

LONG RANGE CAPITAL PLANNING AND UTILIZATION COMMITTEE

Legislative Office Building, Room 201

Concord, NH

Monday, January 13, 2020

MEMBERS PRESENT:

Rep. John. Cloutier, Chair

Rep. John Graham

Rep. Katherine Rogers

Rep. Martin Jack (Alt.)

Sen. Regina Birdsell

Sen. Bob Giuda

ALSO PRESENT: John Formella, Esq.
Office of the Governor

Karen Rantamaki
Department of Administrative Services

(The meeting convened at 11:03 a.m.)

(1) Acceptance of Minutes of the November 6, 2019 meeting

JOHN CLOUTIER, State Representative, Sullivan County,
District #10 and Chairman: I'm going to call this meeting of the
Long Range Capital Planning and Utilization Committee. Okay.
You're the representative from the Governor's Office. Thank you
very much. Welcome to Long Range. Sorry about that. Again,
your, name please?

JOHN FORMELLA, ESQ., Legal Counsel, Office of the Governor:
John Formella, Legal Counsel.

CHAIRMAN CLOUTIER: Okay. You're the Governor's Legal
Counsel. I want to welcome Mr. Formella to the Long Range
Committee who is representing the Governor.

Let us begin the agenda, and I'll begin with the acceptance
of the minutes of the November 6th, 2019, meeting.

****** JOHN GRAHAM, State Representative, Hillsborough County, District #07: I move approval of them.

CHAIRMAN CLOUTIER: Okay. Motion by Representative Graham, seconded by Senator Birdsell to accept the minutes. Any further questions, comments on this motion? Are we ready for the vote? All those in favor of accepting the minutes of the November 6th, 2019, meeting, signify by saying aye? All those opposed say nay? The ayes have it and the meetings are accepted. Thank you.

***** {MOTION ADOPTED}**

(2) Old Business:

(3) New Business:

CHAIRMAN CLOUTIER: Now we will go -- no Old Business, so we will go immediately to New Business. Approval of State Agency Leases Exceeding Five Years.

This is Item 20-003 under the Department of Health and Human Services, request approval of a two-year lease Amendment which will increase the five-year lease to seven years with the City of Dover located at 288 Central Avenue, Dover, New Hampshire, for continued occupation of approximately 1,676 square feet of office space located at 61 Locust Street, Suites 128 and 129 in Dover, for the Department's Juvenile Probation and Parole Officers, effective retroactive to October 1st, 2019, with an end date of September 30th, 2021, for total lease Amendment costs of \$50,078.88, subject to the schedule of annual rent and conditions as specified in the request dated December 9, 2019.

Is there anybody here from the Department of Health and Human Services? Okay, good. Here to speak on it. Thank you. Welcome to Long Range and could you please identify yourself for the record.

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DAVID CLAPP, Director of Facilities, Department of Health and Human Services: Sure. My name is David Clapp. I'm the Director of Facilities for the Department of Health and Human Services.

CHAIRMAN CLOUTIER: Okay. Welcome. Okay. Please proceed and explain the item.

MR. CLAPP: This is a location we're at presently. And we were looking at trying to combine this with the Rochester District Office, but it did not work out. So we've had to go back and look for a two-year lease extension on this. This is 1600 square feet. It handles the Juvenile Probation-Parole Office, and it's located right across from the courthouse in Dover. The location suits the staff well being in close proximity to the courthouse for addressing any cases that come up.

We -- it is a retro because we did have to go back to the City and ask for an extension from them which had to be approved through their Council before we could bring it before this group here.

CHAIRMAN CLOUTIER: Okay. Thank you. Questions? Representative Graham, please.

REP. GRAHAM: Just one quick question. What -- you said the new district office is yet to materialize. Are you still pursuing that or is this a dead issue? And have you expended any money in trying to develop a new district office?

MR. CLAPP: It is not a dead issue. We're actually still pursuing it. We're hoping to go out to RFP for the Rochester District Office within the next three weeks, probably around the beginning of February. It will not include the Juvenile Probation-Parole Offices in it because we -- the location -- well, we don't have a location at this point, but the locations as it is right now are not conducive to them conducting business.

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REP. GRAHAM: Okay.

CHAIRMAN CLOUTIER: Thank you, Representative Graham. Thank you. Further questions from the Committee? Are there any further questions on this item? Okay. I will entertain a motion on this item, please.

****** REP. GRAHAM: Move approval.

CHAIRMAN CLOUTIER: Okay. Thank you.

REGINA BIRDSSELL, State Senator, Senate District #19:
Second.

CHAIRMAN CLOUTIER: Representative Graham made the motion. Do I have a second? Second by Senator Birdsell on Item 20-003. Any further questions or comments on this item? Are we ready for the vote?

All those in favor of approving Item 20-003, signify by saying aye? All those opposed say nay? The ayes have it and the item's approved.

