

LONG RANGE CAPITAL PLANNING AND UTILIZATION COMMITTEE  
MINUTES

January 31, 2012

The Long Range Capital Planning and Utilization Committee met on Tuesday, January 31, 2012 at 3:30 p.m. in Room 201 of the Legislative Office Building, which included the agenda from the postponed December 15, 2011 meeting.

Members in attendance were as follows:

Representative John Graham, Chairman  
Representative David Campbell  
Representative Carl Seidel  
Representative John Cloutier (Alternate)  
Representative Chris Nevins (Alternate)  
Senator Jack Barnes  
Senator John Gallus  
Senator Sylvia Larsen  
Senator James Rausch  
Jamie Richardson, Governors Office

Michael Connor, Department of Administrative Services

Chairman Graham called the meeting to order at 3:30 p.m.

OLD BUSINESS: Items from the postponed December 15, 2011 meeting.

ACCEPTANCE OF MINUTES:

On a motion by Representative Campbell, seconded by Representative Nevins, that the minutes of the November 3, 2011 meeting be accepted as written. MOTION ADOPTED.

MISCELLANEOUS:

At the Committee's request Tara Reardon, Commissioner, Department of Employment Security, presented a progress report, distributed three (3) handouts, and responded to questions of the Committee regarding the move to the Tobey Building and plans for the buildings the Department will vacate. Also present were Darrell Gates, Deputy Commissioner, and Ernest Liakas, Supervisor, Department of Employment Security.

RSA 4:39-c DISPOSAL OF HIGHWAY OR TURNPIKE FUNDED REAL ESTATE:

LRCP 11-040 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee. Also present was Betsy McNaughten from the Department of Fish and Game.

On a motion by Representative Nevins, seconded by Representative Seidel, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to sell approximately 5 acres of State owned land improved with a historic two (2) story farmhouse located on the southerly side of NH Route 101 in the Town of Exeter to Edward J. Conner, or assigns, for \$120,000 and assess an Administrative Fee of \$1,100, subject to the conditions as specified in the Department's request dated November 17, 2011. MOTION ADOPTED.

LRCP 11-041 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Gallus, seconded by Representative Nevins, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to amend the listing price from \$42,500 to \$34,900, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, and extend the listing agreement with H.G. Johnson Real Estate, for a term of six (6) months, to sell a 0.7 acre parcel of State owned land located at the northeasterly corner of Bible Hill Road and Harvey Way in the Town of Hillsborough, subject to the conditions as specified in the Department's request dated November 2, 2011. (LRCP 09-043 amended and approved September 15, 2009, with subsequent approved action taken on; (LRCP 10-065) November 15, 2010, and (LRCP 11-023) May 10, 2011) MOTION ADOPTED.

LRCP 11-042 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Representative Campbell, seconded by Senator Gallus, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to sell an approximately 0.65 acre parcel of State owned land located at the southwesterly corner of US Route 4/US Route 202 and Black Hall Road in the Town of Epsom, by a sealed bid process to the general public with a minimum bid requirement of \$49,200, which includes an Administrative Fee of \$1,100, subject to the conditions as specified in the Department's request dated November 16, 2011. MOTION ADOPTED.

LRCP 11-043 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Barnes, seconded by Senator Gallus, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to amend the listing price from \$42,500 to \$39,900, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, and extend the listing agreement with H.G. Johnson Real Estate for a term of six (6) months, to sell a 4.3 acre parcel of State owned land located at the southeast intersection of NH Route 123 and Cobb Hill Road in the Town of Alstead, as specified in the Department's request dated November 2, 2011. (LRCP 09-032 amended and approved June 23, 2009, with subsequent approved action taken on; (LRCP 10-

053) September 22, 2010, and (LRCP 11-022) May 10, 2011) MOTION ADOPTED.

LRCP 11-044 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Representative Nevins, seconded by Senator Rausch, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to extend the listing agreement with H.G. Johnson Real Estate, for a term of six (6) months, to sell a 4.5 +/- acre parcel of State owned land located between the easterly side of NH Route 106 and the northwesterly side of Staniels Road in the Town of Loudon at the current listing price of \$175,000, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, subject to the conditions as specified in the Department's request dated October 25, 2011. (LRCP 09-046 approved October 20, 2009, with subsequent approved action taken on; (LRCP 10-063) November 15, 2010, (LRCP 11-014) March 22, 2011, and (LRCP 11-019) May 10, 2011) MOTION ADOPTED.

LRCP 11-045 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Gallus, seconded by Representative Seidel, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to extend the listing agreement with H.G. Johnson Real Estate, for a term of six (6) months, to sell a 1.4 acre parcel of State owned land located on the easterly side of Bible Hill Road in the Town of Hillsborough at the current listing price of \$50,000, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, subject to the conditions as specified in the Department's request dated October 31, 2011. (LRCP 09-042 approved September 15, 2009, with subsequent approved action taken on; (LRCP 10-064) November 15, 2010, and (LRCP 11-020) May 10, 2011) MOTION ADOPTED.

There was discussion by the Committee regarding the lack of a policy pertaining to listing agreement extensions granted multiple times. The Committee requested that this topic be on the next meeting agenda.

#### INFORMATIONAL:

The information materials were accepted and placed on file.

