

Carroll County Lands and Annex Subcommittee

Date: March 18 2024
Location: Carroll County Annex
Time: 2:00 pm

Present: Subcommittee Chairman Mark McConkey
Representative Richard Brown
Representative David Paige
Commissioner Bill Nelson
Commissioner Chuck McGee
Representative Lino Avellani
Josh Brustin MWV Housing Coalition
Sara Butterfield MWV Housing Coalition
UNH Forester Wendy Scribner
Ava Traina Siemens Industry Inc.
Facilities Director Bob Murray
DPW Director Will DeWitte
CFO Bonnie Batchelder-Edson
Joy Gagnon – UNH Cooperative Extension
Mellisa Seamans, Executive Coordinator
Public: Josh Kaake

MWV Housing Coalition Charrette – J Brustin, S Butterfield

Carroll County property has been chosen as the site for the 2024 housing charrette. Rep. McConkey will serve on the steering committee. Three public listening sessions will be held in the interest of garnering as much public input as possible. The dates in September are to be decided.

Forest Management, Mapping and Current Use Update – W Scribner

- The forest management plan was completed in 2006 and is due for an update. Involves inventorying all forest lands, collecting information about species, density and size of trees across the property, revisiting the commissioners' goals for the property to develop a 10-15-year plan. The 2006 plan is still valid. There have been some harvests and addendums could be written for that. Hope to have updated plan by 2025
- Marking a timber sale in 2024 that was harvested in 2006 to get it marked for sale. Wait for white pine seed year
- Request to look at forest condition after storm damage; use of drone?
- Digital mapping still in progress including layers for stone walls, main access roads
- Rep. McConkey: We need mapping with trails, wetlands, designated prime agricultural land, breakout of hayfields, etc. Do we need to get additional help from UNH? Ms. Scribner will contact W DeWitte with some questions soon.
- Any transfer of land on Route 171 should include provision for access to forest land

- Current Use Update – change of communication tower location, construction of new nursing home – did these affect current use status?

DPW Updates

- On the list for energy audit of water and sewer system for June-July
- Update from Underwood Engineering on water system study sent previously to the committee; initial design of Old Route 28 water main replacement underway; new GSI system; meters installed on the five complex buildings; work towards replacing all hydrants on the system.
- Fire pond – Underwood exploring ways to get the hydrant online. Helpful to know the capacity of the pond when considering possibly using the pond for irrigation; pursue grants to expand the pond
- If sufficient summertime help can produce more square bales. If not will produce mainly round bales
- Rep. McConkey requests an aerial of DPW buildings with stated purpose for each

Annex Renovation

Rep. McConkey: Our interest is in the meeting/function space and the kitchen.

B Murray: The storage wing needs to be done first. This will satisfy the GOFERR grant requirement and give us an opportunity to keep everything in the building necessary.

Rep. Brown: I'm not clear about what we have to keep in here supporting the nursing home

B Murray: Medical records and durable equipment have to be kept indoors. There are three rooms full of medical records. Because of all the things I have squirreled away in different parts of the building, section F needs to be done first so I can move everything in there. Then the work of the rest of the building can commence.

Rep. Brown: Are all of the paper records necessary? Have we validated we are storing the right amount of records

Comm'r Nelson: The Commissioners are pushing to get the volumes of paper cleaned out and organized

Rep. Avellani: Can we put a 40x50 addition on the back of the nursing home by the loading dock. Storage, maintenance on the bottom floor with offices and living quarters upstairs.

A Traina: Cautioned about the cost of new construction. We are pretty deep into development on the project already

B Murray: It would be wonderful to have an addition on MVC. If assisted living wing is added it should have storage, maintenance and laundry in the basement.

Rep McConkey: Will there be a new roofing structure so we don't need to come back and do roof repairs in 15 years?

A Traina: Had a structural analysis and total roof replacement not needed. Everything in the building envelope is included in the project

Rep Brown: I think what he is asking peeling off existing roof and replacing the existing utilizing the existing structure itself, correct?

A Traina: Correct. The window caulking has asbestos in it so it will be mediated with all new caulk and windows. Siemens cannot contract the asbestos

B Murray: The roof is not getting replaced. The superstructure and the skin of the roof has been determined to be of satisfactory condition. There's always maintenance on the roof. This is a really big metal roof and lots of penetrations. The building has good bones. It wasn't suitable for a nursing home anymore.

Rep McConkey We have a jail that is 20 years old and needs a new roof that is going to cost millions. I'm not satisfied with "good". What if we just renovated the core (section A and B) and demolish rest. What would we lose beyond storage?

B Murray: I need section F no matter what. Spoke to staff having to double up in the attorney and finance office.

Rep McConkey: Commissioners said it was okay to grow out the attorney's office so we moved out of Delegation room at administration. The commissioner's office – that work could be handled on a laptop. Why is there a need for more space in administration?

Comm'r McGee: I'm not sure why we need more space. The IT department is staying at administration because there is a halon system.

A Traina: The contracted price we have come to at this point. Anything after the signed contract falls back on Siemens. No change orders. The longer we wait; the more costs continue to rise.

Rep Avellani: The overall problem we have is the dollar value. The whole package is going to be an increase in cost of government. Can we do something better with a chunk of this money? I don't think anyone is going to have a problem with sections A and B. Maybe we put the loading dock in front of the building.

B Murray: It would cost more to build new. And would it fit in ARPA guidelines

Rep McConkey: How much more is it going to cost for utilities in the completed Annex

A Traina: at the end of construction and we turn everything over to you there is performance assurance period in which everything we guarantee savings for...if we say we are going save 25% of utilities. Going forward we are in our assurance stage if the savings fall short then Siemens has to cut a check to cover the difference. We can crunch savings estimates but it is tricky because we are not comparing a building that has been in full use for all of its areas. All of the lighting is being upgraded to LED so there will be savings through NH Saves and going forward. We are working with NH Saves to see what you will be getting back but it will not be paid out until the project is complete

Rep Brown: Do we have to do all of the things on the drawing to meet the standards of GOFERR and ARPA funding?

A Traina: When we started this project the scope was smaller. The more input we got the bigger the project became. At the beginning it was trying to fit a project into \$4 million but for what we could get for that it didn't seem worth it. As more money was applied for to get the entire project done it could benefit more people throughout the County.

