be looking at a lot older data soon, the TRAILS Co-occurring Program performance measures, recidivism comparisons with NH State and Carroll County. Warwick confirmed data catchment window is August 9, 2010; that Carroll County is tracking same time frame; and NH DOC tracks yearly. A survey was conducted on clients who failed the program, in order for DOC to address any gaps – they've found more programming needs upon reentry requested.

Interviews will be conducted on all clients leaving the program. Mike Sanborn is doing case management in the community. Cunningham and Warwick also briefed the Board on psych medication cost reduction - a direct result of strong relationships with pharmacy, Electronic Monitoring (EM) revenue growth and savings, and wrapped up the PowerPoint with comparisons to projected numbers and actual, as well as benefits of the programming. Cunningham confirmed EM clients are drug tested. Warwick added, on August 1<sup>st</sup> they are starting an educational model for family and offenders to ensure family involvement when reentering into community - clinical staff have strong family programming experience; intern - Emily Weinberger. Mr. Clarke indicated he was impressed with the numbers - good results achieved in a bad economy which usually increases the temptation to do bad things.

**Agenda Item No. 9. Probable Executive Session Per RSA 91-A:3.II.e. - Possible Litigation Issue**

**3:46 Motion: to go into Executive Session per RSA 91.A.3.II.e. for a possible litigation issue. Made by: Barrette. Seconded by: Callum Jr. Roll call vote: All Commissioners were in favor of the motion.**

*3:47 The Board, County Administrator, Marc Hathaway, John Cressy, and Sharon Callum reconvened in the 1<sup>st</sup> Floor Business Conference Room for the Executive Session meeting.*

**3:58 Motion: to come out of Executive Session. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

*4:00 The public portion of the meeting resumed in the Frank Smith Living room, where those in attendance included: Commissioner Nelson, Barrette and Callum Jr., Greg Chanis, Ted Purdy,*

**Agenda Item No. 5. Sullivan County Health Care Administrator's Report, Ted Purdy**

Agenda Item No. 5.a. Census

Mr. Purdy distributed and reviewed the following report [Appendix G.1-6]

- *Medicare, Private, Medicaid, Managed Care, Medicare B Revenue June 2012:* above budget in Part B and ProShare, DHHS has advised each county will receive additional ProShare funds Aug. 15<sup>th</sup> - Sullivan County's share will be approximately 1.2 million; Affiliates setting up meetings with contractors - there are three major contractors approved for managed Medicare: none have long term care experience but they do have health care experience; anticipates \$960,000 under budget with expenses
- *Revenue Review thru 06/30/2012*

- *Sullivan County Nursing Home Quarterly Resident Census: skilled census ended up the same as last year*
- *Summary Admission / Discharge Report 6/1/12 thru 6/30/12: 12 discharge, 7 admissions, 4 readmits*
- *Summary Admission / Discharge Report 7/1/12 thru 6/30/12: 110 discharges, 58 admissions, 51 readmits*
- *Interim Aged Analysis for Month of June 2012*

Agenda Item No. 5.c.                      Accounts Receivables: Write Offs for FY12-Update from June 19<sup>th</sup> meeting

Mr. Purdy distributed *Write Offs June 2012 Supplemental* document [Appendix H.1-8] and discussed the data.

**4:16 Motion: to approve the write offs as detailed by nursing home Administrator, a total of \$138,712.80. Made by: Barrette. Seconded by: Callum Jr. Discussion: Barrette noted he appreciated the effort Mr. Purdy put into the issue, and indicated he liked seeing the write offs in the format presented. Voice vote: All in favor.**

Agenda Item No. 5.b.                      Staffing

Mr. Purdy noted there are no key positions open. They used approximately 366 hours of agency services in June, and 633 hours in July – they have not used agency services in over 2 ½ years; most agency positions used were LNA's with some licensed nurses; agency services used to cover peak vacation time and some turn over; they attempted to call those on the per diem staff list first, but found the per diems were unavailable as they had not been called in such a long time and had taken work elsewhere. Comm. Barrette expressed concern with using agency services and asked if there was anything they needed to do to support per diem staff; he noted, his concern is not so much with the cost, but quality of care - if per diem staff has not been utilized in 8 months, they pretty much fall under the category of agency, and would not know the current residents as well as someone there on a daily basis. Mr. Purdy's goal is to have full time regular staff; they have primary nursing with primary assignments - that has been positive; they hired three (3) LNA's in July, and recently, one (1) nurse, who is currently in training; they are, roughly, down 3½ positions.

**Agenda Item No. 6.**                      **County Administrator's Report, Greg Chanis**

Agenda Item No. 6.a.                      Draft Policy for Capital Reserve Fund - Update

Mr. Chanis noted this was just an FYI and distributed a document [Appendix I] that highlighted Capital Reserve Fund (CRF) motions and possible hearing dates the Delegation's CRF Subcommittee would be proposing to the full Delegation; he noted \$477,009 was calculated using the annual amount maximum that could be put into the CRF: this is 1/100 of 1% of equalized value of entire county 2011 fall

evaluation, \$47,700,900 was the fall evaluation; this would require a supplemental appropriation public hearing; proposed hearing dates are: Sep. 6<sup>th</sup>, 12<sup>th</sup> or 18<sup>th</sup>

Non Agenda Item                      Fiscal Year End June 30, 2012 Audit  
Auditors would be at the County August 6<sup>th</sup> -10<sup>th</sup>.

Agenda Item No. 6.b.                      Community Corrections plaque Wording Review  
The Board was presented the original draft wording and additional suggestions from Ms. Callum, Mr. Chanis, and Mr. Mountain. They will review and decide at their first meeting in August.

Agenda Item No. 6.d.                      Biomass Project Update – Possible contract vote  
Mr. Chanis reminded all the Board approved awarding the biomass project bid to Woodard & Curran and authorized him to draft a contract and return; he distributed an updated Draft *Scope of Work* [Appendix J.1-27]; he distributed two other documents: *Estimated Project Cost Woodard and Curran Bid* [Appendix K] and *Sullivan County Biomass Price Breakdown and Revisions* [Appendix L] and reviewed. Ms. Callum noted the NH State Public Utilities Commission \$300,000 grant award approval from the Governor's Commission has been postponed to August 22<sup>nd</sup>.

**4:43 Motion : to authorize the County Administrator to finalize and execute all documents for a Design/Build Contract with Woodard & Curran, of Portland Maine, for the design and construction of the Sullivan County Biomass Project. The Stipulated Sum of said contract shall not exceed Two Million, Nine Hundred and Seventy Five Thousand and Nine Hundred and Three Dollars (\$2,975,903.00), subject to additions and deductions as provided in the Design-Build documents. We further authorize the County Administrator to approve said additions and deductions when he deems they are in the best interest of Sullivan County. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

Agenda Item No. 6.c.                      Central Dispatch Letter Approval  
A draft Central Dispatch letter was distributed [Appendix M]. Board, informally, approved letter to be sent to municipal governing bodies.

4:45 *Peter Franklin, Charlene Lovett, and John Cressy left the room.*

**Agenda Item No. 7.                      Commissioners Report**

Agenda Item No. 7.a.                      Set dates for other County property overviews –  
Marshall Pond, Water shed roof

Suggested tour would include fire pond, water shed, pump station. Board decided to tour a portion at the August Unity meeting and rest at the September Unity meeting.

Non Agenda Item

Unity Complex Water Search - Update

John Cressy noted they engaged HydroSource Inc. to look for another reliable water source, drilled well last week, went down 600 feet, getting 68 gallons a minute, last of the sample water tests being inventoried, permitting started, will do a 24 hour pump test, well is about 3,000 feet at the closest point to interconnect., static level at 60 feet, over 800 feet deep, ledge is at 50 feet down from surface - no impact from surface drain, all sleeved, 80 feet of casing, grouted and sealed from surface.

Agenda Item No. 7.a.ii.

Set date for tentative municipality Select Board / Town Administrator Visit to County Complex

The Board reviewed town meeting dates and times, decided to change the Commissioners meeting on September 18<sup>th</sup> to the 25<sup>th</sup>, and to conduct the municipality tour of jail at 5:30 pm.

**Agenda Item No. 10.**

**Probable Executive Session Per RSA 91-A:3.II.c. - Matters which, if discussed in public would likely affect adversely the reputation of any person other than a member of the body or agency itself.**

**4:57 Motion to go into exec session per RSA 91-A.3.II.c. matters which, if discussed in public would likely affect adversely the reputation of any person other than a member of the body or agency itself. Made by Barrette. Seconded by: Callum Jr. Roll call vote: All three Commissioners voted in favor of the motion.**

**5:07 Motion: to come out of Executive session. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

*5:08 Mr. Purdy left the room.*

Agenda Item No. 8.a.

July 10<sup>th</sup>, 2012 Public Meeting Minutes

**5:08 Motion: to approve the minutes as written. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

County Administrator noted there was a motion made in Executive Session that should not be part of the public minutes.

Agenda Item No. 8.b.

July 10<sup>th</sup> 2012 Executive Session Meeting Minutes

**5:10 Motion: to approve and release the July 10<sup>th</sup> 2012 Executive Session minutes. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

Agenda Item No. 8.a.      July 10<sup>th</sup>, 2012 Public Meeting Minutes

**5:11 Motion: to withdraw my motion to approve the 7/10 minutes. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

**5:12 Motion: to approve amended minutes for Tuesday 7/10 public meetings. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

Agenda Item No. 8.c.      July 19, 2012 4:30 PM Executive Session Meeting Minutes

**5:14 Motion: to approve and leave sealed the meeting minutes of 7/19/12 4:30 pm. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

**Agenda Item No. 11.      Executive Session Per RSA 91-A:3.II.a. – County Administrator’s Performance Evaluation**

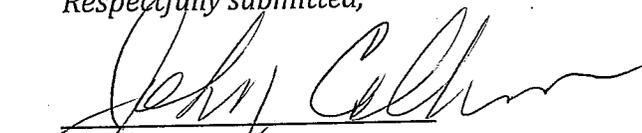
**5:17 Motion: to go into Executive Session Per RSA 91-A:3.II.a. - for the County Administrator’s performance evaluation. Made by: Barrette. Seconded by: Callum Jr. Those in Executive Session were the three commissioners. Roll call vote: All in favor.**

*5:17 – 5:22 Both Mr. Chanis and Ms. Callum left the room. The Board resumed their meeting in the 1<sup>st</sup> Floor Business Conference Room.*

**5:54 Motion: to come out of Executive Session. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

**5:55 Motion: to adjourn the meeting. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.**

*Respectfully submitted,*

  
John M. Callum Jr., Clerk  
Board of Commissioners

JMC/sjc

Minutes approved on: August 7, 2012



**Tuesday July 24<sup>th</sup>, 2012, 3 PM Meeting**  
Sullivan County NH, Board of Commissioners  
**Regular Business Meeting**

**AGENDA – 2<sup>nd</sup> Revision**

**Meeting Location: Unity County Complex – Sullivan County Health Care**

Frank Smith Living Room, 1<sup>st</sup> Floor

MapQuest/Google Address: 5 Nursing Home Drive, Claremont, NH 03743

- |                   |    |   |
|-------------------|----|---|
| 3:00 PM – 3:10 PM | 1. | Public Participation<br>a. Youth Gun Safety Program Venue Change, <i>Don Clarke</i>   |
| 3:10 PM – 3:15 PM | 2. | Public Utilities Commission \$300,000 Grant for Unity Biomass Project: Ratification of Certificate of Vote & General Provision w/attached Exhibits  |
| 3:15 PM – 3:17 PM | 3. | USDA Form RD 1942-47 Loan Resolution-Ratify   |
| 3:17 PM – 3:35 PM | 4. | Department of Correction's Superintendent Report, <i>Ross L. Cunningham</i><br>a. Community Corrections Center Programing Report<br>b. Population Census Review<br>c. Staffing Review<br>d. Revenue Update  |
| 3:35 PM – 3:50 PM | 5. | Sullivan County Health Care Administrator's Report, <i>Ted Purdy</i><br>a. Census<br>b. Staffing<br>c. Account Receivables: Write Offs for FY12 – Update from June 19 <sup>th</sup> meeting   |
| 3:50 PM – 4:10 PM | 6. | County Administrator's Report, <i>Greg Chanis</i><br>a. Draft Policy for Capital Reserve Fund - Update<br>b. Community Corrections Plaque Wording Review<br>c. Central Dispatch Letter Approval<br>d. Biomass Project Update – Possible contract vote |

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



- 4:10 PM – 4:25 PM 7. Commissioners' Report
- a. Old Business
    - i. Set dates for other County property overviews – Marshall Pond, Water shed roof
    - ii. Set date for tentative municipality select board/administrator, city council, visit
  - b. New Business
- 4:25 PM – 4:30 PM 8. Meeting Minutes Review
- a. July 10<sup>th</sup>, 2012 Public Meeting Minutes
  - b. July 10<sup>th</sup>, 2012 Executive Session Meeting Minutes
  - c. July 19, 2012 Executive Session Meeting Minutes
- 4:30 PM – 5:00 PM 9. Probable Executive Session Per RSA 91-A:3.II.e. – Possible Litigation Issue
- 5:00 PM – 5:15 PM 10. Probable Executive Session Per RSA 91-A:3.II.c. – Matters which, if discussed in public would likely affect adversely the reputation of any person other than a member of the body or agency itself
- 5:15 PM – 5:45 PM 11. Probable Executive Session Per RSA 91-A:3.II.a. – County Administrator Performance Evaluation
- 5:30 PM 12. Adjourn meeting

*Upcoming Events / Meetings:*

- **Aug 7<sup>th</sup> Tue. Sullivan County Board of Commissioners Meeting**
  - **Time: 3 PM**
  - **Place: Newport, 14 Main Street – 1<sup>st</sup> Floor Commissioners Conf. Rm**

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



Sullivan County Department of Corrections  
103 County Farm Rd  
Claremont, NH 03743

Intra-Department Memorandum

From: Sergeant S. Coughlan  
Subject: Daily Report  
To: Superintendent Ross L. Cunningham  
Date: July 24th, 2012  
At: Classification Department

**POPULATION DATA:**

House of Corrections	Pre-Trial Inmates	Protective Custody	Home Confinement
Male - 46 Female - 7	Male - 15 Female - 2	Male - 0 Female - 0	Male - 6 Female - 5

**Total In-House Population: 81** In-House Population on 07/24/2011 - 65

**Unit Breakdown (included in the above count):**

Unit 1 - 16	Male Flex - 14	Female Flex - 0
Unit 2 - 4	Male Treatment - 12	Female Treatment - 1
Unit 3 - 10	Male Work Release - 8	Female Work Release - 4
OBS - 1		

**Jail Total: 31**                      **CCC Total: 39**

**CENSUS DATA:**

Cheshire Cty	Strafford Cty	Carroll Cty	Weekender
Male - 3 Female - 0	Male - 0 Female - 0	Male - 0 Female - 0	Male - 0 Female - 0
Hillsbor. Cty	NHSP/SPU	Merrimack Cty	
Male - 1 Female - 0	Male - 10 Female - 1	Male - 2 Female - 0	

**Total Census Population: 98**                      Census Population on 07/24/2011 - 102

**Individuals Housed at SCDOC for other Facilities:**                      **Individuals seen by P&P prior to release:**

2 Males from NHSP                      1 Male from Strafford County                      Males - 0                      Females - 0  
1 Female from Grafton County DOC

**-Trial Services Program - Total: 17**                      Male - 13                      Females - 4

CERTIFICATE OF VOTE/AUTHORITY

I, John M. Callum Jr. of the County of Sullivan NH, do hereby certify that:

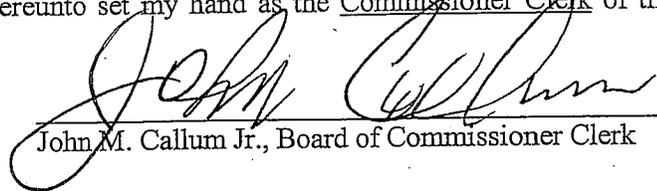
1. I am the duly elected Board of Commissioner Clerk of the County of Sullivan, NH;
2. The following are true copies of two resolutions duly adopted at a meeting of the Board of Commissioners of the County of Sullivan, NH, duly held on July 24, 2012;

RESOLVED: That this corporation may enter into any and all agreements and contracts, amendments, renewals, revisions or modifications thereto, with the NH Public Utilities Commission for grant funding to install, own and operate an advanced biomass combustion steam boiler with back pressure steam turbine/electric generator as a thermally-led cogeneration district energy system at the Sullivan County's Unity NH complex.

