

## Carroll County Lands and Annex Subcommittee

**Date:** **July 26 2024**  
**Location:** Carroll County Annex  
**Time:** **10:00 a.m.**  
**Present:** Subcommittee Chairman Mark McConkey  
Representative Richard Brown  
Representative David Paige  
Commissioner Bill Nelson  
Mellisa Seamans, Executive Coordinator  
MWVHC Director Sara Butterfield

Approval of the May 29, 2024 meeting minutes passed on unanimous voice vote.

### **Housing Charrette      September 23-25      S Butterfield**

- Have secured about 90% of design team to include architect, engineers, developers, town planners, commercial and residential loan officers, etc.
- Recording with videographer for pre-event promotion
- Tuckerman's Brewing Company will host September 23 listening session and Hobbs Tavern will host September 24
- September 25 is the design day and the public reveal
- Meeting bi-weekly with charrette steering committee
- Working with Wendy Scribner on identifying County property with soil testing, forestry reports, etc.
- Next meeting is July 29 and will send meeting invite to this subcommittee

B Nelson      Will this assume that the project will use County water and sewer system

S Butterfield      A question for the design team

Rep McConkey      I want to make sure our expectations are followed through in this process. I don't want anyone to think we are putting in water and sewer. Keep in mind that we really want this to be a homegrown process and not funded with federal funds.

Rep Brown      We talked about determining what the communities want. Our committee has talked about potentially initial projects and larger scope later. Slow steps.

S Butterfield      We are trying hard to advertise the public listening sessions – radio and print ads; hoping for a lot of public comment so we can design what the public wants; this is just a concept

Rep Brown      The commissioners will make the determination in the end whether or not to approve anything

S Butterfield      Please send along recommendations about who to invite

Rep McConkey      Food Access Network, a couple of developers in mind that don't typically do large projects; produce flyers to put at convenience stores

S Butterfield      Connect with economic development groups, chambers of commerce

M Seamans      Can put on the County website; perhaps in employee newsletter

### **Annex Project**

Subcommittee members received a copy of the Annex roof evaluation and recommendations ahead of this meeting.

Rep McConkey

- Very thorough report; met our expectations

- Great detail; even mentions non-compliant OSHA ladder
- Page 2 – outline it is a metal roof placed on top of a structure with coverings on it and not really attached down to the structure. Concern about possible lifting in the event of microburst. Problems with insulation, vapor barriers, damaged panels, need to reseal between the components, rust areas
- If we are staying with the structure we have, these are continuing things that need to be done for routine maintenance and evaluation
- Page 5 – pipe vent flashing inadequate and it permits water and moisture to move through. Recommendations to take care of it. Debris cleared off on regular basis.
- One of our charges with the committee was to make sure we had a roofing system that was solid for 20 years at a minimum. This report provides just a snapshot over the next four years.
- Statement at the beginning that the structure that is up there is not to code at all. Everyone should know that up front.

Rep Brown

- Happy with the report and how quickly we got it. I am surprised at the \$17,000 initial repair cost.
- There has to be a requirement for semi-annual inspections and a plan. We are going to have costs planned out for continuing repairs. I am concerned about making sure that we are looking at potential long-term maintenance cost
- This is potentially a bigger long term issue if we don't keep up with it

Rep Paige

- I had hoped to see a business plan right off the bat – maintenance costs, utilities, leases. Tenants cannot commit until we commit. I hope if we are moving forward we see a detailed plan outlining the costs of running this building will be.

B Murray

- In the 13 years the building has been vacant I have had a roofing company come in one to do patching work. I think that if we catch up it will be much easier to maintain.

Rep Brown

- I wouldn't expect much revenue. We are bringing groups into this building to provide services to people

Coord Seamans

- Regarding the proposed federal building on the Kancamagus Highway. It is in preliminary phase and proposed to house UNH Cooperative Extension, Carroll County Conservation, Rural Development. We have been in preliminary discussion with other agencies – health coalition, veteran's services, etc.

Rep McConkey

- There are a lot of great agencies that may want space but are going to have to have a funding source
- At a minimum \$100,000 should be taken out of the funding for this project and set aside for the roof. I would put it in as an expense item against the grant funding. Otherwise my recommendation will be that the building has to have a new roof. This will give heartburn to our top number that will not be then available for something else in the project. I don't want taxpayer money to go into this roof.

Lengthy discussion regarding planning for future repair/replacement of the roof.

Rep Paige

- We do have potential tenants to offset some expenses. We've already given Siemens the go-ahead and the only question remaining is do we do that last wing. At this point, we don't have a catastrophic roof report and the potential for revenue is in that last wing. At this point I am comfortable doing the whole project. I

agree we need to plan. I am craving the budget so we can see how this pencils every year. At this point I don't see a reason why it would be unwise to proceed.

Rep McConkey

- I don't want the taxpayers to have to have a supplemental budget in year five, ten to redo the roof. People will question why we didn't start with the roof.
- The Delegation took a vote on everything but the other wing and I haven't even thought about bringing the second wing into this.
- I'm not opposed to bringing to the Delegation the ask to approve spending \$8.5 million if \$150,000 is set aside for the project. And finally bring this for a vote.

Rep Brown

- Maintain intent not to approve the other wing based on presented needs not supporting it

Rep Paige

- Concern about leaving the subcommittee meeting without a Delegation meeting scheduled is the running down on the clock to make a decision on the remainder of the project.

Reading of the May 29<sup>th</sup> Delegation meeting vote on the project

Rep Paige

- My sense from the Delegation meeting was members wanted to have the roof report and then reconvene to consider the whole project.

Rep McConkey

- This will go back to the Delegation and someone will make a motion to do the whole project or a motion to stay with our recommendation from last time.

Dir Murray

- Requests that the subcommittee include in their motion a recommendation to the full Delegation to approve the remaining section of the building

**MOTION:** **After having reviewed the condition report by Northridge, from the grant funds we want to be assured that there is \$150,000 set aside for roof repairs and that a request be made to the Delegation Chairman to convene a Delegation meeting** by Rep. Brown, 2<sup>nd</sup> Rep. Paige. Passed

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Minutes approved on \_\_\_\_\_

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Rep. Mark McConkey, Committee Chairman