M Seamans: Referencing the Commissioner's original document. the main theme for using the ARPA funding on this building is "changes to public facilities in response to COVID".

- Available meeting space and vaccination site
- Education and classrooms for disproportionally impacted communities
- Emergency quarters for critical need staff
- Backup kitchen for the nursing home
- Removing asbestos and improving ventilation – we have workers who currently use the Annex daily

Rep McConkey: What is included in the kitchen renovation

A Traina: Commercial grade, up to code, one cooler being replace and the other repaired, floors, appliances

Rep. McConkey: Climate control throughout building?

A Traina: Building will be on one automated platform – heating, cooling – a system the director is already familiar with

Other: Flooring, ceilings, insulation, heating pipe insulation

Rep McConkey: Are the Commissioners making an assumption that groups are going to pay to use the different areas of the building? Are we figuring in some items that will help with operational costs? Or will

there be County department creep into all of those classroom spaces? IF there is one place I'm going to spend money on it's the kitchen.

Comm'r McGee I don't know of any definite revenue projections

M Seamans The agencies have been hesitant to formalize agreements but want to use the space. In fairness, many have seen several iterations of 'let's renovate the Annex' over the last 10 or so years. Space to provide services southern Carroll County a critical need.

Rep Avellani It's a big expansion. We don't want to saddle the taxpayers in \$150,000 every year in additional utilities, maintenance, capital improvements...what is the number? Siemens did a great job in the energy project. We are moving from partially used building to a livable space daily.

B Murray I will need a dedicated maintenance person here.

Landscaping, paving, asbestos removal not included in the project cost.

B Murray I believe the brickwork will stay and re-stucco under the windows

Comm'r Nelson My concern is that groups will come in, non-profits, I am concerned they will not pay to use the space

Rep Avellani There is a new building going up on the Kancamagus to house federal and state agencies

Rep McConkey Someone should come up with the cost of replacing the roof on this building?

A Traina In addition to utility costs I can find the roof report

Rep Brown Suggest having roof inspected by the person who inspected jail roof. Was infrared done on the Annex roof?

A Traina Yes

Funding in the proposal for sprinkler, security, fire suppression. The current fire suppression is a wet system and is Active and inspected.

Other

Grant application due for childcare feasibility study.

Rep McConkey NHDES revolving fund was introduced to the Commissioners but no decision made. To get into the queue to replace the system someday, upgrade when needed. This fund is look at what condition the system is in now and what it will cost to bring it whole. We would rank high to qualify.

Committee members were asked to review the New England Homes website and consider a group site visit:
www.perferredbuildings.com/homes/solo

Next Meeting: May 20 2024 at 2:00pm

Minutes approved on _____

Rep. Mark McConkey, Committee Chairman



May:

1. Formation of Charrette Steering Committee:

Sara Butterfield (MWVHC Staff), Josh Brustin (MWVHC BOD/WMBR Member), Jac Cuddy (MWVHC BOD), Brandon Swartz (MWVHC BOD), Evelyn Whelton (MWVHC BOD), Brittany Hodge (MWVHC BOD)

2. Schedule kick off meeting for Steering Committee & subsequent meeting dates.
3. Submit NAR Smart Grant Application (2024 Level Two Max Grant \$7500)
4. Convene Charette Steering Committee for the purposes of establishing/confirming dates and work plan for the 2024 Charette.
5. Expand the Charrette Steering Committee as needed including reps from the southern part of the county, Ossipee Housing Advocate, etc.
6. Meet with Carroll County Delegation regarding public listening session locations.
7. Determine who will be on the design team.
8. Review the budget and establish fundraising goals/sponsorship goals.
9. Collect all information available on the county land (topography, soil tests, etc)

June:

1. Finalize the Charrette Design Team. Participants need to be available for at least 2 days in September.
2. Check in with the fundraising committee regarding Charrette fundraising goals.
3. Finalize budget
4. Secure Locations for 2 Days in September (TBD) - up to 3 sessions

Day 1-3: Venue for Community Listening Session, Post Community Listening Session: Dinner for Steering Committee/Design Team (Dinner 1 night only).

Day 4: Venue for Design Team to work and Collaborate (provide Lunch) Venue for Day 4 or 5 Reveal. Hobbs Tavern in Ossipee could potentially be an all in one Venue this year.

July:

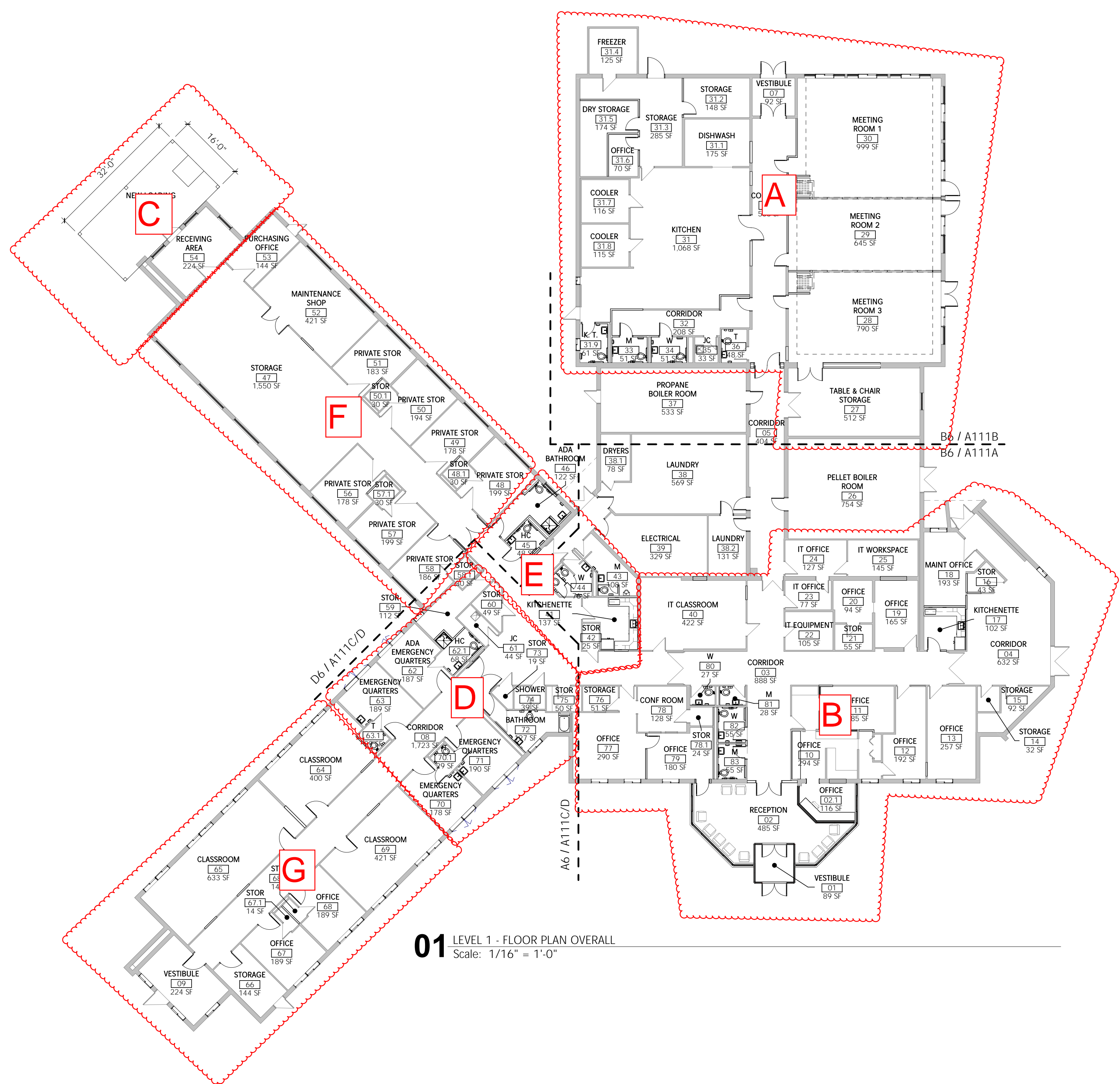
1. Steering Committee develops Charrette Guide/ads/articles/social media push.
2. Determine best practice for virtual engagement and execution of design day/reveal.
3. Finalize-Print Program/Guidebook for the event.
4. Tailor promotional material/Program/Guidebooks for virtual events and engagement.

August:

1. Charrette Design Team conducts a walk through of the site.
2. Consult the Charette Design Team and confirm Design Day and Reveal Day.
3. Begin rollout of ads/articles/social media push. Send Invites to MWVHC Members, Regional Municipal Staff, developers, MWV constituents etc.
4. Develop an action plan for post design/reveal day.

September:

1. Community engagement and promotion of Design Day/Reveal.
2. Host Community Listening Sessions
3. Host Design Day/reveal
4. Post Charrette promotion
5. Steering Committee recap meeting
6. Charrette report/recap of Event must be completed and submitted to NAR if required



01 LEVEL 1 - FLOOR PLAN OVERALL
Scale: 1/16" = 1'-0"

GENERAL PLAN NOTES:

1. ALL DIMENSIONS ARE TO FACE OF STUD OR FACE OF MASONRY, U.O.N. OPENINGS IN WALLS WITHOUT FRAMES ARE TO FACE OF STUD OR MASONRY, U.O.N. DIMENSIONS AT EXISTING WALLS ARE TO EXISTING FINISH FACE, U.O.N.
2. ALL ANGLED WALLS ARE 45° U.O.N.
3. REFER TO CODE PLAN FOR EXTENT OF RATED ENCLOSURES AND FIRE/SMOKEPROOFING.
4. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. ANY DISCREPANCY BETWEEN CONSTRUCTION DOCUMENTS AND FIELD CONDITIONS IS TO BE PROMPTLY COMMUNICATED TO ARCHITECT FOR CLARIFICATION.
5. ALL RATED ASSEMBLIES ARE TO BE CONSTRUCTED PER REFERENCED UL LISTINGS
6. ALIGN INFILL WALLS TO CORRIDOR SIDE U.O.N

PLAN KEYNOTES:

- A. PARGE AND PAINT WALL, WHERE PLUMBING WAS REMOVED

PLAN LEGEND:

- KEYNOTE, SEE PLAN KEYNOTE CODES ABOVE
- MATCHLINE
- STRUCTURAL GRID LINE
- NEW CONSTRUCTION
- EXISTING CONSTRUCTION TO REMAIN
- NEW DOOR AND FRAME
- EXISTING DOOR TO REMAIN



THE CARRIAGE HOUSE
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LEBANON, NH 03766
T: 603 448 3778

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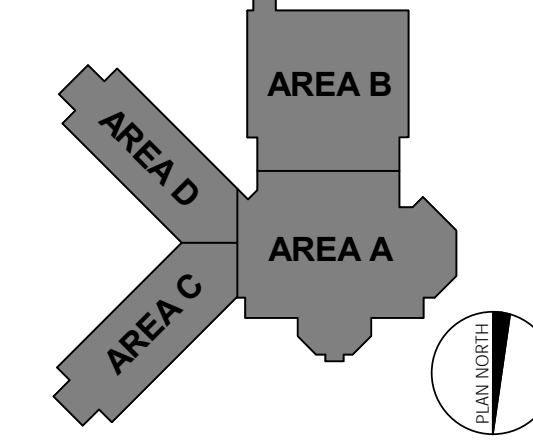
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VITAL INFORMATION REQUIRED FOR THE SUCCESSFUL COMPLETION OF THE WORK IS CONTAINED IN THE PROJECT MANUAL PREPARED FOR THIS PROJECT.