RESOLVED: That the County Administrator is hereby authorized on behalf of this corporation to enter into said agreements and contracts with the NH Public Utilities Commission, and to execute any and all documents, agreements, contracts, and other instruments, and any amendments, revisions, or modifications thereto, as he may deem necessary, desirable or appropriate. Greg Chanis is the duly appointed County Administrator of the corporation.

3. The foregoing resolutions have not been amended or revoked and remain in full force and effect as of July 24, 2012.

IN WITNESS WHEREOF, I have hereunto set my hand as the Commissioner Clerk of the County of Sullivan, NH this 24th day of July, 2012.

  
 \_\_\_\_\_  
 John M. Callum Jr., Board of Commissioner Clerk

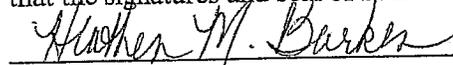
STATE OF NH

COUNTY OF SULLIVAN

(SEAL OF COUNTY OF SULLIVAN, NH)

NOTARY:

The undersigned hereby certifies that the foregoing *Certificate of Vote* is the instrument described therein, that the signatures and seal of Sullivan County on this Certificate of Vote are genuine.

  
 \_\_\_\_\_  
 Justice of the Peace/Notary Public

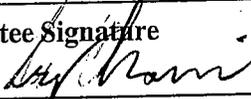
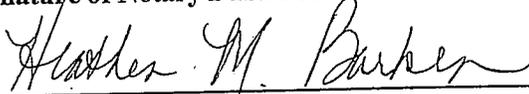
My commission expires: Feb. 22, 2017

(Notary Seal)

The State of New Hampshire and the Grantee hereby mutually agree as follows:

GENERAL PROVISIONS

1. Identification and Definitions.

<b>1.1. State Agency Name</b> NH Public Utilities Commission		<b>1.2. State Agency Address</b> 21 S. Fruit St., Suite 10, Concord, NH 03301-2429	
<b>1.3. Grantee Name</b> County of Sullivan, NH		<b>1.4. Grantee Address</b> 14 Main St., Newport, NH 03773	
<b>1.5. Effective Date</b> upon G&C approval	<b>1.6. Completion Date</b> December 31, 2013	<b>1.7. Audit Date</b>	<b>1.8. Grant Limitation</b> \$300,000.00
<b>1.9. Grant Officer for State Agency</b> Jack Ruderman		<b>1.10. State Agency Telephone No.</b> 603-271-2431	
<b>1.11. Grantee Signature</b> 		<b>1.12. Name &amp; Title of Grantee Signor</b> Greg Chanis, County Administrator	
<p><b>1.13. Acknowledgment:</b> State of _____, County of _____, on //, Before the undersigned officer, personally appeared the person identified in block 1.11., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.12., and acknowledged that <u>he</u> executed this document in the capacity indicated in block 1.12.</p>			
<b>1.13.1 Signature of Notary Public or Justice of the Peace</b>			
(Seal) 			
<p><b>1.13.2. Name and Title of Notary Public or Justice of the Peace</b> HEATHER M. BARKER, Notary Public My Commission Expires February 22, 2017 <i>Heather M. Barker, Notary</i></p>			
<b>1.14. State Agency Signature(s)</b>		<b>1.15. Name &amp; Title of State Agency Signor(s)</b> Amy L. Ignatius, Chairman, NHPUC	
<b>1.16. Approval by Attorney General (Form, Substance and Execution)</b>			
By: Assistant Attorney General, On: //			
<b>1.17. Approval by the Governor and Council</b>			
On: //			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project"). Except as otherwise specifically provided for herein, the Grantee shall perform the Project in the State of New Hampshire.

3. EFFECTIVE DATE: COMPLETION OF PROJECT.

3.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").  
3.2. Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in its entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").

4. GRANT AMOUNT; MANNER OF PAYMENT; LIMITATIONS.

4.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.  
4.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.  
4.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 4.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.  
4.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.  
4.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

5. SPECIAL CONDITIONS. Modifications to these General Conditions and any additional grant conditions shall be set forth in Exhibit C attached hereto.

6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all applicable statutes, regulations, and orders of federal, state, county, or municipal authorities that impose any legal obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.

7. RECORDS AND ACCOUNTS.

7.1. Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.  
7.2. Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. PERSONNEL.

8.1. The Grantee shall, at its own expense, contract for or provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.  
8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who is a State officer or employee, elected or appointed.  
8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. DATA; RETENTION OF DATA; ACCESS.

9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs or data, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.  
9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State, unless otherwise specified in Exhibit C.

10. CONDITIONAL NATURE OF AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. EVENT OF DEFAULT; REMEDIES.

11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):  
11.1.1. failure to perform the Project satisfactorily or on schedule; or  
11.1.2. failure to submit any report required hereunder; or  
11.1.3. failure to maintain, or permit access to, the records required hereunder; or  
11.1.4. failure to perform any of the other covenants and conditions of this Agreement.  
11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:  
11.2.1. give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and  
11.2.2. give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and  
11.2.3. set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and  
11.2.4. treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. TERMINATION.

12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.  
12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.  
12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.  
12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

13. CONFLICT OF INTEREST. No representative, officer, member or employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any contractor, subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its representatives, officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, worker's compensation or emoluments provided by the State to its employees.

15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State.

16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses

suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or its contractors, subcontractor, or subgrantee or other agent of the Grantee in the performance of the Project. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

17. INSURANCE AND BOND.

17.1. The Grantee shall, at its sole expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 statutory worker's compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 comprehensive general liability insurance for all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State. A certificate of insurance demonstrating compliance with subparagraphs 17.1 and 17.2 shall be attached to this Grant Agreement.

18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.

21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intend of the parties hereto.

22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

**EXHIBIT A**

**SCOPE OF SERVICES**

In exchange for receiving grant funds in the amount of \$300,000 from the New Hampshire Public Utilities Commission (PUC), County of Sullivan, NH (Sullivan County or Grantee) agrees to install, own and operate an advanced biomass combustion steam boiler with back pressure steam turbine/electric generator as a thermally-led cogeneration district energy system in the Sullivan County Complex. Specifically, Sullivan County agrees to:

1. Install, own and operate an advanced biomass combustion steam boiler with back pressure steam turbine/electric generator as a thermally-led cogeneration district energy system in the Sullivan County Complex.
2. Maintain the system and system components as recommended by the manufacturers and engineering specifications.
3. Use the biomass cogeneration and district heating system described in 1.) as a learning and educational tool for the greater Sullivan County and other county officials.
4. Provide the PUC reports as specified below in the section regarding "Deliverables."

Except as otherwise provided in this contract, the requirements set forth in the PUC's Request for Proposal dated February 1, 2012 and Grantee's Proposal dated February 29, 2012, are incorporated herein by reference as further defining the services to be rendered.

**DELIVERABLES**

The Grantee agrees to prepare and submit progress reports to the PUC, in a form and manner prescribed by the PUC. The first report will cover activities related to project design, development and construction up through December 31, 2012, with the report due February 1, 2013. The second report will cover the period from January 1, 2013 through June 30, 2013 with the report due August 1, 2013. The third report will cover the period from July 1, 2013 through December 31, 2013 with the report due February 1, 2014. All reports thereafter will be due on February 1<sup>st</sup> after the end of the preceding calendar year continuing throughout the life of the project, or at minimum ten (10) years. Any activities or benefits that occurred as a result of the grant not included in the scope of services should also be noted. All reports submitted after the installation of the advanced biomass combustion steam boiler with back pressure steam turbine/electric generator will provide data on the amount of wood chips combusted in the boiler (in tons) and Renewable Energy Certificates (RECs) produced, if any.

Grantee Initials KL  
 Date 2/24/12  
 Page 1 of 3

C.S

EXHIBIT B

GRANT AMOUNT, TERMS AND METHODS OF PAYMENT

1. This grant agreement commences upon approval by Governor and Council and concludes on December 31, 2013.
2. In consideration of the satisfactory performance of the obligations described in Exhibit A as determined by the State, the State agrees to pay County of Sullivan, NH (Grantee) an amount not to exceed \$300,000.
3. Grantee may invoice the PUC as obligations described in Exhibit A have been met but not to exceed once a month.
4. Invoices shall provide a detailed listing of expenses incurred. The basis for the invoices generated to the PUC shall reflect reimbursable transactions. Grantee will document expense transactions with appropriate back up including but not limited to, receipts, invoices, bills and other similar documents for all project partners, contractors and subcontractors. This includes expenses incurred by companies employed on construction projects funded through the grant. At a minimum, receipts must be provided documenting labor cost, labor overhead, material cost, material overhead, and capital expenditures for all partners, contractors and subcontractors.
5. Invoices will be reviewed and measured against the scope of services and approved by the Director of the Sustainable Energy Division or his designee.
6. Grantee agrees to provide economic data, to the extent possible, for activity performed during the project and after completion of the project, specifically noting the total jobs created from the project, if any.
7. The State agrees to make payment to the Grantee within 30 days from the receipt of approved invoices filed in compliance with this Exhibit and the General Provisions.
8. All obligations of the State, including the continuance of any payments, are contingent on the availability of funds derived from the Renewable Energy Fund pursuant to RSA 362-F:10.

Grantee Initials LC.  
 Date 7/24/12  
 Page 2 of 3

C.6.

EXHIBIT C

SPECIAL PROVISIONS

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Grantee Initials Le.  
Date 7/29/12  
Page 3 of 3

USDA  
Form RD 1942-47  
ev. 12-97)

LOAN RESOLUTION  
(Public Bodies)

FORM APPROVED  
OMB NO. 0575-0015

A RESOLUTION OF THE County Commissioners

OF THE Sullivan, County of

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING  
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Biomass Heat & Electricity 2012

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Sullivan, County of  
(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of  
3,200,000.00

pursuant to the provisions of NH Statutes, Annotated; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.



**Sullivan County  
Department of Corrections  
Update on  
Community Corrections Center**

July 24, 2012

Presented by:  
Ross L. Cunningham, Superintendent  
Kevin Warwick, Consultant

**Community Corrections Center**

- Opened in August of 2010
- Received Federal Rural Grant funding
  - October 2009 - \$260,879
- Received Second Chance Demonstration Grant
  - October 2010 - \$299,048
- Received Co-Occurring Disorder Grant
  - October 2010 - \$553,140
- New Hampshire Charitable Foundation
  - July 2012 - \$60,000
- Other smaller grants
  - \$50,000 2011-2012
- Second Chance Substance Abuse / Family grant
  - August 2012 - \$300,000

**TOTAL AMOUNT / GRANTS - \$1,523,067.00**

**Tracking Numbers**

We look at:

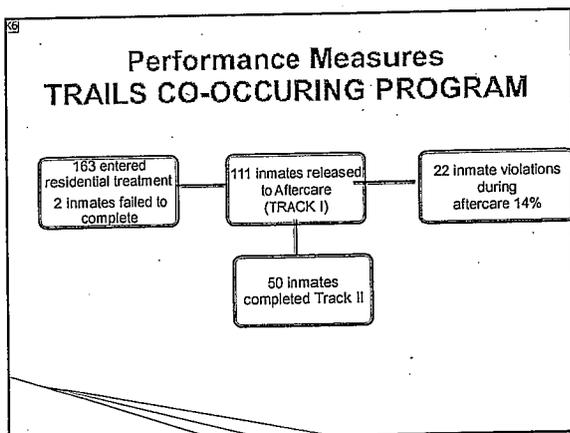
- Booking information from the DOC
- Probation and parole records
- Aftercare follow-up

**INMATE PROGRAM  
Participation Numbers**

- 165 Inmates are assessed
- 163 inmates have entered treatment
- 2 inmates did not enter treatment
- 113 Inmates in Track 1
  - 82 men and 31 women
- 50 Inmates in Track 2
  - 41 men and 9 women

  
 123  
**MEN**

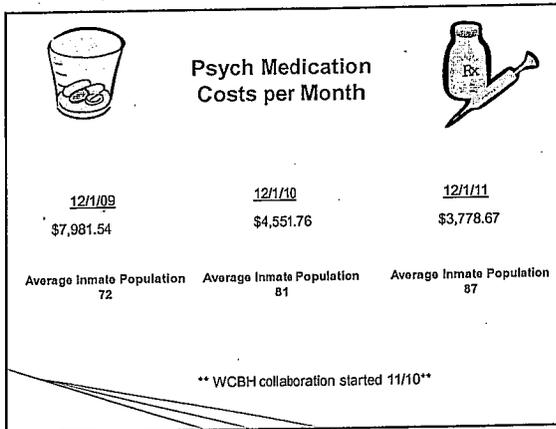
  
 40  
**WOMEN**



**Recidivism Comparison**

- Sullivan County 14%
- NH DOC 47%
- Carroll County 52%

- The recidivism rate for Sullivan County is based on those completing the TRAILS program
- The recidivism rates for the NH DOC and Carroll County are based on the entire population



### Electronic Monitoring

County costs for Pharmacy before EM

2010	2011	2012	Total
\$7,808	\$20,421	\$17,511	\$45,741

Pharmacy savings after movement to EM

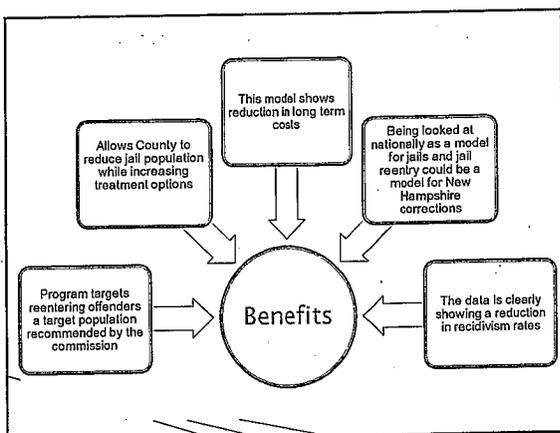
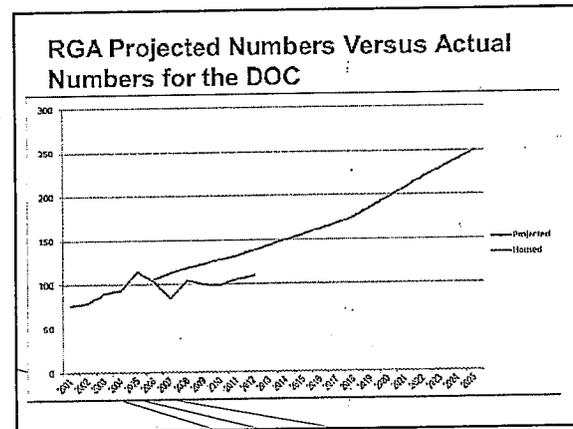
2010	2011	2012	Total
\$20,773	\$29,350	\$10,962	\$61,088

DOC General Revenue 3 year comparison

	2010	2011	2012
Estimated	\$45,000	\$30,000	\$30,000
Collected	\$29,482	\$27,523	\$34,646

### Projected Numbers

Year	RGA Projections	Actual
2009	123	100
2010	128	99
2011	132	105
2012	138	110



## Sullivan County TRAILS Program Exit Interview

We are in the process of evaluating the program and would like your input as we move forward. Outlined are a few questions we would like you to answer for us.