***** {MOTION ADOPTED}**

CHAIRMAN CLOUTIER: Okay. Going on to the next item, 20-004, and this is under the Department of Administrative Services, request approval to enter into a nine and a half year lease renewal agreement with Berlin Falls Real Estate, LLC, 244 Denmark Street, Berlin, New Hampshire, for approximately 9,780 square feet of space to be provided in an existing building located at 650 Main Street, Berlin, New Hampshire, to house the Berlin Circuit Court for the period of June 1st, 2020, with occupancy and rental payments commencing immediately thereafter and expiring 9½ years later on November 30th, 2029, for a total lease cost of, okay, I believe \$2,124,509.40, subject to the schedule of annual rent and conditions as specified in the request dated December 20th, 2019.

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Is there anybody here from the Department of Administrative Services here to speak to that item?

SARAH LINEBERRY, Administrator IV, Bureau of Court Facilities, Division of Plant and Property Management, Department of Administrative Services: Yes.

CHAIRMAN CLOUTIER: Welcome and, for the record, can you please identify yourself?

MS. LINEBERRY: Yes. My name is Sarah Lineberry, and I'm the Administrator for the Bureau of Court Facilities for DAS.

CHAIRMAN CLOUTIER: Thank you. Please proceed to speak to the item.

MS. LINEBERRY: Yes. We're looking to get approval on a lease renewal for 9.5 years to bring us, as you said, to the end of December 2029. It is an existing building that we're in, and it houses the two courtrooms and office space for the Berlin District and surrounding areas.

CHAIRMAN CLOUTIER: Okay.

MS. LINEBERRY: And it's 9,780 square feet.

CHAIRMAN CLOUTIER: Representative Graham, please.

REP. GRAHAM: Thank you, Mr. Chairman. Thank you for taking the question. Why 9½ years? What's the magic end date of December 2029?

ROBERT J. "BOB" GIUDA, State Senator, Senate District #02:
Aha!

MS. LINEBERRY: It's a good question. So we have been at the location for ten years. And we -- hum -- put together a six-month Amendment for December 1, 2019, because we still had some outstanding issues with the landlord in terms of building

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conditions that we had to rectify. We were able to do that and so we're moving forward with the 9.5. And we also were able to negotiate a better lease structure as well from a net lease to a gross lease.

CHAIRMAN CLOUTIER: Okay. Thank you. Further questions from the Committee? Are there any further questions? Yes, Senator Birdsell.

****** SEN. BIRDSELL: No, I was going to move to approve.

CHAIRMAN CLOUTIER: Okay. Move to approve. A motion by Senator Birdsell.

REP. GRAHAM: Second.

CHAIRMAN CLOUTIER: Second on that motion? Second by Representative Graham. Okay. Any other further questions, comments? Are we ready for the vote on this item?

Okay. All those in favor of approving Item 20-004, signify by saying aye? All those opposed say nay? The ayes have it, and Item 20-004 is approved.

***** {MOTION ADOPTED}**

(4) Miscellaneous:

(5) Informational:

CHAIRMAN CLOUTIER: The only other thing we have Miscellaneous and some Informational items from the -- from the New Hampshire Council on Resources and Development, better known as CORD.

MS. LINEBERRY: Thank you.

CHAIRMAN CLOUTIER: Item 20-001 and Item 20-002. Are there any questions about those items? I don't know if anybody is

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here from CORD to speak to them though. Any questions? Okay. Everybody all set with that information?

(6) Date of Next Meeting and Adjournment:

CHAIRMAN CLOUTIER: Okay. Our next item is the date of the next meeting. I just talked with Capital Budget and after conferring with them, they thought they'd like to meet tentatively on Monday, March 16th, at 10:30. So maybe I would ask if would 11 o'clock for this Committee on Monday, March 16th, be okay? Any objections as of now? Something changes or, of course, obviously a special item comes up I may have to meet earlier. But we will -- unless I object I will tentatively set the date of the next meeting for Monday, March 16th, at 11:00 a.m. All right? Okay? Everybody got that down in your calendars? Okay. Thank you. I will now entertain a motion to adjourn.

****** SEN. BIRDSSELL: So move.

SEN. GIUDA: So move.

CHAIRMAN CLOUTIER: Motion by Senator Birdsell, seconded by Senator Giuda to adjourn. All those in favor signify by saying aye? All those opposed nay say? Meeting is adjourned and thank you very much for coming everybody. I appreciate it.

(The meeting adjourned at 11:13 a.m.)

CERTIFICATION

I, Cecelia A. Trask, a Licensed Court Reporter-Shorthand, do hereby certify that the foregoing transcript is a true and accurate transcript from my shorthand notes taken on said date to the best of my ability, skill, knowledge and judgment.

Cecelia A. Trask
Cecelia A. Trask, LSR, RMR, CRR
State of New Hampshire
License No. 47