PROGRESS SET
NOT FOR CONSTRUCTION

REVISION	DATE	COMMENTS

KEY PLAN & NORTH ARROW:



PROJECT:
Carroll County Annex

93 Water Village Road Ossipee,
New Hampshire 03864

ISSUED:
DESIGN DEVELOPMENT

DRAWING TITLE:
LEVEL 1 FLOOR PLAN OVERALL

PROJECT NO: 22-979 DATE: 10/18/23

SHEET NUMBER:

A101

			Total Cost	\$	8,283,068	
Description			in/out	Cost		
Scope 1	Demolition		1	\$	150,654	
Scope 2	Doors, Walls, Windows	General	1	\$	13,250	<--Fire extinguishers
		Doors	1	\$	321,308	
		Walls	1	\$	343,695	
		Room Dividers	1	\$	133,605	
		Windows (Interior & Exterior)	1	\$	657,590	
Scope 3	Ceilings		1	\$	236,858	
Scope 4	Bathrooms		1	\$	35,053	<-- General Work for these areas, not MEP. Cabinetry, Hold Bars, Partitions, etc.
Scope 4	Kitchenettes		1	\$	46,607	
Scope 5	Flooring		1	\$	350,445	
Scope 6	MEP Demo	Included in 1		\$	-	
Scope 7	Mechanical			\$	-	
		Split Heat Pumps	1	\$	776,777	
		ERVs & Associated	1	\$	798,525	
		VFDs Pumping	1	\$	45,005	
		Modulating Hydronic Valves	1	\$	492,619	
Scope 8	Electrical	Balance	1	\$	640,149	<-- Balance is the value in fixtures, outlets, branches, feeders, distribution, fire alarm, and cabling, etc.
		Lighting	1	\$	117,774	
Scope 9	Plumbing	Balance	1	\$	38,032	<-- cut, cap, make safe, securing systems after demo
		Bathrooms&Showers	1	\$	362,165	
		Commercial Kitchen	1	\$	31,053	
		Kitchenettes	1	\$	14,091	
Scope 10	Loading Dock & Civil Engineering		0	\$	-	
	Security		1	\$	14,787	<--5 Card Access Location, 3 cameras.
	Fire Protection		1	\$	232,069	
	Envelope Sealing		1	\$	60,013	
	Controls BMS		1	\$	368,317	
	Development & Implementation		1	\$	572,710	
	Kitchen Equipment & HVAC		1	\$	341,596	
	Kitchen Cooler Freezer		1	\$	119,589	
	Signage (Allowance)		0	\$	-	
	Architectural & Engineering Balance		1	\$	102,057	
	General Conditions, Permits, Bonds, Etc		1	\$	866,675	<-- Lifts, Temp Power, mobilization, cleaning, progress cleaning, final cleaning, field office, telephone, temp fencing, temp signage, dumpsters, etc.
	Asbestos Abatement		1	\$	126,500	<-- placeholder number (exempt from siemens scope)

Carroll County Water System Improvements
Status Update April 2024
by
Underwood Engineers

Status update

- Evaluation of Existing Sources
- Contract #3 - County Building Meters
- Contract #4 – Meter/Chlorination Building and Tank Upgrades
- Hydrants
- Residential Meters
- Fire Pond
- Asset Management Plan (NHDES grant)
- Budget
- Schedule

Water Source Evaluation -Bedrock Aquifer

- BRW-1 and BRW-2 hydraulically connected
- Capacity needs to be considered together
- 25 gpm (36,000 gpd) combined sustainable capacity
- Significantly depressed water table from summer 2023 pumping
- Some recovery was observed following some use of the dug well in the Fall of 2023

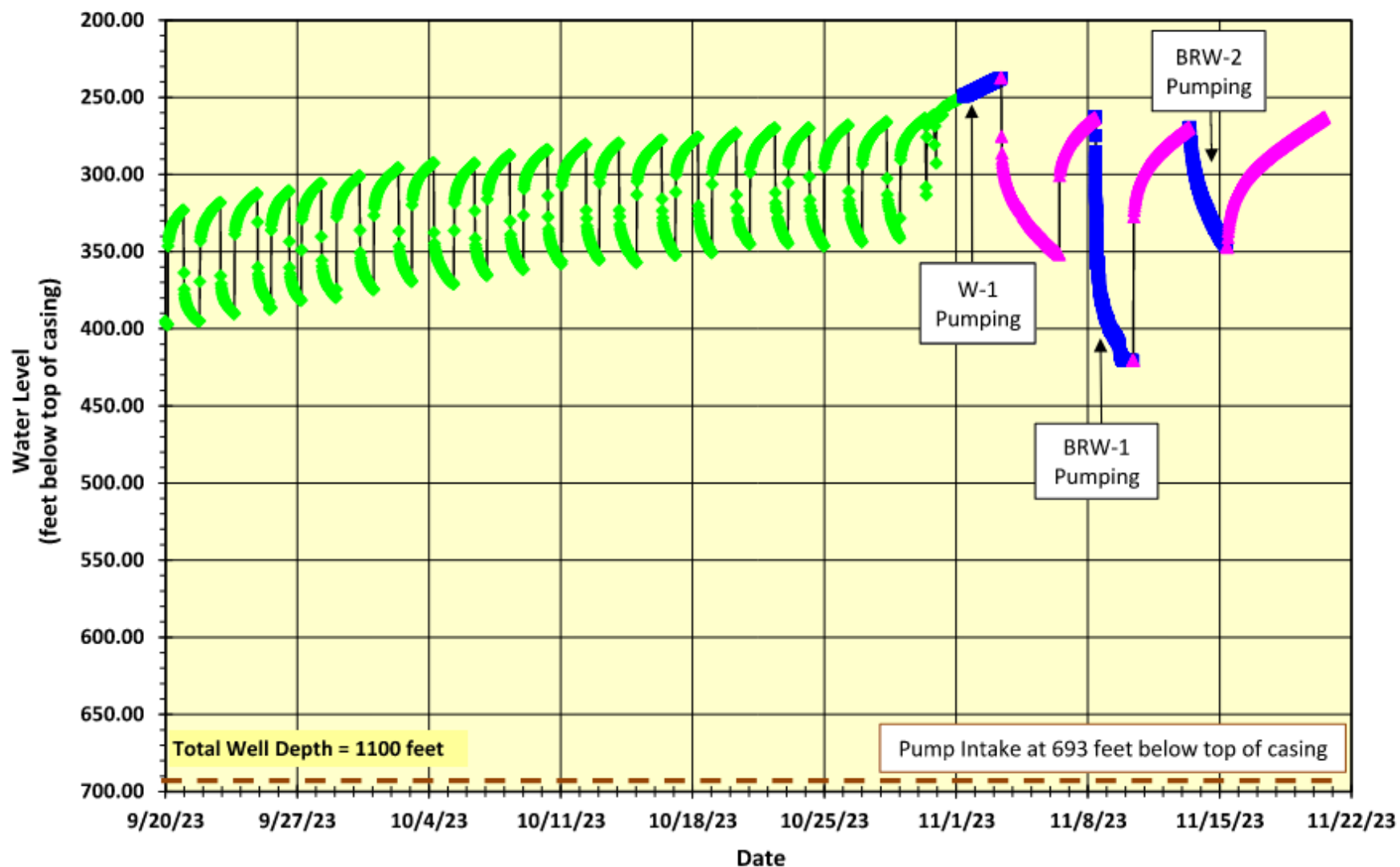
Water Source Evaluation -Bedrock Aquifer