1. Tell us what was the most helpful to you as you went through the TRAILS program?

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2. While in the program at the DOC, what are some things that could be improved on including groups you attended, case management and the correctional environment?

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3. While in the DOC program, what programs and services would you add to make for a better transition back to the community?

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4. What were the biggest barriers to your success as you moved back to the community?

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5. What are some services as you moved back to the community that could have better provided you support during your transition to community living?

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June 2012

MEDICARE	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	233	8	332	11	270	9	62
REVENUE	\$128,316.87		\$151,884.05		\$135,000.00		\$16,884.05
AVERAGE RATE PER DAY	\$550.72		\$457.48		\$500.00		-\$42.52

PRIVATE	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	832	28	577	19	600	20	-23
REVENUE	\$196,360.00		\$143,165.00		\$147,000.00		-\$3,835.00
AVERAGE RATE PER DAY	\$236.01		\$248.12		\$245.00		\$3.12

MEDICAID	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	3,099	103	3,112	104	3,390	113	-278
REVENUE	\$446,844.81		\$444,082.40		\$488,804.10		-\$44,721.70
AVERAGE RATE PER DAY	\$144.19		\$142.70		\$144.19		-\$1.49
MCD Bed hold @ \$0.00			0				

HCBC (RESPIRE)	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	0	0	0	0	0
REVENUE	0		\$0.00		\$13.70		-\$13.70
AVERAGE RATE PER DAY	\$0.00		\$0.00				\$0.00

MANAGED CARE	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	30	1	0	0	30
REVENUE	\$0.00		\$10,500.00		\$0.00		\$10,500.00
AVERAGE RATE PER DAY	0		\$350.00		\$0.00		\$350.00

TOTAL	Jun 2011 Compare	Jun 2011 AVG CENSUS	Jun 2012 Actual	Jun 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
TOTAL CENSUS	4,164	138.8	4,051	135.0	0	142.0	
AVERAGE CENSUS	\$771,521.68		\$749,631.45		\$770,817.80		-\$21,186.35

MEDICARE B REVENUE	Jun 2011 Compare	Jun 2012 Actual	BUDGETED	VARIANCE
	\$27,308.75	\$46,650.09	\$41,622.74	\$5,027.35
	\$798,830.43	\$796,281.54	\$812,440.54	-\$16,159.00
TOTAL MONTHLY REVENUE VARIANCE				(\$16,159.00)

C2

Revenue Review thru 06/30/2012

		365 Days	DRAFT	ESTIMATE	
	Annual Budget	YTD Budget	YTD	Variance	
Medicaid	5,947,116	5,947,116	6,090,954	143,838	
Private	1,788,500	1,788,500	1,163,243	(625,257)	
Insurance	20,000	20,000	52,753	32,753	
Respite (HCBC)	5,000	5,000	3,324	(1,676)	
Medicaid Assessment	1,876,647	1,876,647	1,406,393	(470,254)	
Medicare Part B (Total)	506,410	506,410	551,357	44,947	
Medicare Part A	1,642,500	1,642,500	1,298,005	(344,495)	
Proshare	598,052	598,052	987,335	389,283	Paid at end of FY
Net Variance from Operations				(830,861)	
Misc Income	15,000	15,000	24,168	9,168	
Laundry	85,000	85,000	77,262	(7,738)	
Cafeteria	15,000	15,000	18,429	3,429	
Meals	339,164	339,164	339,164	-	
Prior Year ARRA adj			(394)	(394)	
Total Revenue	12,838,389	12,838,389	12,011,993	(826,397)	

C3

Sullivan County Nursing Home  
Quarterly Resident Census

Resident Census - FY 12

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE	CARE		DAYS		FILLED		
Jul-11	4836	3559	84.88%	513	12.23%	112	2.67%	7	0.17%	0	0.00%	2	0.05%	4193	86.70%
Aug-11	4836	3595	86.46%	525	12.63%	30	0.72%	5	0.12%	0	0.00%	3	0.07%	4158	85.98%
Sep-11	4680	3462	87.12%	419	10.54%	89	2.24%	0	0.00%	0	0.00%	4	0.10%	3974	84.91%
1ST QUARTER	14,352	10,616	86.10%	1,497	11.82%	231	1.87%	12	0.10%	0	0.00%	9	0.07%	12,325	85.88%
Oct-11	4836	3512	82.83%	432	10.19%	294	6.93%	0	0.00%	0	0.00%	2	0.05%	4240	87.68%
Nov-11	4680	3380	81.98%	409	9.92%	333	8.08%	0	0.00%	0	0.00%	1	0.02%	4123	88.10%
Dec-11	4836	3518	82.10%	425	9.92%	340	7.93%	0	0.00%	0	0.00%	2	0.05%	4285	88.61%
2ND QUARTER	14,352	10,410	82.31%	1,266	10.01%	967	7.65%	0	0.00%	0	0.00%	5	0.04%	12,348	88.13%
Jan-12	4836	3460	82.58%	445	10.62%	273	6.52%	0	0.00%	12	0.29%	0	0.00%	4190	86.64%
Feb-12	4524	3243	82.25%	460	11.67%	239	6.06%	0	0.00%	0	0.00%	1	0.03%	3943	87.16%
Mar-12	4836	3413	80.61%	544	12.85%	252	5.95%	6	0.14%	16	0.38%	3	0.07%	4234	87.55%
3RD QUARTER	14,196	10,116	81.80%	1,449	11.72%	764	6.18%	6	0.05%	28	0.23%	4	0.05%	12,367	87.12%
Apr-12	4680	3248	80.72%	513	12.75%	230	5.72%	0	0.00%	30	0.75%	3	0.07%	4024	85.98%
May-12	4836	3333	80.49%	539	13.02%	236	5.70%	0	0.00%	31	0.75%	2	0.05%	4141	85.63%
Jun-12	4680	3110	76.77%	577	14.24%	332	8.20%	0	0.00%	30	0.74%	2	0.05%	4051	86.56%
4TH QUARTER	14,196	9,691	78.33%	1,629	13.34%	798	6.54%	0	0.00%	97	0.74%	7	0.06%	12,316	86.05%
<b>FY '12 TOTAL</b>	<b>57,096</b>	<b>40,833</b>	<b>82.40%</b>	<b>5,801</b>	<b>11.71%</b>	<b>2,760</b>	<b>5.57%</b>	<b>18</b>	<b>0.04%</b>	<b>119</b>	<b>0.24%</b>	<b>25</b>	<b>0.05%</b>	<b>49,556</b>	<b>86.79%</b>
<b>YTD AVG.</b>		<b>111.6</b>		<b>15.8</b>		<b>7.5</b>		<b>0.0</b>		<b>0.3</b>		<b>0.1</b>		<b>135.4</b>	

Avg  
Census

134.0

137.5

12=HMO/MRA Replaced

135.9

30 = INS

30 = INS

134.2

Resident Census - FY 11

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE	CARE		DAYS		FILLED		
Jul-10	4836	3457	79.69%	588	13.55%	280	6.45%	11	0.25%	0	0.00%	2	0.05%	4338	89.70%
Aug-10	4836	3500	79.20%	570	12.90%	349	7.90%	0	0.00%	0	0.00%	0	0.00%	4419	91.38%
Sep-10	4680	3489	81.84%	587	13.77%	182	4.27%	0	0.00%	2	0.05%	3	0.07%	4263	91.09%
1ST QUARTER	14,352	10,446	80.23%	1,745	13.40%	811	6.23%	11	0.08%	2	0.02%	5	0.04%	13,020	90.72%
Oct-10	4836	3577	80.96%	660	14.94%	178	4.03%	0	0.00%	0	0.00%	3	0.07%	4418	91.36%
Nov-10	4680	3508	82.15%	574	13.44%	186	4.36%	0	0.00%	0	0.00%	2	0.05%	4270	91.24%
Dec-10	4836	3607	82.09%	596	13.56%	188	4.28%	0	0.00%	0	0.00%	3	0.07%	4394	90.86%
2ND QUARTER	14,352	10,692	81.73%	1,830	15.98%	552	4.22%	0	0.00%	0	0.00%	8	0.06%	13,082	91.15%
Jan-11	4836	3700	82.41%	576	12.83%	213	4.74%	0	0.00%	0	0.00%	1	0.03%	3981	91.14%
Feb-11	4368	3201	80.41%	536	13.46%	243	6.10%	0	0.00%	0	0.00%	3	0.07%	4170	86.23%
Mar-11	4836	3356	80.48%	640	15.35%	171	4.10%	0	0.00%	0	0.00%	5	0.04%	4174	90.10%
3RD QUARTER	14,040	10,257	81.14%	1,752	15.86%	627	4.96%	0	0.00%	0	0.00%	8	0.06%	12,764	90.10%
Apr-11	4680	3183	77.41%	656	15.95%	261	6.35%	9	0.22%	0	0.00%	3	0.07%	4112	87.86%
May-11	4836	3227	75.31%	756	17.64%	291	6.79%	9	0.21%	0	0.00%	2	0.05%	4285	88.61%
Jun-11	4680	3099	74.42%	832	19.98%	233	5.60%	0	0.00%	0	0.00%	0	0.00%	4164	88.97%
4TH QUARTER	14,196	9,509	76.70%	2,244	17.86%	785	6.24%	18	0.14%	0	0.00%	5	0.04%	12,561	88.48%
<b>FY '11 TOTAL</b>	<b>56,940</b>	<b>40,904</b>	<b>79.73%</b>	<b>7,571</b>	<b>14.76%</b>	<b>2,775</b>	<b>5.41%</b>	<b>29</b>	<b>0.06%</b>	<b>2</b>	<b>0.00%</b>	<b>23</b>	<b>0.04%</b>	<b>51,304</b>	<b>90.10%</b>
<b>YTD AVG.</b>		<b>112.1</b>		<b>20.7</b>		<b>7.6</b>		<b>0.1</b>		<b>0.0</b>		<b>0.1</b>		<b>140.6</b>	

Avg  
Census

141.5

142.2

140.5

138.0

Note: This report includes only the selection criteria listed below.  
 Effective Date From 6/1/2012 Thru 6/30/2012

Status: All  
 Sort: AR Type

G.Y.

**Summary Admission / Discharge Report**

Sullivan County Health Care (SC)  
 Admissions (Includes Readmits)

Page 1 of 2  
 07/24/2012 10:28 AM  
 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
MCD	4 Nursing home	1	0	0
	EX Expired	0	0	3
	HM Home	0	0	1
	HP Hospital	0	0	2
	<i>MCD Subtotal</i>	<u>1</u>	<u>0</u>	<u>6</u>
MRA	5 Acute care hospital	4	2	0
	HM Home	0	0	2
	HP Hospital	2	1	2
	NH Nursing Home	0	0	0
	<i>MRA Subtotal</i>	<u>6</u>	<u>3</u>	<u>4</u>
PVT	5 Acute care hospital	0	0	0
	EX Expired	0	0	1
	HM Home	0	1	0
	HP Hospital	0	0	1
	<i>PVT Subtotal</i>	<u>0</u>	<u>1</u>	<u>2</u>
<i>Total</i>		<u>7</u>	<u>4</u>	<u>12</u>

Note: This report includes only the selection criteria listed below.  
 Effective Date From 7/1/2011 Thru 6/30/2012

Status: All

Sort: AR Type

05

**Summary Admission / Discharge Report**

Sullivan County Health Care (SC)

Admissions (Includes Readmits)

Page 1 of 2  
 07/24/2012 10:28 AM  
 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	HM Home	0	3	3
	<i>HCB Subtotal</i>	0	3	3
INS	5 Acute care hospital	1	0	0
	HM Home	0	0	1
	<i>INS Subtotal</i>	1	0	1
MCD	2 Private home/apartme	3	0	0
	4 Nursing home	1	0	0
	5 Acute care hospital	0	1	0
	AL Assisted Living	0	1	2
	EX Expired	0	0	20
	HM Home	0	0	1
	HP Hospital	0	6	34
	NH Nursing Home	0	0	2
	<i>MCD Subtotal</i>	4	8	59
MRA	1 Private home/apartme	2	0	0
	2 Private home/apartme	1	0	0
	4 Nursing home	2	0	0
	5 Acute care hospital	30	9	0
	EX Expired	0	0	5
	HM Home	0	0	20
	HP Hospital	5	30	8
	NH Nursing Home	0	0	0
	<i>MRA Subtotal</i>	40	39	33
PVT	1 Private home/apartme	5	0	0
	2 Private home/apartme	5	0	0
	5 Acute care hospital	2	0	0
	AL Assisted Living	0	0	0
	EX Expired	0	0	7
	HM Home	1	1	2
	HP Hospital	0	0	5
	<i>PVT Subtotal</i>	13	1	14
<i>Total</i>		58	51	110

## Interim Aged Analysis

7/24/2012 10:12AM  
AR6200B

Sullivan County Health Care (SC)

For the Month of June, 2012

### Interim Aged Analysis Summary

Type Balance	Jun/	May	Apr/	Mar/	Feb/	Jan/	Dec/	Nov/	Oct/	Sep/	Aug/	Jul/	Jun/	Balance
HCB				981.92							801.60	1,122.24	377.60	3,283.38
INS	34,303.42	33,804.07	17,608.31	19,548.48	9,330.60	10,168.95	3,814.02	3,585.57	5,810.33	1,408.32	1,256.00	688.84	26,637.03	166,543.92
MCD	348,524.76	19,755.59	18,217.78	12,792.51	16,664.39	15,442.93	18,719.62	4,077.01	8,856.02	4,544.01	15,248.18	1,804.01	81,521.17	564,887.98
MRA	117,926.55	27,925.44	12,414.59	7,824.77	13,295.85	80.07							4,271.94	174,875.33
MRB	37,320.60	6,811.54	3,104.89	225.70	439.42	1,124.12	644.98	2,043.35	1,814.43	1,241.24	147.10	50.03	28,881.80	83,528.18
MXA	11,545.73	4,880.28	2,649.50	19.00	19.00	5,472.00	3,350.54	1,415.00	598.00				18,447.78	46,320.83
MXB	3,871.34	3,570.44	517.85	656.30	422.81	156.26	575.72	499.17	19.81	93.78	157.73	187.99	9,095.38	15,550.48
PVT	54,607.39	29,954.22	29,320.06	21,562.68	1,804.52	1,939.48	3,618.00	19,559.02	12,907.55	11,808.50	6,745.22	4,605.05	165,328.65	380,045.30
RES	2,928.94	6,184.15	2,584.72	3,792.71	354.60	836.04	21.98	1,469.84	2,702.65	7.48	1,479.05	51.13	6,724.25	11,428.62
PHC													375.00	375.00
HST													100.00	100.00
	610,728.73	120,417.43	80,202.54	65,833.45	36,738.53	35,198.85	30,498.88	32,628.96	32,108.59	18,888.83	25,518.42	7,831.06	328,444.72	1,425,048.98
	43%	8%	6%	5%	3%	2%	2%	2%	2%	1%	2%	1%	23%	100%

