

County of Carroll
Annex Subcommittee
Carroll County Administration Building
July 20, 2020

Meeting convened: 10:00 a.m.
Members Present: Amanda Bevard (Chair), Terry McCarthy (Vice-Chair), David Babson (Clerk)
Present Remotely: Director of Maintenance Bob Murray, MVC Administrator Howard Chandler, HR Generalist Leslie Heaton, IT Contractor Jon Rich (Cybertron)
Others Present: Rep. Edie DesMarais, Rep. Glenn Cordelli, Executive Coordinator Mellisa Seamans
Public Present: Rep. Ed Comeau (www.governmentoversite.com)

Call to Order

The meeting notice was posted on the County website and in the Administration Building Lobby. The meeting was available to the public via Zoom remote meeting platform.

General discussion about proposed uses of the Annex building including an agricultural learning center for high school-aged students as presented by Rep. Cordelli at the June 24, 2020 commissioners' meeting. Rep. Cordelli spoke to the need of a feasibility study, fundraising, and the release of federal funds for charter schools that have

Comm'r Babson favored the probation and parole department leasing a portion of the Annex but that idea was rejected by the delegation in the past and that department now leases space in Wolfeboro. He now supports the idea of transitional housing. Rep. DesMarais agreed this is a good idea.

Rep. DesMarais agreed the meeting and office space is needed. She suggested the possibility of a model similar to Hope House in Wolfeboro

Dir. Murray said there is no mold, no air conditioning, needs electrical repair, roof needs some work but structure of roof and building is sound. Asbestos floor tiles, around windows and soundproofing around some sinks. When previous wings were demolished asbestos not an issue. Chmn. Bevard asked if \$20-25,000 is a reasonable estimate for asbestos remediation and Dir. Murray agreed. He estimates roof repairs to be \$15,000.

Mr. Rich said he currently has data drops into three areas of the building. Have network connectivity to the building core. Electronically can segregate any other company on to their own network. Dir. Murray said Spectrum has a feed into the building and can be worked out with telephone providers.

Comm'r Babson said the County would have to renovate enough to make the space useable to a tenant and the cost can be incorporated into the lease.

Discussion about moving the business, finance and human resource functions to the Annex.

Rep. Comeau will coordinate with Admin. Chandler and Dir. Murray to do a video tour of the building. Dir. Murray provided a cell phone video tour of the building during this meeting.

Medical records are archived in the Annex. Kitchen remains intact. Half wall has been built dividing the dining room. Mechanics that support the new nursing home are located in the building – laundry, pellet system, etc. and including storage. The average resident room is 180 square feet. The Annex was built in 1968 and operated as the County nursing home until 2010.

Mr. Rich will put together an electronic document storage proposal if the commissioners would like him to. The idea was proposed years ago but was rejected by both the delegation and commissioners. More feasible now with fiber optic upgrades on campus.

Admin. Chandler suggested putting \$10,000 in the 2021 budget for an architect to design 10 office spaces, meeting/training space, and storage. Rep. DesMarais said the roof repair needs to be done right away. Dir. Murray agreed to ask the contractor who is awarded the jail roof repair to examine the Annex roof. Chmn. Bevard supports asking the delegation to approve repair of the roof in the 2020 budget.

Chmn. Bevard would like more information about space requirements for other ideas such as homeless shelter, transitional housing or charter school.

Dir. Murray has storage and maintenance requirements and will need square footage equal to the core. Comm’r Babson suggested a quote for annual contract for storage off campus.

The idea of a childcare center was discussed. Lack of childcare options in the area. Could be a benefit to County employees.

Dir. Murray will get an estimate of roof repair costs and invite the architect to the August 3 meeting. Rep. DesMarais will contact Families in Transition and Wolfeboro Area Children’s Center. Rep. Cordelli was asked to put together a ballpark idea of time involved, first steps, public outreach for the charter school.

Ms. Heaton was asked to poll the nursing home employees about childcare needs.

Adjourned.

Minutes approved on _____

Amanda Bevard, Chairman

David Babson, Clerk

Terry McCarthy, Vice-Chairman