- Good Water Quality
 - Elevated radon (4,000-5,000 pCi/L) – unregulated
 - BRW #1 – Iron above SMCL in 1 sample (1.3 mg/l) but ND in other
 - BRW #1 – Manganese at SMCL in 1 sample (0.047 mg/l) below in the other (0.0068 mg/l)
 - pH 7.9 - 8.4

Water Source Evaluation -Bedrock Aquifer

- Recommendations:
 - Recommended max individual well pumping rates:
 - BRW #1 – 20 gpm (throttle from 36 gpm)
 - BRW #2 – 25 gpm (throttle from 30 gpm)
- Install long-term GW level monitoring
- Maintain operating water levels above main fracture zones:
 - BRW #1 – 420 ft
 - BRW #2 – 434 ft
- BRW#1 siphoning in pump house after shut off

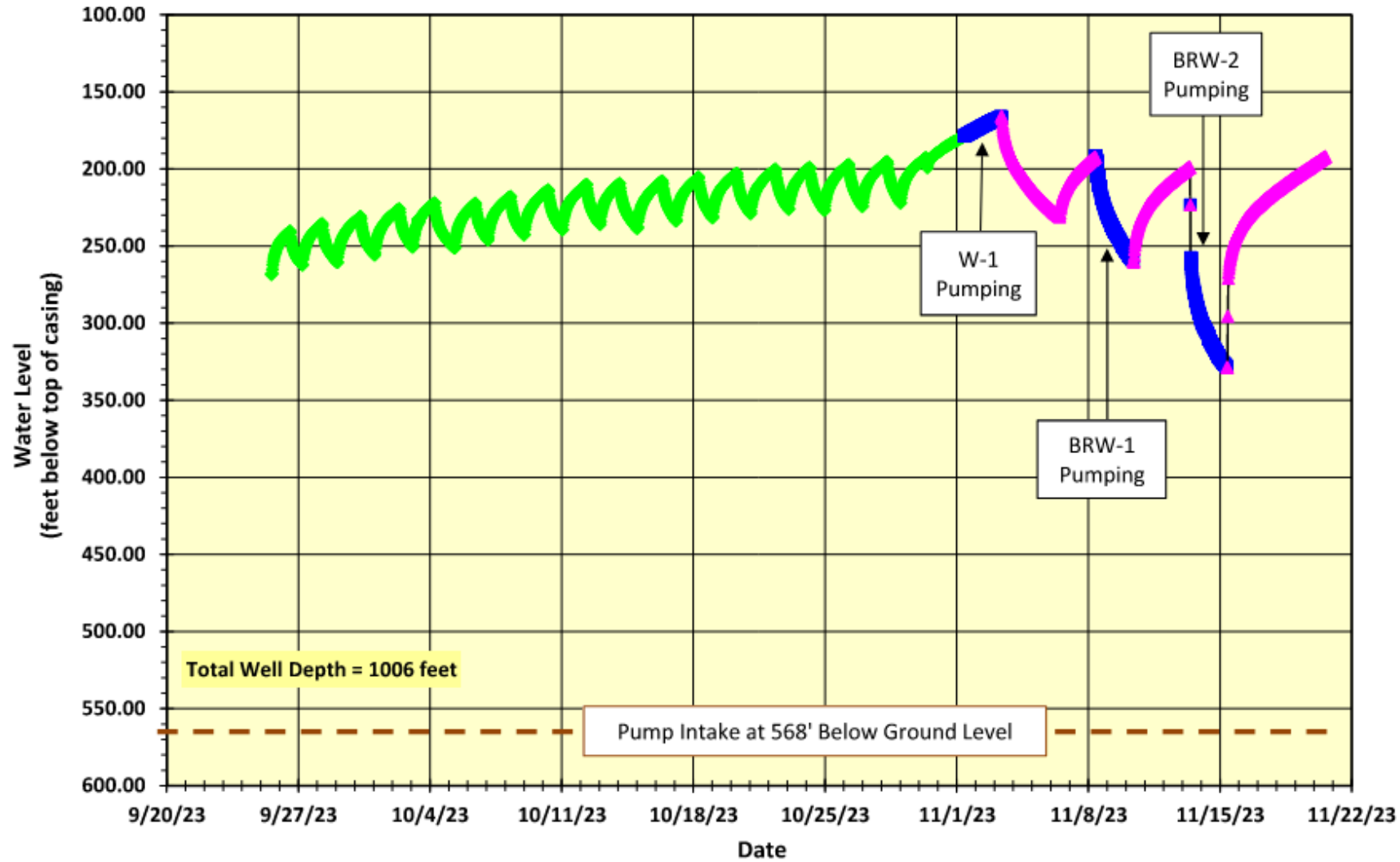
Long-Term Monitoring of BRW-1



Plot of Water Level versus Time for September 20 to November 17, 2023

Carroll County Complex
Ossipee, New Hampshire

Long-Term Monitoring of Well BRW-2



Plot of Water Level versus Time for September 20 to November 17, 2023

Carroll County Complex
Ossipee, New Hampshire

Water Source Evaluation – Dug Wells

- Shallow, unconsolidated aquifer is independent from bedrock wells
- Piping infrastructure between W-3, W-2 and W-1 is unknown
- Wells appear to be independent
- Sustainable capacity of W-1 is 12 gpm
 - Pump capacity and DES permitted capacity is also 12 gpm