ID #	Write Offs June 2012 Supplemental			Totals
				138,712.80
2557				
	February, 2008	RES	649.02	
	April, 2008	RES	733.84	1,382.86
2351				
	November, 2009	INS	267.00	267.00
2397				
	August, 2007	MXB	232.72	
	September, 2007	MRB	498.39	
		MXB	124.60	
	February, 2008	MXB	297.53	
	August, 2008	MRB	107.20	
		MXB	137.99	
	October, 2008	MRB	115.26	
		MXB	28.85	1,542.54
2300				
	April, 2005	MXB	46.27	46.27
2646				
	April, 2009	MXB	94.27	
	May, 2009	MXB	114.76	
	July, 2009	MXB	176.24	
	February, 2011	MRB	43.43	428.70
	April, 2009	MXB	217.11	217.11
2713				
	October, 2009	MXB	816.28	816.28
2566				
	April, 2008	MCD	479.71	
		MRB	132.38	612.09
2335				
	July, 2008	HCB	405.12	405.12
1796				
	April, 2007	MRB	326.29	
		MXB	81.60	
	June, 2010	MCD	11.10	
	July, 2010	MCD	11.10	
	August, 2010	MCD	11.10	
	September, 2010	MCD	11.10	
	October, 2010	MCD	11.10	
	November, 2010	MCD	11.10	
	December, 2010	MCD	11.10	485.59
2519				
	November, 2007	INS	62.31	
		MRB	147.97	
	December, 2007	INS	86.67	
		MRB	346.55	
	February, 2008	MRB	44.26	687.76
2691				
	June, 2009	HST	100.00	100.00
2705				
	May, 2010	MCD	2,435.47	2,435.47

ID #	Write Offs June 2012 Supplemental			Totals
2407				
	April, 2006	MRB	222.56	
	November, 2006	INS	58.75	
	June, 2007	MRA	124.12	
	August, 2007	MCD	248.00	
		MXB	347.96	1,001.39
2535				
	November, 2007	MXA	905.46	
	December, 2007	MXA	935.64	
	July, 2008	MCD	1,236.56	
	May, 2010	MXB	533.34	
	June, 2010	MXB	949.61	
	July, 2010	MXB	1,075.08	
		RES	1,414.05	
	August, 2010	RES	1,414.05	
	September, 2010	RES	1,414.05	
	October, 2010	RES	687.05	10,564.89
2440				
	January, 2007	MXB	302.02	302.02
2437				
	December, 2006	INS	19.35	
		MRB	77.36	
	February, 2007	INS	134.67	
		MRB	538.57	769.95
2475				
	April, 2007	INS	133.63	
		MRB	534.67	668.30
2231				
	October, 2005	MRA	118.94	118.94
2235				
	August, 2004	INS	77.61	77.61
2618				
	July, 2009	MXB	99.59	99.59
2672				
	April, 2009	INS	133.50	
	May, 2009	PVT	820.00	953.50
2639				
	June, 2009	MRB	64.03	64.03
2490				
	May, 2008	INS	52.60	
	January, 2009	INS	31.89	
	February, 2009	INS	240.45	
	March, 2009	INS	48.09	373.03
2354				
	October, 2005	MCD	387.66	387.66
1190				
	September, 2004	MCD	3,748.50	3,748.50

ID #	Write Offs June 2012 Supplemental			Totals
2553				
	December, 2007	MCD	824.07	
		MRB	318.10	1,142.17
2763				
	July, 2010	RES	543.76	543.76
2492				
	November, 2007	MCD	140.81	140.81
2233				
	January, 2007	MCD	25.00	
		MRB	115.27	140.27
2442				
	August, 2006	MRB	337.80	
		MXB	84.45	422.25
2501				
	November, 2008	MCD	3,864.25	3,864.25
2156				
	October, 2004	INS	57.63	
	November, 2004	INS	36.69	
	October, 2005	INS	82.73	
	November, 2005	INS	54.49	
		MRB	217.97	
	June, 2006	INS	123.59	
	July, 2006	INS	40.44	
	December, 2006	INS	107.88	
	January, 2007	INS	106.97	
		MRB	95.38	923.77
2677				
	July, 2009	RES	368.00	368.00
2456				
	May, 2008	MRA	155.96	
	June, 2008	INS	91.29	
		MRB	365.14	
	July, 2008	PVT	90.00	702.39
2518				
	July, 2007	MXA	2,728.00	
	August, 2007	MXA	3,189.50	
	September, 2007	MCD	466.98	6,384.48
2552				
	December, 2007	MRA	509.55	509.55
2473				
	January, 2007	MRB	173.56	
		PVT	43.40	216.96
2435				
	July, 2006	INS	357.00	357.00
2128				
	February, 2007	MCD	281.62	
		MRB	123.12	
		MXB	30.80	435.54
2244				
	January, 2005	MRB	82.27	82.27

ID #	Write Offs	June 2012 Supplemental		Totals
1999	January, 2007	MXB	150.97	150.97
2495	March, 2007	INS	63.30	
		MRB	2.47	
	September, 2007	INS	168.71	
		MRB	34.14	
	October, 2007	INS	0.43	
		MRB	1.88	
	February, 2008	PVT	195.00	465.93
2301	April, 2005	MCD	156.00	
	June, 2007	MRB	202.92	
		MXB	107.35	
	July, 2007	MRB	95.14	
		MXB	204.61	
	August, 2007	MRB	50.70	
		MXB	295.36	1,112.08
2634	January, 2009	MRA	393.37	393.37
2717	October, 2009	MXB	128.45	
	April, 2011	MRB	525.66	
		MXB	131.39	785.50
1668	November, 2005	MRB	45.04	
	December, 2007	MRB	83.32	128.36
2756	February, 2011	MXA	1,500.00	
	March, 2011	MXA	837.80	2,337.80
2660	March, 2009	MRB	1,046.22	
		MXB	261.62	1,307.84
2226	January, 2006	MCD	1,475.35	
	February, 2006	MCD	482.00	
		MXB	197.98	
	March, 2006	MCD	1,306.29	
		MXB	22.52	
	April, 2006	MCD	62.44	
	September, 2006	MRB	89.44	
		MXB	22.36	
	October, 2006	MRB	631.39	
		MXB	157.84	
	January, 2007	MRB	220.16	
		MXB	55.04	
	March, 2008	MRB	97.86	
		MXB	24.46	
	April, 2008	MRB	398.11	
		MXB	99.53	5,342.77
2796	November, 2010	MXA	412.50	412.50
2336	November, 2005	INS	114.00	114.00

Appendix H.5

ID #	Write Offs June 2012 Supplemental			Totals
2255				
	September, 2004	MCD	288.00	
	April, 2005	MCD	195.00	
	November, 2005	MXB	47.25	
	March, 2006	MRB	65.52	
	January, 2007	MCD	0.03	
		MXB	112.88	
	January, 2008	MCD	28.00	
	February, 2008	MCD	28.00	
	March, 2008	MCD	28.00	
	April, 2008	MCD	28.00	
	May, 2008	MCD	28.00	
	June, 2008	MCD	28.00	
	July, 2008	MCD	28.00	
	August, 2008	MCD	28.00	
		MRB	70.20	
	September, 2008	MCD	28.00	
	October, 2008	MCD	28.00	
	November, 2008	MCD	28.00	
	December, 2008	MCD	28.00	1,114.88
1905				
	August, 2004	MCD	74.95	
	January, 2006	MRB	74.80	
		MXB	128.23	
	October, 2006	MXA	468.00	
	November, 2006	MXA	468.00	
	December, 2006	MCD	140.81	
	January, 2007	MRB	80.90	
	September, 2008	MRB	1,967.88	
		MXB	492.03	
	September, 2010	MCD	516.00	
	October, 2010	MCD	516.00	4,927.60
2175				
	July, 2004	INS	162.03	162.03
2172				
	August, 2004	MRB	35.34	35.34
2283				
	January, 2005	INS	652.90	
		MRB	41.57	694.47
2579				
	April, 2008	MRB	873.79	
		MXB	218.43	
	September, 2008	MRB	145.21	
		MXB	36.30	
	December, 2008	MRB	60.64	
		MXB	57.16	1,391.53
1913				
	February, 2006	INS	22.52	
		MRB	90.08	112.60
2468				
	December, 2006	MXA	238.00	238.00
2614				
	September, 2008	INS	384.00	384.00
2537				
	October, 2007	INS	104.12	
		MRB	416.26	520.38

ID #	Write Offs June 2012 Supplemental			Totals
2256	September, 2004	MXA	109.50	109.50
2334	May, 2006	MCD	86.22	
	July, 2007	INS	396.62	
		MRB	1,586.52	
	August, 2007	INS	136.98	
		MRB	76.70	
	September, 2007	MRB	4.72	
		MXB	1.18	
	October, 2007	MRB	2.00	
	June, 2008	MRB	17.15	
	July, 2008	INS	179.30	
	February, 2010	MRB	5.05	
	March, 2010	MRB	0.24	2,492.68
2679	April, 2010	PVT	3,450.00	
	May, 2010	PVT	6,665.00	
	June, 2010	PVT	6,450.00	
	July, 2010	PVT	7,285.00	
	August, 2010	PVT	7,285.00	
	September, 2010	PVT	1,175.00	
		RES	697.64	
	October, 2010	RES	697.64	
	November, 2010	RES	697.64	34,402.92
2426	May, 2008	MRB	345.89	
		MXB	86.46	
	June, 2008	MXB	188.92	621.27
2344	April, 2007	MCD	3,660.58	
		MRB	2.20	3,662.78
2084	June, 2006	INS	13.93	
		MRB	55.72	
	January, 2008	MCD	53.97	
	February, 2008	INS	145.32	
		MCD	53.97	
		MRB	581.31	
	March, 2008	MCD	53.97	
	April, 2008	MCD	53.97	
	May, 2008	MCD	53.97	
	June, 2008	MCD	53.97	
	July, 2008	INS	2.52	
		MCD	53.97	
	August, 2008	MCD	53.97	1,230.56
2280	September, 2008	MRB	67.56	
		MXA	1,792.00	
		MXB	16.89	1,876.45

ID #	Write Offs	June 2012 Supplemental		Totals
2824	April, 2011	MXA	737.50	737.50
2406	July, 2008	MRB	102.90	
		MXB	25.73	128.63
1760	October, 2005	MXB	55.28	55.28
2380	August, 2006	MRB	62.75	62.75
2396	April, 2006	MCD	825.06	825.06
2224	February, 2005	MRB	45.30	
	January, 2006	MRB	39.42	
	December, 2008	MXA	384.00	468.72
2379	January, 2006	INS	833.00	833.00
2471	September, 2009	PVT	3,942.36	
	October, 2009	PVT	1,798.92	5,741.28
2858	June, 2011	PVT	137.50	137.50
2076	September, 2008	INS	146.70	
		MRB	586.89	
	July, 2009	INS	133.49	
	July, 2010	INS	44.10	
	August, 2010	INS	268.19	1,179.37
2312	March, 2006	MRB	398.66	
		MXB	99.67	
	April, 2006	MRB	474.03	
		MXB	118.51	
	March, 2008	MRB	339.29	
		MXB	84.83	1,514.99
2689	July, 2009	INS	801.00	801.00
2623	October, 2008	MXA	1,152.00	
	November, 2008	MXA	2,432.00	3,584.00
2504	May, 2007	MRB	24.88	
		MXB	266.17	291.05

ID #	Write Offs	June 2012 Supplemental		Totals
2784				
	October, 2010	MCD	3,126.62	
		PVT	748.38	
	November, 2010	MCD	1,516.11	
	December, 2010	MCD	136.28	
	January, 2011	MCD	156.71	
	February, 2011	MCD	156.71	5,840.81
1872				
	March, 2007	MCD	563.24	563.24
2767				
	February, 2011	MRB	76.34	
		MXB	19.09	95.43
2653				
	October, 2009	MXA	662.62	
	December, 2009	PVT	267.00	929.62
2602				
	August, 2008	MRA	221.88	
	March, 2011	MRB	0.01	221.89
2466				
	November, 2006	INS	196.55	
	December, 2006	INS	0.02	
	January, 2007	INS	586.77	
	March, 2007	INS	0.54	
	April, 2007	INS	20.87	
		MRB	82.38	
	May, 2007	INS	8.32	895.45
2735				
	February, 2010	MXA	687.50	687.50
2439				
	October, 2006	MCD	704.05	
	April, 2008	MRB	80.16	
		MXB	20.04	
	September, 2008	MRB	797.32	
		MXB	199.38	1,800.95
				138,712.80

**Motion to establish**

Establish a Capital Reserve Fund, under the provisions of RSA 35:1, for the construction, reconstruction or acquisition of County owned infrastructure or the acquisition of equipment and vehicles.

**Motion to fund**

Motion to approve a supplemental appropriation in the amount of \$477,009 to be added to the Sullivan County Capital Reserve Fund previously established. This sum to come from the June 30, 2012 Unreserved Fund balance

**Proposed Public Hearing Dates**

9/6, 9/12, 9/18

## Project Understanding

The Design/Build Team of Woodard & Curran, Bancroft Contracting Corp., Mohlin & Co., MB Mechanical, and Thermal Systems, Inc. (Hurst Boiler representative) acknowledge and understand the intent of the Sullivan County Complex Biomass Boiler project released under the Request for Proposal dated May 4, 2012 to be completed at the Nursing Home Drive Complex with a target completion date of August 1, 2013. Our team has prepared the following response with a not-to-exceed target price based on the specifications set forth in the RFP and site documents provided, mandatory site walk through on Tuesday, May 15, 2012, and subsequent site visits on May 31, 2012, June 8, 2012, June 11, 2012, and project interview on July 12, 2012. The overall goal of the project is to offset the majority of the fuel oil based heating thermal load for the facilities with a biomass boiler for base load conditions while maintaining the existing systems for emergency backup and peak load conditions.

The Project includes a biomass boiler, district heating system, and steam turbine generator for offset electrical at the Nursing Home.

It is understood that the scope of services, price, and expectations the Design/Builder will be responsible for includes system design, completing environmental permits, building permits, installation and construction, project oversight, commissioning, training, and final documentation packages.

The scope and proposal will be separated as per the tasks identified in the RFP and subsequent addendums:

- Biomass Combustion System
- Boiler Housing and Chip Storage Building
- Backpressure Steam Turbine/Generator
- Steam and Condensate Piping and Building Interconnection
- Additional Alternate pricing is to be provided for;
  - #1 – Installation of New 2.5 MMBTU/HR (80 HP) Boiler in Biomass Plant
  - #2 – Interconnecting Nursing Home steam distribution systems to kitchen and dining room make-up units
  - #3 – Connection of the Ahern Building to the biomass steam distribution system with increased heat exchanger size and connection capabilities to allow connection to the Carpentry Shop / Tractor Barn at a future date by the County. Connection point only, material and installation is not included and the responsibility of the County.

It is understood that all environmental air permits will be in process during the project design phase and construction. It will be the responsibility of the Design Builder to obtain the required civil / site permitting and local building permits. Permits will not be in place at the beginning of the project. Typically the permitting process is six months in duration and completed prior to beginning the detail design. However, due to the schedule for this project, the permitting will be addressed first; with engineering commencing when the permits attain a level of comfort and acceptance by the agencies involved. Any changes, delays, or issues with the permitting process may impact the design engineering and construction activities or schedule. It is assumed that

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Sullivan County has made contact with the appropriate State and Federal agencies and gained initial support of the project.

