

LONG RANGE CAPITAL PLANNING AND UTILIZATION COMMITTEE

MINUTES

March 10, 2023

The Long Range Capital Planning and Utilization Committee met on Friday, March 10, 2023 at 9:30 a.m. in Room 201-203 of the Legislative Office Building

Members in attendance were as follows:

Representative Mark McConkey

Representative David Milz

Representative John Cloutier

Representative Michael Edgar

Senator Timothy Lang

Senator Howard Pearl

James Gerry, Governor's Office

Karen Rantamaki, Department of Administrative Services

The Chair called the meeting to order at 9:34 a.m.

ORGANIZATION OF COMMITTEE:

On a motion by Representative Cloutier, seconded by Representative Milz, that Representative Mark McConkey be nominated and confirmed as Chairman of the Long Range Capital Planning and Utilization Committee for this biennium. MOTION ADOPTED. (7-Yes; 0-No)

On a motion by Senator Pearl, seconded by Representative Cloutier, that Senator Timothy Lang be nominated and confirmed as Vice Chairman of the Long Range Capital Planning and Utilization Committee. MOTION ADOPTED. (7-Yes; 0-No)

On a motion by Representative Cloutier, seconded by Representative McConkey, that Representative David Milz be nominated and confirmed as Clerk of the Long Range Capital Planning and Utilization Committee. MOTION ADOPTED. (7-Yes; 0-No)

COMMITTEE ORIENTATION:

Christopher Shea, Deputy Legislative Budget Assistant informed Committee Members that LRCP 23-002 – Revised Statutes Annotated for the Long Range Capital Planning and Utilization Committee, March 2023 was distributed for informational purposes.

ACCEPTANCE OF MINUTES:

On a motion by Senator Lang, seconded by Representative McConkey, that the minutes of the November 28, 2022 meeting be accepted as written. MOTION ADOPTED. (7-Yes; 0-No)

OLD BUSINESS:

None

NEW BUSINESS:

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

LRCP 23-003 Department of Transportation – Stephen LaBonte, Administrator, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Lang, seconded by Representative Milz, that the Committee approve the request of the Department of Transportation to sell 0.70 +/- of an acre of state-owned land located on the northerly side of NH Route 25 in the Town of Effingham, directly to the Stillings Lane Revocable Trust, Erik Jones Trustee, for \$1,500, which includes an Administrative Fee of \$1,100, subject to the conditions as specified in the request dated December 27, 2022. MOTION ADOPTED. (7-Yes; 0-No)

LRCP 23-004 Department of Transportation – Stephen LaBonte, Administrator, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Lang, seconded by Senator Pearl, that the Committee approve the request of the Department of Transportation to dispose of 0.062 +/- of an acre of state-owned land located on the northerly side of Range Road (NH Route 111A) in the Town of Windham, with the sale directly to CE Properties, LLC for \$23,100, which includes an Administrative Fee of \$1,100, subject to the conditions as specified in the request dated February 2, 2023. MOTION ADOPTED. (7-Yes; 0-No)

LRCP 23-005 Department of Transportation – Stephen LaBonte, Administrator, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Senator Lang, seconded by Representative Cloutier, that the Committee approve the request of the Department of Transportation to sell 0.75 +/- of an acre of state-owned land within the Limited Access Right of Way (LAROW) located on the southerly side of US Route 3 (Daniel Webster Highway) in the Town of Belmont, directly to Winnisquam Storage LLC. for \$50,500, which includes an Administrative Fee of \$1,100, subject to the conditions as specified in the request dated February 22, 2023. MOTION ADOPTED. (7-Yes; 0-No)

LRCP 23-006 Department of Transportation – Stephen LaBonte, Administrator, Bureau of Right-of-Way, Department of Transportation presented the request and responded to questions of the Committee.

On a motion by Representative Milz, seconded by Senator Lang, that the Committee approve the request of the Department of Transportation to sell 1.18 +/- acres of state-owned land located westerly of NH Route 3 and north of the Merrill Access Road in the Town of Thornton, directly to the Town of Thornton, the abutting owner, for \$8,000, plus an Administrative Fee of \$1,100, subject to the conditions as specified in the request dated February 16, 2023. MOTION ADOPTED. (7-Yes; 0-No)

LONG RANGE CAPITAL PLANNING AND UTILIZATION COMMITTEE GUIDELINES AND PROCEDURES:

On a motion by Representative Milz, seconded by Representative Cloutier, that the Committee adopt the Long Range Capital Planning and Utilization Committee Guidelines and Procedures for the 2023-2024 Legislative Session as outlined in Appendix A, which will be attached to the minutes as part of the official record. MOTION ADOPTED. (7-Yes; 0-No)

MISCELLANEOUS:

None

INFORMATIONAL:

The informational materials were accepted and placed on file.

DATE OF NEXT MEETING AND ADJOURNMENT:

The Chair scheduled the next meeting of the Long Range Capital Planning and Utilization Committee for Friday, May 26, 2023 to be held at 9:30 a.m. in Room 201-203 of the Legislative Office Building.

On a motion by Representative Milz, seconded by Representative Cloutier, that the meeting adjourn. (Whereupon the meeting adjourned at 9:58 a.m.)


Representative David Milz, Clerk

LONG RANGE CAPITAL PLANNING AND UTILIZATION COMMITTEE
GUIDELINES AND PROCEDURES
2023-2024 Legislative Sessions

1. In negotiating the price of a property sale, the final sale should be no more than 10 percent below the amount approved by the Committee.
2. The broker commission schedule for vacant land shall be as follows:
 - a. 6 percent for the first \$500,000
 - b. 5 percent from \$500,001 to \$1,000,000
 - c. 4 percent from \$1,000,001 to \$2,000,000
 - d. 3 percent from \$2,000,001 to \$3,000,000
 - e. 2 percent from \$3,000,001 to \$4,000,000
 - f. 1 percent above \$4,000,001
3. The broker commission for properties improved with buildings shall be 5 percent.
4. All items requiring Committee approval and/or Informational items must be submitted no later than 2 weeks prior to a scheduled meeting by following the outlined procedures;
 - 1) Email a scanned copy of the original item for review to LBA_LRCPUC@leg.state.nh.us
 - 2) Upon review you will provide an original and 15 copies of the item to the Office of Legislative Budget Assistant, State House-Rm 102

If we find ourselves in a situation where state offices are closed and individuals are working remotely the same procedures listed above would apply with the exception of making the 15 copies. It is very important that you email the scanned request to LBA_LRCPUC@leg.state.nh.us

5. Acceptance of a late item requires the approval of the Committee Chair.