Water Source Evaluation – Dug Wells

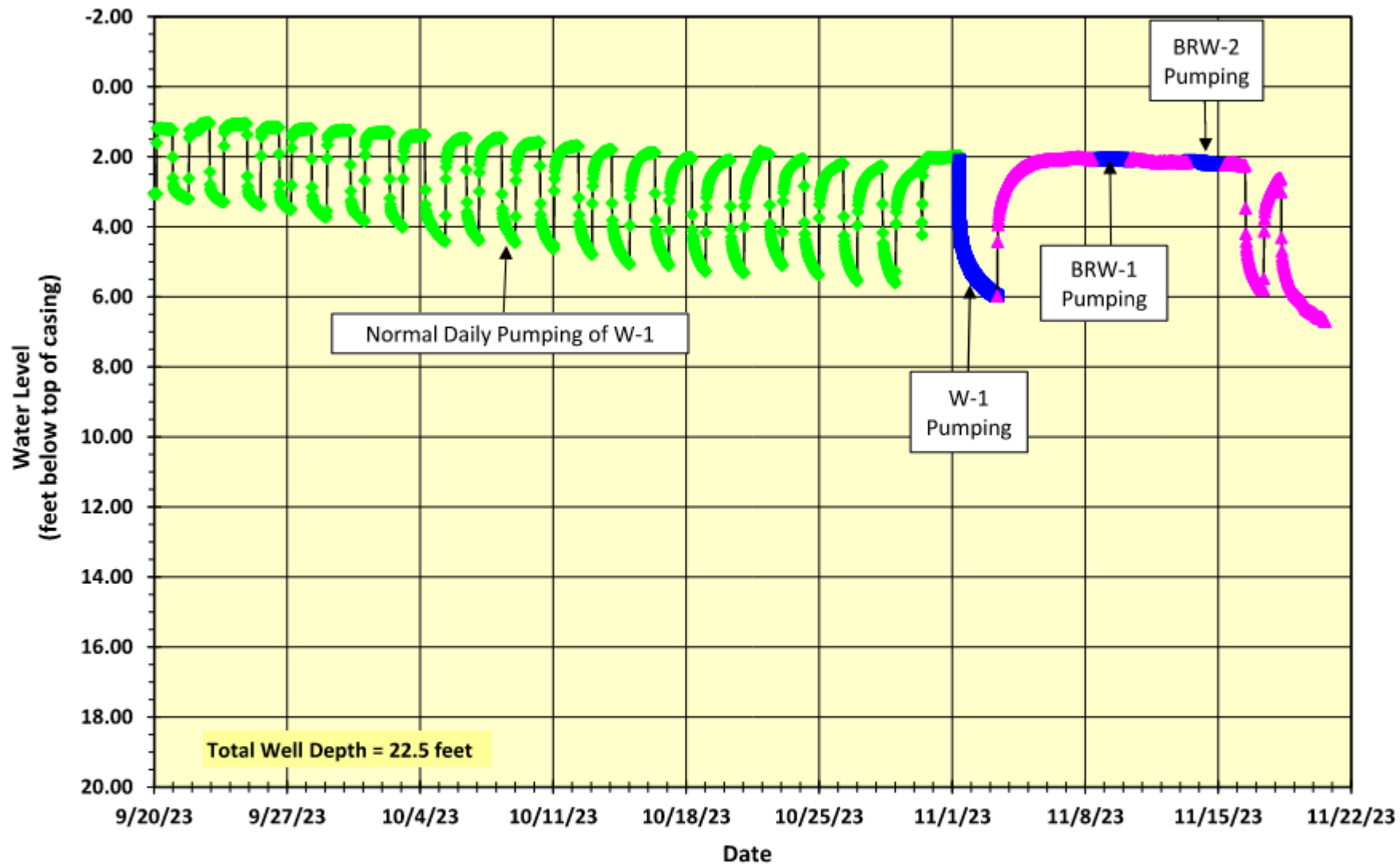
- Good Water Quality
 - Shallow wells more vulnerable to near surface contamination
 - pH 5.4 - 6 (much lower than bedrock wells), lower alkalinity
 - Lower radon (1,000 pCi/L)

Water Source Evaluation – Dug Wells

- Recommendations

- Additional investigation to confirm if W-2 and W-3 are connected to W-1
- Additional pump testing & monitoring to better evaluate sustainability during drought conditions
 - Install long – term level monitoring
 - Additional pump testing
- Install water-tight covers for all 3 wells to prevent potential contamination
- W-1 siphoning in pump house after shut off
- Use W-1 regularly in spring/summer to reduce stress on bedrock aquifer