### Project Description

Woodard & Curran will lead a Design/Build team that consists of industry leaders and regional firms that provide exceptional expertise in their respective fields. Our team used this experience to provide a value-added engineered project solution to best meet Sullivan County's needs. We used the information from the RFP and site walk through to begin the process while utilizing our biomass boiler, site planning, construction, and Operations & Management expertise to develop a sustainable solution plan that meets current needs while anticipating future requirements.

Our team took into account current demands as well as potential future needs to develop the proposed design. Our proposed biomass truck routing will minimize delivery truck traffic impact on the complex while providing sufficient space to maneuver trucks, along with ample expansion possibilities for future boilers, fuel storage or new facilities. We have provided an access entry ramp to allow the drivers to enter and exit in a loop to remove the need to turnaround. This approach saves on paving and site preparation.

Our approach to the project and entire site lays a solid foundation for a flagship Biomass Facility as a renewable, green energy site and aligns Sullivan County to continue to be a leading edge commission within the State of New Hampshire for future projects.

Our team feels confident that our approach and solution is not only appropriately sized and designed to reduce the complex's dependency on fuel oil but will ultimately eliminate it.

### Base Bid – Project Approach

#### **PERMITTING**

Permitting for the project is expected to include a number of Federal, State and Local permits, depending on the final design of the Biomass Facility and its location and appurtenances on the site. Among the permits anticipated are:

- Boiler Operation Permit;
- Building and Construction Permits;
- Federal NEPA Compliance, including State Division of Historical Resources Office approval under Section I06 of the Historic Preservation Act;
- Storm Water Management Plan;
- NPDES determination for construction disturbance;
- Erosion & Sedimentation Control Plan and;
- Compliance with Alteration of Terrain Permit affected by Paving Project

While the specific permit requirements, procedures and timelines can only be established once preliminary engineering design plans are prepared, we have developed a permitting approach and strategy that our experience indicates will guide the project to a successful permit outcome and contribute to a streamlined permit process. It affords Sullivan County with a roadmap of the permit process, including critical milestones at each key point in the Design/Build process.

Air permitting is to be handled by others and is not included in Woodard & Curran's scope.

It is our understanding that as a government entity, Sullivan County is not subject to Local Planning Board or Zoning Board review and approval for the proposed boiler plant expansion on the County campus complex.

As a general approach that Woodard & Curran follows for many of our wetlands and resource permits, we will incorporate in our Design/Build program a step for applicable "pre-application" meetings with the appropriate local, state and federal regulators. These meetings are held prior to submittal of the respective agency applications and are designed to ensure that the regulators are informed about the project plans and all applicable issues are addressed, as well as flagging any requirements from the regulators. This will minimize issues arising during the permit review process that could delay a permit or otherwise impact the project schedule. It also affords us the opportunity to establish a better estimate of how long the agency will take to complete its review and issue a permit. By taking this proactive step, the Woodard & Curran project team will effectively manage the permit process to its successful conclusion within the schedule established.

For projects that cannot avoid disturbance to wetlands resources, if discovered, mitigation measures would be required to minimize adverse impacts and provide adequate "Best Management Practices" (BMP) for the utility work that is required. In this case, we would follow the guidance of the NHDES BMP for utility work issued in January 2010. In addition, we would incorporate other site design and construction practices to manage stormwater runoff and limit sedimentation to minimize impacts to the resource area, thereby facilitating the agency reviews and permit approvals for the project.

As part of the permitting process, Woodard & Curran will develop a "Permit Memorandum" that identifies the applicable environmental permits, the agencies having jurisdiction over those permits, a timeline of when the permit applications will be submitted and the expected agency review and approval time to issue a permit that meets the project schedule. Following review and comment by the County, we will incorporate this Permit Memorandum into the project schedule and implementation plan. In addition, we will periodically call and meet with agency staff, as necessary, to ensure that the permit review is proceeding on schedule. In addition to the Pre-application Meetings described here, we will support Sullivan County and the project by meeting with applicable agencies, boards and committees to make presentations, address questions that arise and coordinate among the agencies so that the required permits are obtained within the project schedule.

For the review under Section 106 Historic Preservation Act, a NEPA Environmental Assessment (EA) and Finding of No Significant Impact (FONSI) will be performed. This is also required under the ACOE permit approval. We propose an approach that will address the campus' status determined by the NH Division of Historic Resources (DHR) as a property eligible for listing on the National Register of Historic Properties. It is our understanding that the County is preparing a Historic Review of the campus and its buildings with a NH Historic District Area Form to be submitted. This inventory and review will identify the potential historic resources on the campus and serve as a guide to the project in terms of its architectural design of the new biomass facility. To meet the NEPA guidelines and gain NHDHR review and approval under

Section 106, we will submit preliminary design plans to NHDHR for review and comment and work with the agency to ensure that the design and exterior façade of the new biomass facility is compatible and consistent with the campus setting and surrounding structures identified in the Historic Resources review underway at present. The NHDHR will offer their comments on the submitted plans within 30 days; and, if necessary, we will meet with agency staff to review the plans in order to ensure a compatible design and avoid delays. The goal of the project is to integrate the new Biomass Facility to the overall architectural setting and significance of the campus that have been identified by the county and state.

**SITE PLANNING AND LAYOUT**

Our team agrees that the proposed biomass boiler building location is ideal and allows acceptable truck routing. The location also takes advantage of the elevation drop from the truck unloading point to the boiler room floor. This allows the fuel storage bin to be located below grade for easy unloading.

Our proposed site layout provides a continuous loop for truck access and routing. The amount of excavating was minimal and reduced the amount of pavement by allowing the trucks to enter directly without the need to turn around. Our plan includes a reconstructed exit from the biomass boiler area to the east through the Ahern parking lot. This provides a loop and will reduce the amount of turns, noise, and time required for the delivery trucks to be on the campus. The entrance for chip truck deliveries follows the main campus entrance south passing in front of the corrections building up the ramp next to the Ahern Building. Protective bollards will be installed next to the existing backup generator for the Ahern Building. Chip truck deliveries will arrive at the biomass building via the new entrance. Trucks will turn east and maneuver into position at one of the two wood chip delivery doors, which face east on the building. Once in position, the trucks, utilizing internal trailer "walking floors", will unload the chip deliveries into a recessed wood chip bin below grade with approximately 350 cubic yard capacity or more. Upon delivering their load, chip trucks will navigate out of the facility to the east, where they will follow the exit route to the Ahern Building parking lot, exiting via the existing roadway. It is expected that the new Biomass Facility will receive two to four trucks per day with one 150-hp boiler operating. Our proposed layout will minimize impact on the existing site while maximizing available space; leaving a large amount of land where the former Dairy Barn was located for future use. The newly constructed roads will be designed to local standards and load requirements and will be paved for dust control.

**GENERAL SITE CONSIDERATIONS**

Grading, drainage, stormwater management, erosion and sediment control and re-vegetating disturbed areas will be incorporated into our civil design plans to be executed during construction. A minimum of 4-inches of quality loam and county-approved grass seed will be applied to all non-roadway surfaces impacted by construction. Roadway signage and striping for the proposed access roads and realigned intersection will be designed to meet AASHTO guidance, as will way-finding for biomass fuel deliveries. Stormwater management features will be designed in accordance with NHDES BMP guidelines to meet the requirements of the Alteration of Terrain permit. Geotechnical and material testing will be performed and include the following scope of services; DigSafe, monitoring the drilling activities, laboratory testing of representative soil samples, engineering evaluations and preparation of the geotechnical engineering report. The scope of services includes the proposed boiler building and stack. It is

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anticipated that construction materials testing would consist of compaction testing of backfill and foundation concrete.

Upon investigation of the site permits and preliminary design, it has been found that due to the parking lot paving project originally planned for 2012, the biomass project must comply with the alteration of terrain (AoT) permit which requires stormwater runoff treatment. Stormwater management features will be designed in accordance with NHDES BMP guidelines to meet the requirements of the Alteration of Terrain permit

### **BIOMASS BOILER BUILDING**

The Biomass Boiler Building will consist of the following systems and equipment:

- Biomass gasification system
- Fuel handling system
- Flue gas breaching and treatment system (dust collector)
- Stack
- Ash Handling systems
- Deaerator with storage tank
- Condensate return tank
- Condensate return piping
- Boiler feedwater pumps
- Chemical feed system
- Compressed air system
- Boiler & BOP control system w/ integral UPS
- Electrical distribution equipment
- Interior and exterior lighting systems
- Facility grounding system
- Fire protection and fire alarm systems
- 130-psig steam distribution header
- Utility connections to Nursing Home and Corrections buildings

The Unity Biomass Boiler and Wood Fuel Bunker building is a structure measuring 40'X80' used to house a Biomass Boiler and fuel storage area. The building itself will be a pre-engineered steel framed structure (Varco Pruden or equal) utilizing clear span steel frames spaced at 20' on center spanning across the 40' width of building. The exterior will have a standing seam metal insulated roof system and insulated metal siding. The foundation will be a heavily reinforced concrete structure designed to withstand lateral loads from the perimeter retaining walls around the fuel bunker, column loads from the building and equipment loads throughout.

Fuel will be delivered through two large (12'X16') roll up doors at elevation 530'-6". Trucks equipped with live bottom conveyors will back into the building and deposit their load of wood chips into a large storage bunker. When not in use the truck dump area will be protected using two "Dok Guardian" barriers. The bunker will measure approximately 40'X30' with a depth of 12'-6'. The Hurst storage system requires a cantilever unloading design with 3' minimum clear space after the end of the rakes. This prevents jamming and/or stalling of the rakes on the return stroke. The cantilever design is required in the Hurst design to allow for materials to dump on the middle of the rake and allows the wood to naturally distribute in the fuel storage area. At the base of the storage area at elevation 517'-6", heavy duty drag chains will pull the chips into a

feed system in a pit at elevation 513'-6". Access across the length of the fuel bunker will be from an elevated steel framed catwalk. One access ladder to get to the base of the bunker will also be provided.

At the far end of the bunker a steel framed truss wall will be installed to contain the chips in the bunker area. Chips will pass below the wall to access the fuel feed conveyors in a deeper pit at elevation 513'-6". This pit will contain an hydraulic pump and the drives for the drag chain conveyors along with the fuel conveyor transporting fuel to a fuel feed conveyor and metering bin.

The fuel bunker area will be separated from the boiler area utilizing a masonry wall equipped with two man-doors. One door will allow access to a platform and stairs leading from the boiler area at elevation 519'-0" to the hydraulic pit area at elevation 513'-6" and the other will allow access into the boiler area from the fuel bunker access platform at elevation 530'-6".

The boiler will be located on an isolated concrete foundation in the building at elevation 519'-6". In addition to the boiler, the area will house a masonry framed Electrical/Control Room and a toilet room, along with the water treatment and DA tank. Access from grade at elevation 519'-0" will be provided by an 8'X10' roll up door and a 6'X7' double swing door complete with a 2' transom above. The Electrical/Control room will also be provided with a 6'X7" double swing door with 2' transom.

Flue gas from the boiler will travel through a multi-clone in the boiler room and then pass through the exterior wall to a 65' free-standing stack set on a large concrete mat foundation. Please see the drawings provided including a building floor plan, building cross section and building exterior elevations for a visual presentation of the proposed building.

City water for plant personnel and boiler makeup will be supplied by the existing water service from the Nursing Home Steam Plant. Sewer connections will be tied in to the 4-inch diameter force main to the South of the new building.

#### **Electrical Distribution**

The electrical service for the new Biomass Boiler Building will be 480/277V, 3-phase, 4-wire, 200-amps via a new pad mounted transformer (provided by others) located adjacent to the new Biomass Boiler Building. The electrical service will be distributed underground from the new pad mounted transformer to the new Biomass Boiler Building Electrical/Control Room. Electrical distribution equipment (panel boards, dry-type transformer) will be provided in the Electrical/Control Room to power all process equipment, HVAC, lighting, general building loads, etc. The biomass control panel will be powered by a single 480-volt circuit, and all motors and equipment associated with the biomass system will be powered and controlled directly from the biomass control panel. The biomass control panel will be furnished with an integral, step-down transformer for control power within the control cabinet. A single 480-volt welding receptacle will be provided in the Biomass building for maintenance needs.

#### **Standby Emergency Power System**

Our team has evaluated options for the standby emergency generator for the biomass boiler building. A 125-150 kW unit will adequately supply emergency power for the facility to allow for continued operation of the steam distribution or a safe shutdown of the biomass boiler equipment. A propane fired generator will be provided for standby emergency power at the

Biomass Boiler Building. The generator will be sized to provide full standby service to the Biomass Boiler Building allowing all equipment to run during the loss of normal power. It is planned to replace the existing Ahern Building propane tank to supply the generator package and existing connections. Design of the new tank size, location, connections, and installation are included in our team's scope of supply. The new propane tank and removal of the old tank will be the responsibility of the County. Propane use will be modeled with 2 generators drawing from this tank during a power outage to determine and recommend if a larger propane storage tank is needed.

#### **Lighting System**

The Biomass Boiler Building lighting system will be energy efficient fluorescent lighting. Enclosed and fluorescent fixtures with gaskets will be provided in the fuel storage area and the boiler room to prevent ingress of dust and debris into the fixtures. All areas will be provided with wall mounted toggle switches at the room entrances for manual control of the facility lighting. An occupancy sensor will be provided in the restroom to automatically shut off the lights when unoccupied. Exterior lighting will consist of metal halide wall packs mounted at the facility entrances and fuel unloading area for general egress and security lighting, and will be controlled via photocell/time clock with manual override. Self-contained emergency battery packs will be provided in the Biomass Building for emergency lighting as required in accordance with applicable codes. Interior and exterior lighting levels will be provided in accordance with the Illuminating Engineering Society of North America (IESNA).

#### **Grounding System**

A low-impedance grounding system will be provided for the new Biomass Boiler Building. The grounding system will be connected to the facility electrical equipment, structural steel, foundation steel, and water supply piping to form an equipotential system.

#### **Fire Alarm System**

A fire alarm system will be provided in the new Biomass Boiler Building in accordance with the National Fire Protection Association (NFPA) Code 72. The system will be provided for monitoring and control of all fire alarm devices in the new facility. The system will consist of a fire alarm panel with integral annunciator, sprinkler tamper/flow switches, manual fire alarm stations, smoke/heat detectors, audio/visual alarms, station detectors, and annunciated circuits. The system will be connected to the Nursing Home's existing fire alarm system for alarming.

#### **Tele/Data Communications System**

Telephone and data communications will be available in the Biomass Boiler Building by connecting to the existing Nursing Home tele/data system. Remote monitoring capabilities of the biomass boiler system will be available via the communications system.

**Biomass Boiler**

Our team has selected Thermal Systems, Inc. as our biomass boiler supplier utilizing a Hurst High Pressure Hybrid boiler.