#### LATE ITEM:

#### RSA 4:39-c DISPOSAL OF HIGHWAY OR TURNPIKE FUNDED REAL ESTATE:

LRCP 11-048 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Rausch, seconded by Senator Gallus, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to sell to the Town of New Durham a 3 +/- acre parcel of State owned land located on the westerly side of Berry Road in the Town of New Durham for \$36,100, which includes an Administrative Fee of \$1,100, as specified in the Departments request dated December 8, 2011. MOTION ADOPTED.

NEW BUSINESS:

RSA 4:39-c DISPOSAL OF HIGHWAY OR TURNPIKE FUNDED REAL ESTATE:

LRCP 12-001 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request, distributed a revised site map, and responded to questions of the Committee.

On a motion by Senator Gallus, seconded by Senator Rausch, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to amend the listing price from \$189,000 to \$132,000, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, and extend the listing agreement with Shea Commercial Properties, Inc., for a term of six (6) months, to sell a 0.58 +/- acre parcel of State owned land located at the southeasterly corner of NH Route 28 and Harris Road in the Town of Windham, subject to the conditions as specified in the Department's request dated January 11, 2012. (LRCP 10-059 originally approved November 15, 2010) MOTION ADOPTED. (8-Yes, 1-No)

LRCP 12-002 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Barnes, seconded by Representative Seidel, that the Committee **amend** and approve the request from the Department of Transportation, Bureau of Right-of-Way, **denying the reduction in listing price from \$60,000 to \$41,900**, but continue to list at the current listing price of \$60,000, allowing negotiations within the Committee's current policy guidelines, and assess an Administrative Fee of \$1,100, and extend the listing agreement with Coldwell Banker Residential Brokerage/Derry, for a term of six (6) months, to sell a 5.63 acre parcel of State owned land located on the easterly side of NH Route 125 in the Town of Kingston, subject to the conditions as specified in the Department's request dated January 11, 2012. (LRCP 09-010 originally approved April 21, 2009, with subsequent approved action taken on; (LRCP 10-0040 January 26, 2010, and (LRCP 11-008) March 22, 2011) MOTION ADOPTED. (8-Yes, 1-No)

LRCP 12-003 Department of Transportation – Charles Schmidt, PE, Administrator, and Phillip Miles, Chief of Property Management, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Gallus, seconded by Representative Campbell, that the Committee approve the request of the Department of Transportation, Bureau of Right-of-Way, to enter into a listing agreement with RE/MAX Presidential, allowing negotiations within Committee's current policy guidelines, for a term of one (1) year to sell a 11.3 +/- acre parcel of State owned land located on the westerly side of the North/South Local Road in the Town of Conway for \$55,000, and assess an Administrative Fee of \$1,100, subject to the conditions as specified in the Department's request dated January 10, 2012. MOTION ADOPTED.

RSA 4:40 DISPOSAL OF REAL ESTATE:

LRCP 11-049 Department of Resources and Economic Development – William Carpenter, Administrator, Land Management Bureau, Division of Forests and Lands, Department of Resources and Economic Development presented the replacement request and responded to questions of the Committee.

On a motion by Senator Barnes, seconded by Representative Campbell, that the Committee approve the request from the Department of Resources and Economic Development, Division of Forests and Lands, to exchange 0.19 acres of Bear Brook State Park for 0.19 acres of land owned by Shannon and Maria Groves which will become a part of Bear Brook State Park, at no cost to the State, as specified in the Department's request dated December 5, 2011. As clarified by the Department, an Administrative Fee of \$1,100 will be assessed. MOTION ADOPTED.

LRCP 12-004 Department of Administrative Services – Michael Connor, Director, Plant and Property, and Stephen Lorentzen, Administrator, Bureau of Court Facilities, Department of Administrative Services presented the request and responded to questions of the Committee.

On a motion by Senator Barnes, seconded by Representative Seidel, that the Committee approve the request of the Department Administrative Services, to request authorization to enter into a ten-year lease agreement with the Lake Sunapee Group, 9 Main Street, Newport, NH (the "Landlord") in an amount not to exceed \$600,000, for approximately 4,191 square feet of fully "wheelchair accessible" space to be provided in an existing building located at 13 Antrim Street, Hillsborough, NH, effective March 1, 2012 with occupancy and rental commencing three (3) months thereafter on June 1, 2012, and expiring ten (10) years later on May 31, 2022, for the schedule of annual rent as specified in the request dated January 9, 2012. MOTION ADOPTED.

LRCP 12-005 Department of Administrative Services – Michael Connor, Director, Plant and Property, and Stephen Lorentzen, Administrator, Bureau of Court Facilities, Department of Administrative Services presented a replacement request and responded to questions of the Committee.

On a motion by Senator Gallus, seconded by Senator Barnes, that the Committee approve the replacement request of the Department Administrative Services, to enter into a three (3) year Use of Premises Agreement with Coos County for which the County shall pay in total \$154,369.56 for 6,023 square feet of office space located on State owned property, located on the lower level of the Coos County Superior Courthouse, 55 School Street, Lancaster, NH, from June 1, 2012 to May 31, 2015, for the schedule of annual rent as specified in the replacement request dated January 10, 2012. MOTION ADOPTED.

INFORMATIONAL:

The information materials were accepted and placed on file.

DATE OF NEXT MEETING AND ADJOURNMENT

The next meeting of the Long Range Capital Planning and Utilization Committee will be at the Call of The Chair. (Where upon the meeting adjourned at 4:19 p.m.)

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Representative David Campbell, Clerk