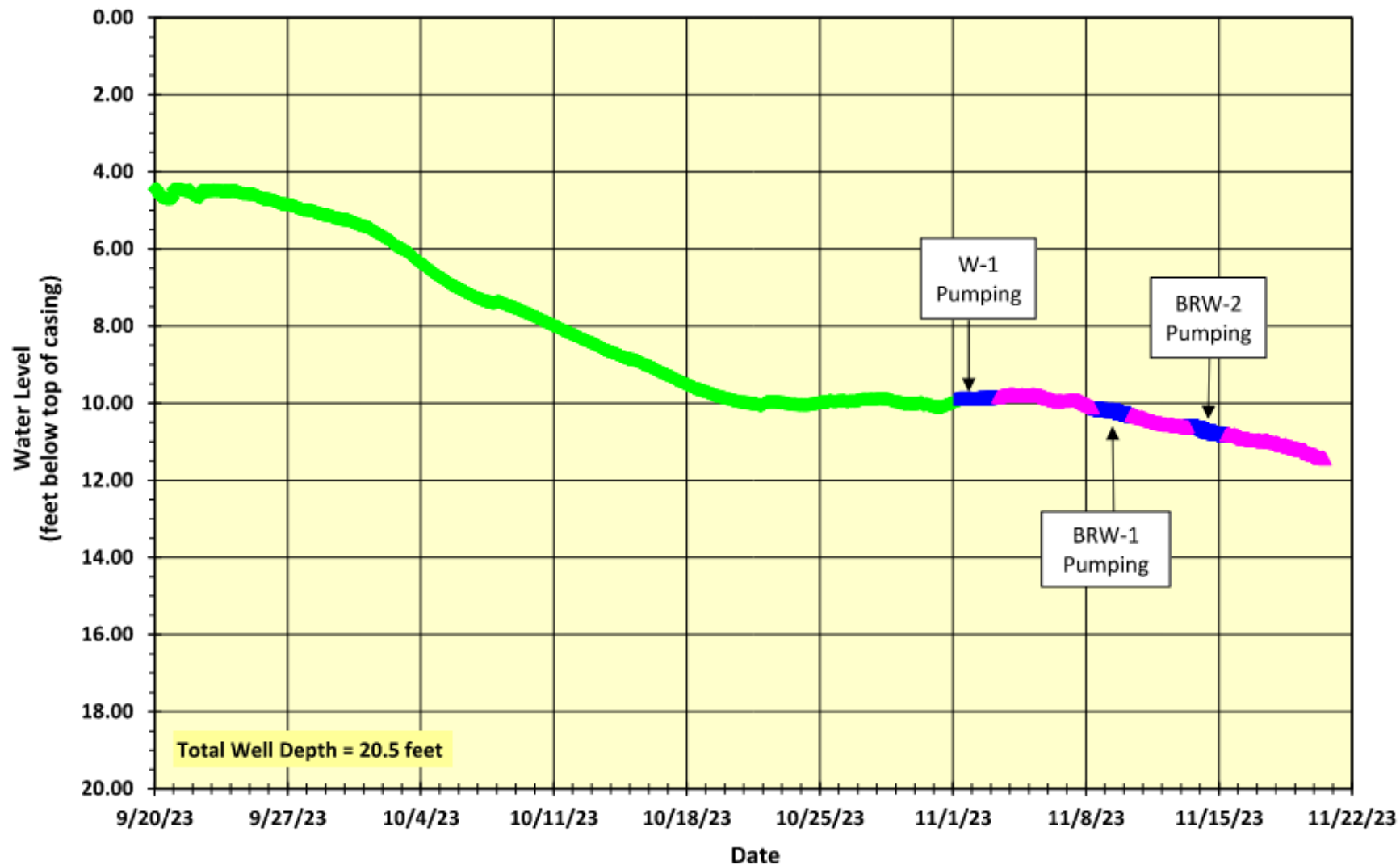
Long-Term Monitoring of Dug Well W-1



Plot of Water Level versus Time for September 20 to November 17, 2023

Carroll County Complex
Ossipee, New Hampshire

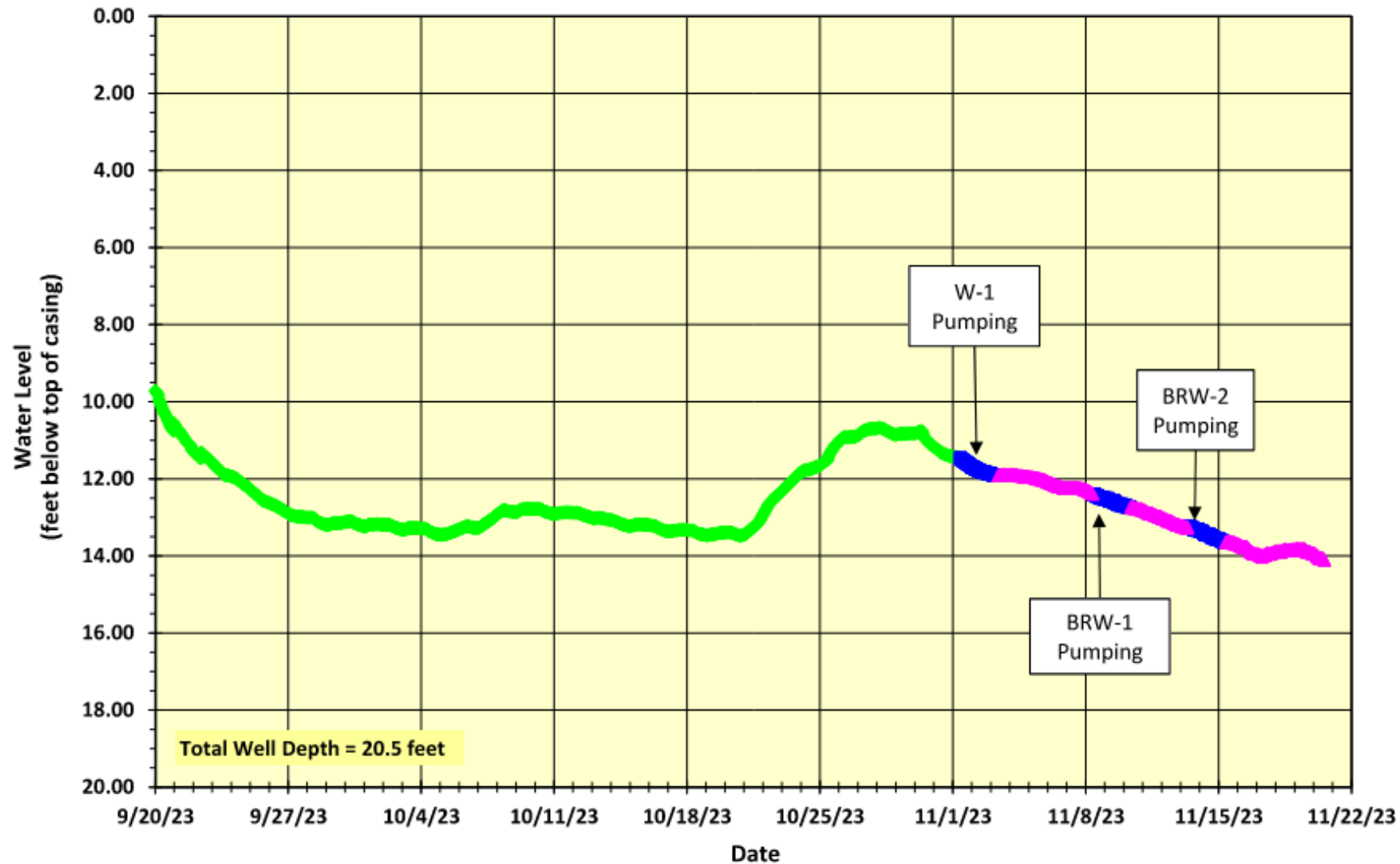
Long-Term Monitoring of Dug Well W-2



Plot of Water Level versus Time for September 20 to November 17, 2023

Carroll County Complex
Ossipee, New Hampshire

Long-Term Monitoring of Dug Well W-3



Plot of Water Level versus Time for September 20 to November 17, 2023

Carroll County Complex
Ossipee, New Hampshire

Source Capacity Evaluation

Estimated Existing Demand

Average Day	19,000 gpd
Maximum Day	26,000 gpd

Future

25,250 gpd

- Small Systems Env-Dw 405.1
 - 25-1,000 persons served and without fire protection
 - Required Capacity = 76,000 gpd
 - Available capacity = 53,280 gpd