**Gasifier**

The gasifier will consist of a substoichiometric wood fuel type to include a heavy duty combustion chamber, refractory and insulation shipped loose, will be furnished to combust the solid fuel as specified. The unit will be complete with the following:

- One single screw metering bin complete with AC-type variable speed controller, rotary air lock and bin level indicator (Sonac) to control the fuel conveyer.
- One (1) retort type underfeed stoker, Model UF-100, to include:
  - Heavy duty, underfeed stoker screw conveyor mounted on solid shaft with thermocouple and water valve to prevent "burn back".
  - Sch. 40 fuel feed conveyor housing with flanged end opening for easy screw removal and thermocouple with quenching system to prevent burn back.
  - Heavy duty thrust bearing and stoker/rotary valve drive.
- Retort and grates cast of Warrite, a cast iron alloy of chrome and nickel.
- Substoichiometric combustion air system to include:
  - One (1) belt driven blower with TEFC motor and OSHA belt guard.
  - Prefabricated combustion air ductwork for interconnection of blower to under grate zone and gasifier air preheater (see Section 2.5, Item 2).
  - Zoned, under grate plenum.
  - One (1) combustion air blower incorporates welded steel housing, flanged outlet, flanged inlet, high efficiency impeller wheel and variable frequency AC drive for improved control of combustion airflow. This fan is designed to modulate with steam demand.
- Gasification chamber casing to include:
  - Furnace front of 1/2" steel plate.
  - Furnace sides and rear of 1/4" reinforced steel plate.
  - Chamber lining (to be factory installed) of:
    - 9" refractory wall and radiant arch with a service temperature of: 3000° F.  
The refractory walls are constructed using a proprietary refractory compound. Hurst Mud® is a very high density, low clay, high alumina content ram-able refractory.
    - 2" "M" block, service temperature of: 1900° F.
    - 2" mineral wool, service temperature: 1200° F.
    - Refractory anchor brick that include a two-part clipping system of stainless steel. This allows the refractory and the casing to independently expand and contract thereby greatly reducing refractory maintenance.
- Two (2) air-cooled observation ports, front and rear, with heat shields and site glasses.
- Cast iron over fire access door(s) with heat shields and lockable handles.
- Under grate access doors.
- Skids and support assembly.

- Automatic ash system is included. This system requires minimal raking to an ash vestibule within the boiler; however transfer to container (included) is mechanically conveyed as is the ash from the mechanical collector.

**Combustion Air**

Combustion air system to include:

- One (1) prefabricated zoned over fire combustion air plenum encircling the entire combustion casing with nozzles that penetrate the casing interior and manually adjustable dampers.
- Prefabricated combustion air ductwork for interconnection of blower to zoned air plenum.
- One (1) combustion air blower incorporates welded steel housing, flanged outlet, flanged inlet, high efficiency impeller wheel and variable frequency AC drive for improved control of combustion airflow. This fan is designed to automatically modulate in response to the O2 sensor system mounted in the rear smoke box of the boiler vessel.
- Over fire inspection/access doors with lockable handles.

**Pressure Vessel**

The pressure vessel will be a Hurst Hybrid boiler vessel designed for efficient heat recovery from wet solid fuel combustion, and support structure. The unit shall be built in strict accordance with the ASME Code and stamps, all construction will be performed under the constant quality control inspection by a National Board Commissioned Inspector and the boiler vessel will be *rated at no less than 6.5 square feet of heating surface per boiler horsepower output.*

- The generator section includes:
  - Front and rear smoke boxes complete with twin hinged airtight doors. The doors on the Hurst boiler are internally insulated and incorporate an abrasion resistant shield on the interior of the doors.
  - Steam, water inspection and blow down openings.
  - Lugs for connecting support structure.
- The radiant section includes:
  - 1/2" front plate.
  - The water tubes are designed and fabricated to provide superior water flow and eliminating "hot spots" found in other designs.
  - Support assembly for attaching to combustion chamber casing.
  - Blow down openings on each lower drum.
  - Flanged inspection openings on the end of each drum.

The generator, radiant and super heater sections of the Hybrid boiler are insulated with 2" of high-density mineral wool and clad with 22 gauge "Paint-Grip" zinc coated steel jacket material and galvanized screws for attachment and joining.

Overall thermal design of the Hybrid boiler vessel is computed and analyzed to insure that the highest possible efficiency is maintained throughout the system's operating range.

### Boiler Trim and Limit Controls

- Relief valves per ASME Code.
- Boiler bottom blow down valves:
  - Two (2) in generator section, quick-opening.
  - Two (2) in radiant section, quick-opening.
  - One (1) slow opening.
- Continuous surface blow down valves consisting of one (1) needle and one (1) gate.
- Chemical feed valves consisting of one (1) gate and two (2) check valves.
- Steam pressure gauge with pigtail and gauge cock.
- Automated boiler feed water system to include: one (1) globe valve and two (2) check valves. Feed water shall be provided by variable speed pumps and level control valve.
- Quick fill valves consisting of one (1) check and one (1) gate.
- Low water limits:
  - Primary: Probe type with tricocks, gauge glass and pump controller.
  - Secondary: Probe type.
- Pressure limits include:
  - Operating limit.
  - High-pressure limit.
  - Low-pressure limit.
  - 4-20 milliamp pressure transmitter for fuel feed / combination air modulation.
- Boiler soot blowers, fixed zone with necessary compressed air piping, header, timer-actuated valves, compressed air accumulator tank and drain valve. The supply of dry, compressed air (~10 SCFM @ 100 PSI) to the compressed air accumulator tank will be provided by an air compressor as part of the package.
- Platforms and ladders will access:
  - Rear smoke box.
  - Fuel metering bins.
  - Water column.
  - Feed water valve train.
  - Main steam valves.
- One (1) blow down separator built in accordance with ASME Code to include:
  - Blow down inlet
  - Drain
  - Vent
  - Exhaust stack to vent above building roofline.
- Necessary pipe and fittings for the installation of the above trim.

### Pollution Control and Induced Draft Equipment

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**HURST BOILER & WELDING CO., INC. GUARANTEES THIS PLANT NOT TO EXCEED THE EMISSION RATE OF 0.25 LBS per mmBTUPARTICULATE OR STATE ALLOWABLE, WHICHEVER IS GREATER.**

- Pollution control and induced draft system consisting of:
  - Flanged flue gas ducting, prefabricated of angle iron reinforced 3/16" steel plate, designed to prevent pulsation and vibration cracking, for routing flue gas from boiler exhaust outlet to multi cyclone.
  - One (1) primary dry mechanical multiple cyclone flyash arrestor with cyclones, 9" diameter, each mounted on 1/4" steel tube sheets. The body of the collector will be fabricated of 3/16" steel plate, reinforced with angle iron and flat bar. The unit will have flanged inlet, outlet and hopper connections. The collection hopper will be fabricated of 3/16" steel plate with flanged bottom outlet for connection of the air lock valve, hopper vibrator and access door. One (1) mechanical rotary air lock discharge valve, high temperature service discharge chute to ash receptacle.
  - Flanged flue gas ducting, prefabricated of angle iron reinforced 3/16" steel plate, designed to prevent pulsation and vibration cracking, for routing flue gas from multi cyclone into induced draft fan.
  - Centrifugal type induced draft fan designed for combustion air service complete with high efficiency radial tip wheel to reduce required motor horsepower and remain as clean as possible. The fan will be fabricated of heavy gauge steel plate with pillow block roller bearings (located outside hot gas stream), heavy-duty shaft with heat slinger, TEFC drive motor, variable frequency drive, belt drive and OSHA belt guard. This fan will be rack mounted.  
Note: HBC shall design the control for the draft fan motor variable frequency drive to assure the boiler remains negatively pressurized (Low Draft Limit).
  - Flanged transition from ID fan outlet flange to exhaust stack.
  - One (1) free standing stack. This will have a Corten (A-588) outer shell with a 12ga. 304SS liner. The stack height is to be 65' by 26" in diameter and the inner liner is to be 52'. There will be 2" of insulation between the inner and outer shell.

The entire exhaust gas system will be designed to minimize vibration and noise. The use of inlet boxes with properly designed dampers and radial tip wheel fans insure that noise levels will not exceed acceptable standards.

**Biomass Boiler Electrical Control System**

Assembled and <sup>(U)</sup>UL508A listed freestanding control enclosure completely wired and tested ready for termination to field devices to include:

- Type 12 control enclosure fabricated of 10 gauge steel Rhino coat Hurst Blue exterior.
- Incoming enclosure mounted main breaker with provision for lockout-tagout requirements. Transient voltage spike suppression on incoming power. Required supply voltage is 480V 3PH. Alternate voltages available by use of power conversion transformer.
- Minimum short circuit current rating (SCCR) 25k AIC RMS symmetrical.
- All control power internally supplied with 24vdc power supply. Control circuits are current limited to comply with NEC 70E arc flash compliance.

- Ventilation fan(s) for enclosure cooling. Note: Control enclosure is expected to be in a conditioned environment. Additional options may be required if conditioned environment is not available.
- Human machine interface (HMI) will be an industrial computer with a touchscreen monitor. Runtime software for Hurst designed operator screens is included.
- Industrial computer has a second Ethernet network interface connection is provided for connection to internet for remote assistance. Internet connection is required for startup and troubleshooting.
- An Allen Bradley programmable controller (PLC) with required input/output modules to facilitate connection to required devices. Ethernet communications interface to VFDs and HMI.
- Variable frequency drives (VFDs) for speed control of combustion fans, feedwater pumps, and specific fuel metering equipment.
- Motor circuit protectors with contactors for safe disconnection of VFDs on emergency stop conditions.
- Motor circuit protectors with contactors for control of motors associated with boiler and peripheral equipment.
- Emergency stop stations on enclosure door, at metering bin, and boiler room exit. (Check local code for additional e-stop location requirements.)
- Terminal strip connection for field devices. Motor terminations are at respective VFD or contactor.
- LIMITS AND ALARMS
  - Primary low water cutoff
  - Secondary low water cutoff – manual reset
  - Operating limit
  - High limit – manual reset
  - High furnace temp
  - Low preheated combustion air temp
  - Low fuel
  - Low steam/temp
  - Low furnace draft
  - Additional as required per optional equipment
- INSTRUMENTATION
  - Steam pressure
  - Steam flow
  - Furnace temperature
  - Preheated combustion air
  - Furnace draft pressure
  - Collector differential pressure
  - Additional as required per optional equipment

The BIOMASster control system is designed as a complete control and monitoring system providing intuitive control of the boiler and peripheral equipment operation. Through the HMI the operator is given a “dashboard” view of all the motors and devices relative to easy operation of the boiler. From the main operator view the operator can see and access:

- Manual-Off-Auto operation of all VFDs with input to manual speed for startup and diagnostic requirements. Subject to interlocks maintained in an effort for safe boiler operation.
- Manual-Off-Auto operation of all motors. Subject to interlocks maintained in an effort for safe boiler operation.
- Visual indicators for alarms and faults.
- Readout of pressures, temperatures, rates, and percentages relative to the instrumentation.
- Set points for tailoring operation to meet situation requirements.
- Firing rate control to adjust fuel/air ratio for proper combustion over a wide range of fuel variations.
- Real time trend for immediate graphical view of boiler operation.
- Historical trend for review of overall boiler performance over a period of time.
- Alarm history of events.
- Adjustment of timed values to meet variation in boiler operation requirements.
- Fuel jog for temporary operation of metering and fuel to facilitate loading fuel in anticipation of startup.
- Low Fire Hold for operation of boiler during periods of minimum demand.
- Additional as required for optional equipment.

Note: Electrical service, motors and controls will be designed to use 480v/60hz/3ph power supply

Preliminary Motor List				
Date:	6/7/12	Type:	150 hp, 150 psi.	
Job Number:	2012010	Voltage:	480 v, 3ph	
Jon Name:	Sullivan County	Location:	Unity, NH	
Equipment Description	Type:	HP	KW	FLA
Induced Draft Fan	VFD	30.00	26.57	40.00
Over Fire Air Fan	VFD	7.50	7.31	11.00
Under Fire Air Fan	VFD	5.00	5.05	7.60
Rotary Valve and Underfeed Stoker	VFD	3.00	3.19	4.80
Metering Screw	VFD	5.00	5.15	7.60
Collector Rotary Valve	DS	0.50	0.73	1.10
Primary Collector Hopper Vibrator	VIB			
Floor Hydraulic Power Unit	DS	15.00	13.95	21.00
Vibrating Conveyor	DS	3.00	3.19	4.80
24 VDC Power Supply Field	PS		0.73	1.10
24 VDC UPS	UPS			

J14

Feedwater Pump 1	VFD	7.50	7.31	11.00
Feedwater Pump 2 (back-up)	VFD	7.50		
TOTAL		84.00	73.18	110.00
Transient Voltage Spike Suppression				
RECOMMENDED SERVICE				150.00

**Boiler Feed Water System**

One (1) HBC Oximixer Deaerator, duplex feed water system sized to provide a minimum feed water storage capacity of 150 gallons. This is a complete stand mounted tank with all required internals, suction piping, pressure gauges and valves, two (2) pumps, motors and modulating feed water control.

**Condensate Return System**

One (1) condensate return tank will be provided with two (2) forwarding pumps. Condensate from the Nursing Home and Corrections buildings will be pumped from the existing condensate return tanks in those buildings back to a 100 gallon condensate return tank in the new biomass boiler building via new pump skids added. Necessary makeup water and chemical treatment will be added as recommended and required by the boiler chemical supplier. We have added this tank and extra capacity to provide condensate reserve and flexibility for the peak winter heating season when the biomass and existing boilers may be operating.

**Biomass Fuel Storage and Delivery System**

- Nine (9) "tree" sections, each constructed of 6"x6" heavy wall square tubing with 3/8"x4"x7" angle iron fighting (wedges) on 3"-6" centers.
- UHMW bearings, 0.5" thick, pre-mounted on 18' wide x 33' long x 3/8" thick steel plate for floor mounting of reciprocating floor sections with stationary wedges of 2/8" x 3" x 5" angle iron, two (2) sets of roller-type floor section hold-downs with grease fittings and six (6) UHMV lined hold-downs.
- Nine (9) heavy-duty hydraulic cylinders, 6"x24"x2.5" with caps and fixed clevis mount, pre-mounted on reciprocating floor sections. All necessary hoses and fittings required for installation included.
- Concrete drawings and steel beam embedment necessary for the installation of the reciprocating floor shall be provided by the reciprocating floor manufacturer.
- Hydraulic power, Parker-Hannifin or approved equal, unit(s) to include:
  - One (1) 15 hp, 3/60/480v, 1750 rpm, TEFC electric motor hydraulic power unit to include 11 gpm variable volume piston pump.
  - One (1) 0-5, 000 psig liquid filled pressure gauge(s) with shut off valve(s).
  - One (1) air bleeder valves(s)
  - One (1) two station aluminum manifold(s) with integral pressure relief valves and control valves.
  - Two (2) each, 3 position, 4-way, closed center, 120 VAC soft shift directional control valves.

- o One (1) 10 micron return filter(s) with visual indicator.
- o One (1) low pressure sensor
- o One (1) high oil temperature
  
- Receiving transfer conveyor to include:
  - o One (1) vibrating pan conveyor, bearings, drive and electric motor. Heavy duty shafts to include flange bearings with waste pack type seals.
  - o The Hurst system includes a means for separating oversized chips. Upon receiving a signal from the boiler metering screw/bin, the PLC operated feed forward system is activated. The reclaim rakes, which extend under the pile, discharge to a vibrating pan conveyor. The pan conveyor incorporates a section of screen which allows/accepts chips (2" minus) to drop into the boiler metering screw/bin. Rejects continue on the pan until discharged to a rejects container (included.) Please see Attachment C for photos of the system.
  
- Transfer metering screw conveyor, receiving fuel from vibrating conveyor to the boiler stoker, to include:
  - o One (1) screw conveyor trough, screw, bearings, drive and electric motor. Heavy duty shafts to include flange bearings with waste pack type seals.

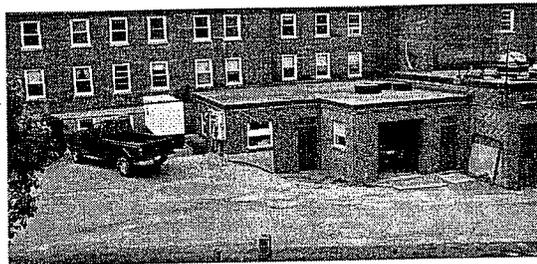
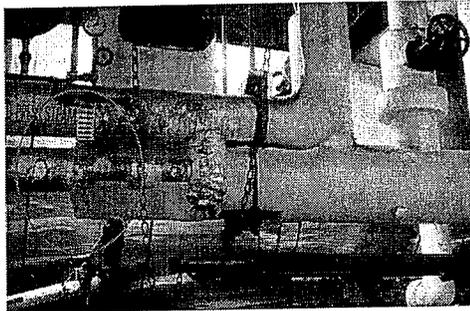
**District Heating System**

Proposed site piping for the new Boiler Building includes steam supply and condensate return piping to the Correctional Facility boiler room and the Nursing Home Steam Plant; sewer and water services connections to nearby sewer and water infrastructure; and conduit and wiring for control and communications feeds to the existing buildings. Water and sewer piping will be installed with a minimum of 5 feet of cover and will be bed in crushed stone. Conduit, steam and condensate piping will be installed with a minimum of 3 feet of cover and will be bed in base of crushed stone and surrounded by sand. Vault structures accommodating bends and expansion loops on the steam supply piping will be constructed of precast reinforced concrete. The vault structure, frame and cover will be load rated at H-20. Pipe trenching across existing paved areas will be repaired with full depth base and sub-base gravels and base and surface course pavement across the full width of the trench, with butt joints along either edge to establish a uniform limit of repair. Yard pipe materials will include insulated ductile iron for steam; ductile iron for condensate return; ductile iron for water; DR-35 PVC for sewer; schedule 40 or 80 PVC for conduit.

The Woodard & Curran team will install a 130 psig, 355°F, 5,000 pounds per hour, 4" steam supply header to the Nursing Home with a corresponding 2.5" condensate return. The Corrections facility will be supplied with a 130 psig, 355 °F, 2,000 pounds per hour 2.5" steam supply header with a corresponding 1.5" condensate return. The corrections facility will require a vault and condensate collection point at the low point of the system just before it begins the inclined route in to the corrections area.

The Nursing Home line will run alongside the truck exit road to minimize disruption to the existing pavement as best as possible. Our team has elected to cross the road leading behind the Nursing Home at the Southern corner of the building. This area will be re-paved and returned to original condition. The pipes will end in a 6'x6'x6' precast pit added to the backside of the Nursing Home where the pipes will come above ground (see Site Plan C-01). The lines will then

run above ground attached to the exterior of the building along the concrete foundation line to minimize the visual effects. This routing eliminates a large amount of excavating and underground pipe. Along with avoiding the existing underground utilities and fuel lines entering the Nursing Home boiler room. The steam line will enter in to the boiler room along the roof line on the south west facing wall above the maintenance garage area. Once inside the Nursing Home boiler room the lines will be connected to the new steam turbine generator installed where the decommissioned boiler 1 is located and tie in to the existing header through a letdown station. The steam turbine exhaust and let down station will be connected to the existing header by extending the end of the header to the south. The photographs below show this proposed route and connection. A 1 mmBTU/hr air cooled radiator air cooled heat exchanger will be installed on the roof of the Nursing Home boiler room building. The heat exchanger will be connected to the 8 psig Nursing Home steam distribution header inside the boiler room. The intent of the heat exchanger is to provide adequate heat rejection during the summer months to allow the biomass boiler to continue to operate above the minimum firing rate and allow for the steam turbine generator to operate and produce electricity. A flow control valve will be installed in the line feeding the heat exchanger to control the amount of steam flow. The control valve will be connected to the balance of plant control system and communicate with both the biomass boiler and steam turbine generator control systems.



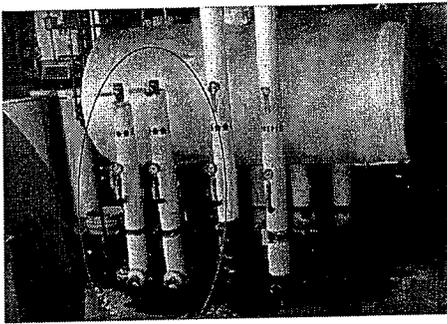
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The existing tank at the Nursing Home will be utilized by abandoned pumps condensate return required discharge

condensate return Home Steam Plant replacing the two with two new pumps with the pressure to pump the

condensate back to the Biomass Boiler Building and condensate storage tank via the same underground run and utility pit as the steam line. Pressure and flow transmitters will be installed on the tie-in line to verify that condensate is being pumped back to the biomass system. The required valves and functionality will be provided to allow the system to return condensate to the biomass boiler building, existing DA and boiler system, or both in parallel. The added condensate return tank and DA tank at the new biomass boiler building will provide added

capacity and reserve to protect against this condition. Adding makeup water to the biomass system as needed. See the below picture for tie in plans.



The Correctional Facility steam header will be installed underground to the Southwest corner of the building, where a manhole and 6'x6'x6' vault will be installed for maintenance and inspection. The lines will continue underground to the Southwest corner of the Correctional Facility, where it will enter through the wall in the boiler room in the same area as the fuel oil lines. Appropriate expansion loops have been incorporated for expansion and contraction of the steam line. The steam connection will be made to the 90 psig header near the smaller Condensate Return Tank. Due to the amount of hydraulic head and linear distance, a new condensate return pump skid will be installed to the left (west) of and connected to the existing larger condensate return / feed tank to pump the condensate back to the Biomass Facility via the same trench as the steam line. Pressure and flow transmitters will be installed on the tie-in line to verify that condensate is being pumped back to the biomass system. The required valves and functionality will be provided to allow the system to return condensate to the biomass boiler building, existing DA and boiler system, or both in parallel. The added condensate return tank and DA tank at the new biomass boiler building will provide greater capacity and reserve to protect against this condition; while adding makeup water to the biomass system as needed.

Electrical requirements for equipment or devices for the tie-in points at the Correctional Facility will come from available circuits in the boiler room. Controls and communications cables will be installed to connect to the biomass boiler control system via fiber optic cables. No fire protection signals are required or planned for the corrections facility back to the biomass building.

#### **Nursing Home Electrical Systems**

The new 40 or 50 kW backpressure steam turbine generator manufactured by TurboSteam will tie-in into the existing Nursing Home's electrical distribution system to supplement/offset the facilities base electrical loads. The steam turbine will be installed where the existing decommissioned boiler 1 is located, this boiler will be removed. Provisions will be provided to

prevent exporting power to the utility grid, and all systems will be connected in accordance with Public Service of New Hampshire's interconnection requirements. The electrical connection will be made to the existing 700 amp service distribution panel via lugged connections directly to the feed to the panel. There will be a new breaker / disconnect installed between the generator control panel and the 700 amp panel installed adjacent to the existing panel to allow isolation if required. This will allow the electrical power generated to feed into the nursing home electrical distribution system to offset electrical costs.

**Turbo Steam Backpressure Steam Turbine Generator**

The steam turbine generator system detailed within the project scope is specified with an "estimated size of 40-50 kW." When reducing the specified inlet stream of 130 psig dry and saturated steam to an 8 psig exhaust.

Turbosteam has configured and optimized the configuration in accordance with the steam conditions outlined in the project's scope of work section.

Backpressure Steam Turbine with Induction Generator including:

- Dresser-Rand model RLHB15 turbine
  - 3" CL-600 RF Steam Inlet Flange
  - 10" CL-150 FF Exhaust Flange
  - Non-API Construction
  - ASTM A216 WCB Cast Steel Construction (Class 3)
  - Right Hand Steam Inlet
  - Steam Exhaust Left or Right Hand (To be Specified)
  - (2) Manual Hand-valves to improve part load efficiency
  - Pneumatic Governor Valve
  - Trip and Throttle Valve
  - Carbon Steel Nozzle Block with Stainless Steel Inserts
  - AISI 4140 HT Steel Turbine Shaft
  - A395 DI - Ductile Iron Wheel
  - 403 Stainless Steel Blades
  - Ball Bearing Journal Bearings
  - Cast Iron Bearing Housing
  - Ball Thrust Bearing
  - Carbon Ring Shaft Gland Seals
  - (3) Bronze INPRO Bearing Housing End Seals
  - Constant level oilers
  - Pre-formed jacket insulation
  - Electronic/PLC speed control governor
  - Factory Testing
- Turbine Mechanical No-Load API 611 Run Test
- 30-minute Hydrostatic Leak Test
- Dynamic Rotor Balance
- Certificate of Conformance
- Lovejoy Drop-In Disc Coupling
- Induction Generator
  - 230/460VAC/3φ/60Hz

- Class F Insulation
- NEMA B Design
- Ambient Rating: 40 °C
- Open Drip Proof Enclosure
- Stator RTDs (1 per phase)
- 120V/240V Space Heaters
- PLC based standalone control panel
  - NEMA 12 enclosure
  - Allen-Bradley CompactLogix® programmable logic controller (PLC)
  - 10.0" C-More (or equivalent) operator interface terminal with color touch screen
- Two Analynk tachometers with independent over-speed trips
- A Beckwith M3410 generator management relay for generator protection, monitoring, and metering.
  - Protective functions include:
    - Over/under voltage, 3-phase (27/59)
    - Over/under frequency (81 O/U)
    - Phase current imbalance, 3-phase (46)
    - Phase sequence, 3-phase (47)
    - Reverse power, 3-phase (32)
    - Voltage restrained time over current (51V)
    - Inadvertent energization (40)
  - Metering functions include:
    - Voltages, 3-phase
    - Currents, 3-phase
    - Frequency
    - Real, reactive and apparent power
    - Power factor
    - Energy generated (kWh)
    - Power Meter
- Structural steel base plate

Electrical requirements for new equipment and devices at the Nursing Home will be provided from existing panel boards with spare space and capacity. No electrical power connections will be needed between the Nursing Home and the new Biomass Boiler Building nor are they included in our scope of work.

Communication connections will be provided between the Nursing Home and the new Biomass Boiler Building control panel for communications associated with the boiler system temperature controls.

**Correctional Facility Electrical Systems**

Electrical requirements for new equipment and devices at the Correctional Facility will be provided from existing panel boards with spare space and capacity. No electrical power connections will be needed between the Correctional Facility and the new Biomass Boiler Building nor are they included in our scope of work.

Communication connections will be provided between the Correctional Facility and the new Biomass Boiler Building control panel for communications associated with the boiler system temperature controls.

### **Control System & Communications Network**

The biomass boiler and balance of plant will be controlled with an Allen-Bradley programmable logic controller (PLC) provided with the boiler. The boiler supplier will program the boiler controls and Woodard & Curran will program the balance of plant devices. The Allen-Bradley PLC will have the capability to communicate with the existing building Energy Management Systems used at the complex. The PLC will be connected via twisted pair communications cable from the Biomass Boiler Building to the Nursing Home Steam Plant. All system information and control will be available from the Honeywell system for the biomass boiler. The instrumentation associated with the district heating and condensate return systems will be connected to the to the Biomass PLC via panels installed in the existing buildings and Ethernet network communications back to the biomass control system.

The Correctional Facility district heating system and condensate return system instrumentation will be connected to the to the Biomass PLC via panels installed in the existing buildings and Ethernet network communications back to the biomass control system.

### **Scope of Services – Base Scope**

The Scope of Services proposed by the Woodard & Curran team consists of Project Management, Permitting, Engineering and Design, Procurement, Construction and Installation and Startup Support in a Design/Build approach that will allow Sullivan County to participate and provide input to the design process and construction of the new Biomass Facility.

### **Project Management**

The Project Manager responsibilities include:

- Single point of contact with the Sullivan County Project Manager for day-to-day correspondence exchange, decision making and general interface;
- Develop division of scope matrix and administer scope throughout the project;
- Provide coordination of permitting, engineering and design, procurement and construction support for the project;
- Maintaining project monitoring and control tools that evaluate progress and expenditure of man-hours and costs. Including change order management, schedule, and reporting.
- Provide required Project DOE – EECBG, USDA-RD, AIA Contract documentation, and other reports to appropriate team members and agencies;
- Coordinate, represent and document meetings with Sullivan;
- Establishing interfaces and channels of communication between various internal and external personnel involved in the project; and,
- Provide on-site construction supervision and management during the construction phase through commissioning and startup.

### **Monthly Project Report**

The Project Manager will prepare and submit a Monthly Progress Report. The Monthly Progress Report shall be issued regularly in the first week of the month and shall contain the following information as a minimum:

- Executive Summary
- Requests for information and pending / approved change orders
- Up-to-date work list including activities for next month (one month look ahead)
- Project reporting including updated Drawing Register, critical path analysis, and float activity reports in hardcopy and electronic format
- Design/Engineering status
- Drawings
- Specifications
- Monthly progress meeting minutes

Project Manual and Project Procedures

Woodard & Curran shall develop Project Manuals. These documents will cover the Project objective, detail approach, responsibilities, interface, reports, and deliverables. Woodard & Curran will support the manual development addressing the following subjects:

- Woodard & Curran and design team organization and responsibilities
- Correspondence control, documentation, and distribution lists
- Architectural and Engineering Plans
- Project task and sub-task structure
- Document control including requests for information, distribution and filing of documents, file index, and forms to be used relating to documents that are delivered to UML
- Progress tracking procedure
- List of deliverables and plans for submittal
- Report procedures for such items as weekly and monthly reports
- Site security and access
- Meeting(s), location(s), meeting note responsibility

The Project Manual will be a compilation of the Project drawings, specifications, and design documents. Woodard & Curran will support the development and maintenance of the Design Book by providing updated Drawing Registers and design documents for inclusion.

Progress Meetings

A progress meeting schedule will be determined in conjunction with Sullivan County during a kickoff meeting and may be held at least once per month and not less than one week after the submittal of the Monthly Progress Report. All matters bearing on the progress and performance of the Work since the preceding progress meeting shall be reviewed, including any unresolved matters, difficulties, or delays. The meeting agenda shall include, but not be limited to, the following:

- Review of the Work in Progress
- Define project objectives
- Problems in the Work and resolution
- Identification of potential problems
- Review of drawing register
- Planned progress during current and succeeding work period

- Coordination requirements for immediate work
- Administrative and general matters

#### Meeting Documentation

Woodard & Curran's Project Manager shall prepare and distribute a written copy of the minutes of the Progress Meeting to Sullivan County. The meeting minutes shall include sufficient information to allow a thorough understanding of the information presented, document all action items, and assigned individual responsibilities.

#### Permitting

- Develop and work with associated Federal and State agencies for the Boiler Operating Permit, Federal NEPA Compliance, including State Division of Historical Resources Office approval under Section 106 of the Historic Preservation Act; Stream Crossing Permit; Stormwater Management Plan; NPDES determination for construction disturbance; and Erosion & Sediment Control Plan;
- Permitting pre-application meeting and development during preliminary design phase; and
- Develop Permit Memorandum to identify applicable environmental permits the agencies with jurisdiction, and a timeline or permit schedule.