- Large Systems Env-Dw 404.01(h)
 - Serving >1,000 people or with fire protection
 - ADD with largest source out of service => 19,000 gpd
Available capacity = 46,080 gpd
 - MDD with all sources => 26,000 gpd
Available capacity = 53,280 gpd

Source Capacity Evaluation

- Existing source capacity appears sufficient for existing uses
- Caveats
 - Existing demands are based on monthly meter reading
 - Unknown impact of drought conditions on dug well system
 - Significant depression of bedrock water table observed after wet summer of 2023
 - Bedrock wells are hydraulically connected
- Make new source development part of any expansion
 - New source location would be away from existing wells

Contract #3 – County Building Meters

- RFP Sent to 6 firms
- 2 Bids received
- Contract being executed with The Backflow Pro, LLC
- Work scheduled for early May

Contract #4 – Meter/chlorination Building & Tank Repairs

- Meters and Piping completed under Contract #2
- Working on final design docs for:
 - Building repairs and upgrades
 - Site upgrades
 - Tank repairs, cleaning
 - SCADA upgrade
 - Dug well cleaning and repairs
- Summer 2024 construction

Contract #5 – Old Route 28 Water Main Replacement

- 30% Design – received DOT comments
- Scheduling meetings with Town DPW
- Borings
- Bid late fall/winter
- Construction 2025

Other projects

- Hydrant replacement
 - Hydrants purchased
 - No UE assistance to date
 - Installation this summer
- Residential meter replacements
 - Meters purchased
 - No UE assistance to date
 - Record meter changeouts in GIS software purchased w/ AMP grant
- Fire Pond
 - No work to date

Asset Management Plan (NHDES grant)

- Field data collected and mapped
- Hardware and software purchased
- Training/workshop today

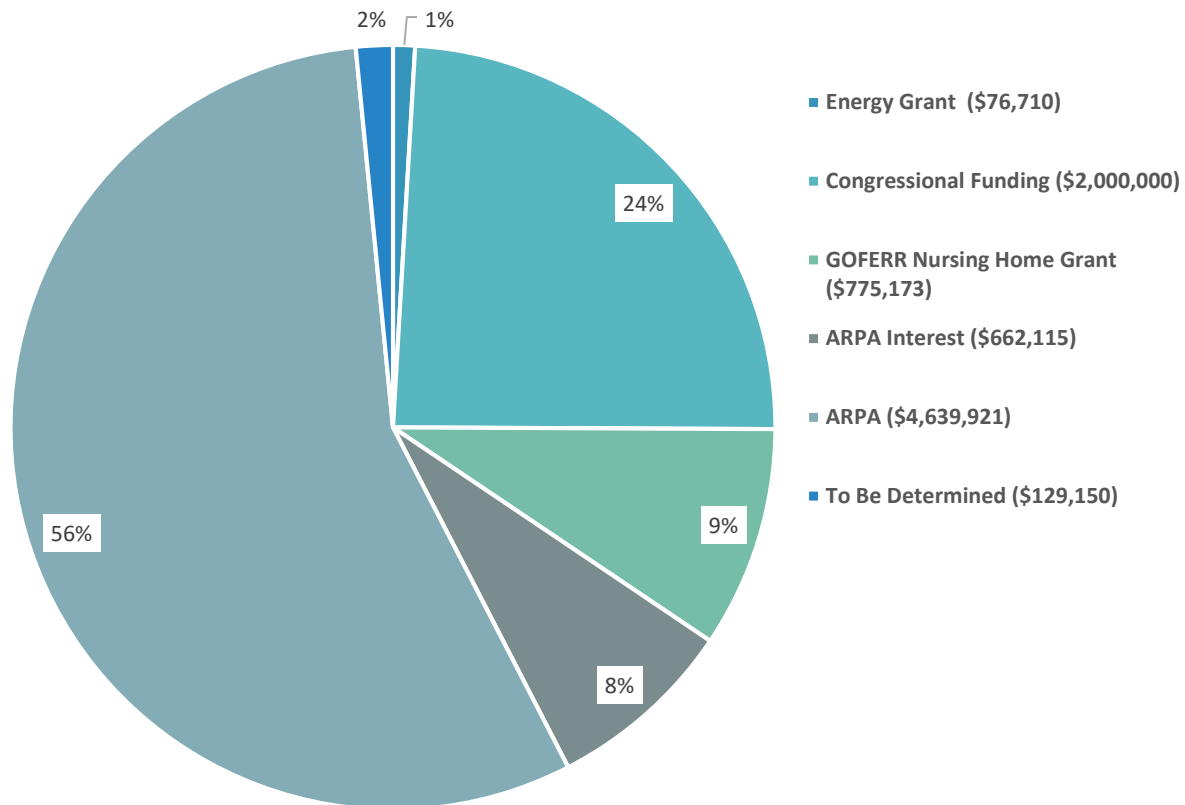
Budget

- \$2,110,000 Funding
 - \$2,000,000 County ARPA
 - \$50,000 Planning grant (100% disbursed – used for source evaluation)
 - \$60,000 AMP grant (52% disbursed)
- \$2,391,000 Budgeted/Estimated
- \$392,437 spent to date (16%)
- Upcoming projects
 - \$38,454 – Contract #3 County meters
 - \$1,600,000 budgeted
 - Hydrant replacements (this summer)
 - Pump house/storage tank improvements (this summer)
 - Old Route 28 WM replacement (Summer 2025)

Schedule

- Meter building/storage tank final design April 2024
- Complex meters May 2024
- Residential meter replacements 2024-2025
- Meter building/storage tank construction Summer/Fall 2024
- Hydrant replacements Summer 2024
- Old Route 28 Water Main final design September 2024
- Old Route 28 Water Main construction Summer 2025

Annex Project Funding \$8,283,069



- Energy Grant is through Department of Energy and is a voucher issued after proof of energy efficiency improvement is provided
- GOFERR Nursing Home Grant has to be spent by September 2024. We have requested extension; pending approval by Executive Council and Governor
- Congressional Funding included in the 2024 USDA budget. Next step is to apply for Rural Development Grant to access this funding
- ARPA interest includes the anticipated interest earned through 2024
- Plan to apply for Community Development Block Grant (CDBG) \$500,000. Application is due July 29, 2024