#### Mechanical

- a. Development of engineered equipment specifications including:
  - Biomass boiler and gasification system, including fuel handling, ash handling and flue gas treatment systems;
  - 130-psig district heating steam system;
  - Steam system tie-in points;
  - Deaerator;
  - Condensate return system tie-in points;
  - Condensate transfer pump;
  - Boiler feedwater pumps;
  - Chemical feed system;
  - Field erected tanks;
  - Shop fabricated tanks;
  - Makeup and raw water supply;
  - Relief valves and silencers;
  - Fire detection and alarm;
  - HVAC;
  - 66-ton absorption chiller; and
  - Chilled water system and auxiliaries.
- b. Installation specifications including:
  - Piping and equipment insulation;
  - Painting specification;
  - Mechanical methods and materials specification; and
  - Steam blows or pipe cleaning methods.
- c. Heat and flow balance diagram;

- d. Plant functional and operational test protocol;
- e. System P&IDs including:
  - Symbols, abbreviations, index;
  - Instrument symbols and legend;
  - Standard details and tie-in list;
  - Steam trap schedule;
  - 130-psig district heating steam system;
  - 90 and 8-psig low pressure steam system;
  - Feedwater;
  - Condensate return;
  - Makeup and raw water;
  - Plant drains;
  - Compressed air;
  - Fire protection;
  - Chemical feed;
  - Sampling; and,
  - Boiler drains and vents;
- f. General arrangement drawings;
- g. Development of underground piping drawings;
- h. Development of orthographic drawings for large bore piping ( $\geq 2\frac{1}{2}$ -inch diameter);
- i. Development of isometric drawings for large bore piping ( $\geq 2\frac{1}{2}$ -inch diameter);
- j. Equipment list;
- k. Preparation of large and small bore hot pipe ( $>250^{\circ}\text{F}$ ) stress analysis;
- l. Development of pipe support specification for cold piping and small bore hot piping including typical pipe support details;
- m. Piping related documents, including:
  - Piping material specification;
  - Line list;
  - Specialty list; and
  - Valve list;
- n. Record drawings, based on construction mark-ups for underground piping, P&ID's, and general arrangements; and

Electrical

- a. Development of engineered equipment specifications, including:
  - Transformers;
  - 480-volt power distribution panel;
  - Lighting and power panels (120/240-volt);
  - UPS; and,
  - Battery and charger;
- b. Development of installation specifications including:
  - Electrical design criteria;
  - Electrical methods and materials specifications; and,
  - Electrical, instrumentation and control installation;
- c. Development of one-line diagrams;
- d. Development of elementary diagrams;

- e. Development of cable tray and conduit layout drawings;
- f. Development of underground cable, conduit and duct bank layout drawings;
- g. Development of cable sizing and routing details;
- h. Development of cable schedule and interconnection diagrams;
- i. Development of plant grounding system drawings;
- j. Development of lighting drawings;
- k. Preparation and issuance of a cathodic protection specification;
- l. Review of existing power distribution system to insure it can accommodate new boiler plant loads

Civil/Structural (Mohlin & Co.)

- a. Development of equipment foundation location plan;
- b. Site geotechnical sampling and consulting;
- c. Development of foundations for the following:
  - Boiler Building;
  - Steam Turbine Generator;
- d. Generation of structural steel design for buildings, pipe racks and platforms;
- e. Development of architectural design for buildings;
- f. Development of balance of plant equipment foundation and steel drawings;
- g. Development of specifications
  - Concrete;
  - Pre-engineered metal building;
  - Concrete block erected building;
  - Paving;
  - Excavating, backfilling and compaction ;
  - Architectural finishes; and,
  - Siding and roofing;
  - Pre-cast manholes, trench, and pits;
- h. Review of the structural steel and reinforced concrete steel shop drawings for this project

Instrument and Controls

- a. Development of instrument list;
- b. Development of PLC I/O list;
- c. Development of logic diagrams;
- d. Development of control system architecture drawings;
- e. Development of graphic display drawings;
- f. Development of junction box drawings;
- g. Development of instrument loop diagrams;
- h. Development of instrument location plans;
- i. Development of P&IDs;
- j. Issue of procurement specifications or datasheets, including:
  - Plant Energy Management System connections;
  - Control valves;
  - PLC specification for engineered systems or equipment;
  - Field-mounted instruments;
- k. Issue of installation specifications, including:
  - I&C methods and materials; and,

- Instrument hook-up diagrams;
- l. Development of "Record Drawings"; and,
- m. Balance of Plant PLC programming for monitoring, control, trending, and reporting
- n. Existing building management system integration and programming

#### Procurement

Woodard & Curran will provide procurement services for the engineered equipment as identified in the attached matrix of responsibilities, including;

- Procurement of the following engineered equipment:
  - Biomass Boiler System;
  - (1) Hurst OM-7 Oxy-Miser Deaerator skid
  - (1) Condensate Return tank
  - (6) Condensate return pumps;
  - Boiler feedwater pumps;
  - Chemical feed system;
  - Compressed air system;
  - Relief valves and silencers;
  - 480-volt power panel;
  - 480-volt to 120-volt step-down transformer;
  - UPS system;
  - Plant central control system;
  - Control valves;
  - Flow meters;
  - Field mounted instruments;
  - Rovanco "Rhinecoat" pre-insulated underground piping & conduit
  - All pipes, valves, fittings, insulation, and other mechanical / piping building materials
  - All motors, wire, conduit, circuits, enclosures, fittings, lights, receptacles, and other electrical building materials
  - All building materials to construct and erect concrete block based Biomass Boiler building.
  - All building materials to construct and erect metal Chiller Building
- Expedite vendor drawings and documentation, including expediting reports;
- Perform periodic trips to key vendor shops to verify equipment status, review QA/QC and witness shop testing;
- Settlement of vendor back charges and claims; and
- Facilitate vendor warranty claims.

**Construction & Installation****Civil / Structural / Electrical / Millwrights – Bancroft Contracting Corp.**

Provide all associated labor and consumable material required to supply and install above listed equipment. Labor to include:

- General Superintendent / Supervisor
- Electrical Supervisor
- Civil Site excavating and preparation
- Construction and assembly of biomass boiler building and fuel handling system
- Electricians
- Crane operators for setting of major equipment
- Laborers (as required)

**Mechanical / Piping / Welding – MB Mechanical**

Provide all associated labor and consumable material required to supply and install above listed equipment. Labor to include:

- Mechanical Superintendent / Supervisor
- Pipe Fitters
- Welders
- Millwrights
- Laborers (as required)

**Startup**

The Woodard & Curran team will provide overall startup and commissioning including development of operating procedures for the facility. A Startup Manager will be assigned and responsible for ensuring that the startup and commissioning phase of the project is executed in systematic order, maintaining schedule while ensuring that each system and item is commissioned safely. Supporting the Startup Manager will be a core team of mechanical, electrical, instrumentation and controls engineers as necessary to support various phases of work. At times this may be the design engineer.

Startup services for the boiler and steam turbine manufacturers are included in this scope and will be provided by the equipment manufacturer or supplier with supervision and coordination by Woodard & Curran.

The startup team will establish all procedures and controls required for coordinating and routing system turnover documentation, following commissioning procedures and technical interfaces and correspondence as required ensuring the following:

- Planning and scheduling all project commissioning activities;

- Coordinating project commissioning activities and interfaces;
- Development of startup turnover packages for system turnovers from construction to startup and from startup to plant operations staff;
- Monitoring and reporting all project commissioning activities;
- Producing commissioning progress reports and schedules;
- Development of operator training plan and manuals and conduct training for operations staff; and,
- Functional and operational testing.

### **Schedule**

The Woodard & Curran Design/Build team can commence work immediately upon award of the project expected in early August 2012. We have the resources to begin the site geotechnical and engineering work with only a matter of days notice. We have drafted the preliminary schedule that identifies our ability to complete the project within the requested time frame of 365 days with an anticipated completion date of July 1, 2013. There is an adequate amount of float built into the project and opportunities to finish prior to the above date. Our plans are to begin permitting immediately, engineering once permits are well defined (not approved), and mobilize early for construction in Fall 2012 to do building tie-ins and inside work at the existing buildings. However, this is dependent on the award in July after concluding final contract negotiations and upon better understanding of the site permits. The initial award and permitting process are critical to maintaining the schedule and completing the project on time.

We have included a proposed project schedule which can be found at the end of this section of our proposal.

### **Schedule of Alternates**

#### **Alternate No. 1 – Installation of New 2.5 mmBTU/hr (80 HP) Propane Fired Auxiliary Boiler in Biomass Plant**

The biomass boiler room mechanical arrangement has been modified to allow for installation of a new Hurst Series 400 Scotch Marine boiler rated at 2.5 mmBTU/hr (80 HP) and 130 psig steam pressure in the new building. The intent of this auxiliary boiler is to provide emergency backup and load trimming by feeding directly in to the steam distribution send out header in the biomass boiler building. The boiler will be equipped with a connection to allow the boiler to be kept warm and in a hot & ready state during the winter high load season via either mud drum heating circuit or providing a steam blanket on the steam drum.

The Add Alternate #1 scope and price includes design of the boiler, connections, and arrangement. Procurement of the boiler, auxiliaries, and installation materials. Along with installation of the new boiler.

#### **Alternate No. 2 – Interconnecting Nursing Home Steam Distribution System to Kitchen and Dining Room Air Make-up Units**

The Woodard & Curran team feels that this is a great option for the project and provides additional steam load for the biomass boiler and use of green energy. Our team will install new steam coil heaters to the existing air make up units to the duct / unit upstream of the existing heating coils.

Our pricing includes the design, procurement, installation, and commissioning of these units.

**Alternate No. 3 – Connection of the Ahern Building to the Biomass System**

The Woodard & Curran team feels that this is also a very good option and solution for the facility to reduce propane / oil use.

Our team will design an interconnection to the Ahern building in the most cost effective and simple manner.

130 psig steam will be routed to the building underground. There will be a heat exchanger installed in the building where we will connect the existing boiler heating loop. The steam will heat the water and condensate returned back to the biomass building via a condensate return receiver and pump. The existing boiler hot water heating loop will be tied into the heat exchanger and circulated using the existing available or spare circulator pump and return connection. We will provide a new and separate thermostat to control the circulator and maintain heat on the hot water loop. This will continuously circulate hot water through the existing boiler and satisfy the temperature to minimize the use and operation of the burner.

The heat exchanger will be designed and sized to also carry the heating load and for a future connection to the Tractor Barn / Carpentry Shop. Scope is limited to connection and sizing only. The County will install and implement the connection at a future date on their own.

Our pricing includes the design, procurement of equipment / materials, installation, and commissioning.

**Estimated Project Cost  
Woodward and Curran Bid**

Appendix K

<b>Project Line Item</b>	<b>Cost</b>
WES	85,000
Lawrence Electric	62,320
NH DES	4,500
Woodward And Curran	2,975,903
Sagerman Contract	4,500
In House tractor barn conversion	25,000
<b>Estimated Total Project Cost</b>	<b>3,157,223</b>
<b>Total Estimated Project Cost</b>	<del><b>3,221,123</b></del>
<b>Grant Funding</b>	
NCRCD Grant	-75,000
PUC Grant	-300,000
EECBG Grant	-51,330
USDA WBU Grant	
<b>Net County Biomass Expense</b>	<b>2,794,793</b>

↳

2,730,923

**Sullivan County Biomass Project Price Breakdown and Revisions**

<b><u>Original Base Bid Price</u></b>	<b>\$2,727,948</b>
Removal Add Electrical	(\$56,000)
Addition of Automated Ash Handling	\$52,825
Question 11 Adjustment - Switch to 1 MMBTU Dry Cooler from Cooling Tower (reduced down from \$80,000 for 3 MMBTU/hr Unit)	\$10,000
Increase Rovanco Nursing Home line from 3" to 4"	\$12,000
<b>Revised Base Bid Price</b>	<b>\$2,746,773</b>

**Biomass Project Revised Pricing Breakdown**

<b>1. Biomass Boiler Combustion System</b>	<b>\$839,563</b>
<b>2. Boiler Building and Chip Storage</b>	<b>\$1,139,666</b>
<b>3. Backpressure Steam Turbine Generator</b>	<b>\$258,765</b>
<b>4. Steam and Condensate piping and building interconnections</b>	<b>\$508,779</b>
	<hr/>
	<b>\$2,746,773</b>

**Add Alternate #1 Revision** - Install single 2.5MMBTU (80 BHP) 130 psig steam rated propane fired scotch marine or vertical Hurst Boiler Reduced from \$285,000. \$89,100

**Add Alternate #2** - Connection of Nursing Home Air Make Up Units \$48,100

**Add Alternate #3** - Connect to Ahern Building to Biomass Steam Distribution with increased 100,000 btu/hr HE to provide connection to Tractor / Carpentry Shop (No change from original price) \$91,930

**Add Alternate #4** - Connection of Carpentry Shop / Tractor Barn to biomass steam distribution system N/A

**Total Price - Base Bid Plus Options** **\$2,975,903**

July 25, 2012

We are writing as a follow up to our April 25, 2012 correspondence regarding Sullivan County's proposal to help create and support the work of a committee to further explore the details and merits of establishing an Emergency Operations Center (EOC) at the former National Guard Armory building, located on Winter St. in Claremont.

In our April 25<sup>th</sup> correspondence, we respectfully requested the governing body of each community to vote indicating their support for the creation of this committee and to name a maximum of two individuals to participate in the committee. We asked each community to complete and return the *Vote of Authority* by Friday, June 1, 2012. As of June 1<sup>st</sup> the following municipalities responded with their decision: Charlestown, Claremont, Croydon, Grantham, Langdon, Lempster, Plainfield, Sunapee, Unity and Washington - six supporting the committee and assigning representatives and four not supporting the committee. We did not receive *Certificate of Votes* from four other municipalities; therefore, we must assume those municipalities do not support formation of the committee.

Based on the formal decisions received, the Commissioners will not move forward with the proposal. We would like to take this opportunity to thank all the individuals who worked with us on this proposal, those who attended one of the 2 public meetings on this issue and a special thanks to the City Council and City Manager of Claremont for their unwavering support of this concept. Finally, as we have stated previously, we believe this proposal represented a unique opportunity and its implementation would have provided tangible, numerous benefits for all the communities in Sullivan County and would like to offer our assistance should discussions regarding a EOC take place at some time in the future

Respectfully submitted,  
Sullivan County Board of Commissioners

*Bennie Nelson*

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Bennie Nelson, Chair

*Jeffrey Barrette*

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Jeffrey Barrette, Vice Chair

*John Callum*

\_\_\_\_\_  
John M. Callum Jr., Clerk

### DOC General Revenue - 3 year comparison

FY10	Estimated \$45,000	FY11	Estimated \$30,000	FY12	Estimated \$30,000
Item	Amt Collected	Item	Amt Collected	Item	Amt. Collected
Rm & Bd	17,718.30	Rm & Bd	12,528.30	Rm & Bd	13,426.39
SSA Reimb	200	SSA Reimb	200	SSA Reimb	800
Med CoPay	1074.2	Med CoPay	3351.65	Med Copay	4762.88
Elec Monitoring	10,204	Elec Monitoring	9074.47	Elec Monitoring	14,335.84
Court Ordered	285.91	Court Ordered	87.45	Court Ordered	284.87
		Drug Testing	1153.53	Drug Testing	1036.52
		Recycled	464.53		
		Misc	663.61		
<b>Total Collected</b>	<b>\$29,482.41</b>	<b>Total Collected</b>	<b>27,523.54</b>	<b>Total Collected</b>	<b>34,646.50</b>
<b>Estimated Collected</b>	<b>45,000</b>	<b>Estimated Collected</b>	<b>30,000</b>	<b>Estimated Collected</b>	<b>30,000</b>
<b>Revenue shortfall</b>	<b>-15,517.59</b>	<b>Revenue shortfall</b>	<b>-2476.46</b>	<b>Revenue Surplus</b>	<b>4,646.50</b>

3yrrevcomparison.sec.fy13