

Town of Carroll  
Building Committee  
Second Informational Session

June 22, 2017

# Welcome

- Thank you for attending the Building Committee's second informational session
- Please consider joining the Building Committee to help us better represent the community

# Agenda

- Introductions
- Purpose and Goal
- Current Building Committee
- Review of Proposal
- Process Review
- Public Safety, Administrative and Community Spaces
- Options for Existing Structures
- Expected Cost / Tax Implications
- Questions?
- Concluding Remarks

# Introductions

- Building Committee member introductions

# Purpose and Goal

- Our purpose is to share efforts of the Town of Carroll Building Committee to address current and future needs of the facilities used by the police and fire departments and administrative offices.
- Our goal is to develop a comprehensive plan to best serve property owners, residents, visitors, town employees, and elected & appointed officials.

# Current Building Committee

- Restarted in Nov. 2016
- Voters passed Phase One warrant article in Mar. by 94-59 vote
- Select Board hired Project Manager Allan Clark in May
- Looking to expand the Building Committee, especially from the Bretton Woods residential and business communities

# Review of Proposal

- Voters approved a 2017 warrant article for initial planning, design, consulting and documentation services to obtain conceptual plan and project budget.
- Continue hosting informational sessions to keep residents updated and to seek additional input.
- Seek voter approval in 2018 to finalize design, submit construction drawings for bids, select a contractor, and construct and furnish new building.

# Review of Proposal

- **Goal:** Construction of an appropriately-sized facility on town-owned land to house the police and fire departments and town administrative offices, plus other necessary functions.
- Must meet all current life-safety and building codes for municipal structures and be energy-efficient so as to use less heating fuel and electricity than the current three buildings combined.
- Must incorporate space and facilities to provide emergency operations center and limited sheltering services in case of natural or other disasters.
- Must provide for secure, permanent storage of town records as required by law and space for historical records and items.



# Review of Proposal

- To provide sufficient space for town meetings and voting activities.
- To design with future expansion in mind, such as solar arrays for onsite power generation, geothermal heating/cooling, and additional fire dept. equipment.
- To take advantage of outside funding, such as Emergency Management Performance Grants, USDA grants & loans, and Eversource rebates.
- To monitor costs savings and report results on town website.
- To address future of existing fire department building and Town Hall.

# Process Review

- Allan Clark, Project Manager and President, REI Services, Inc. of Manchester and Sugar Hill
- Goal
  - To develop an all encompassing project budget that would be on the warrant at the March 13, 2018 town meeting to construct a new fire station, police station, emergency management office, town administration office, library, historical society room and a community room

# Process Review

- Process
  - Identify needs of occupants
  - Identify Site Characteristics – Surveyor
  - Hire an Architect to develop plans
  - Hire Civil Engineer
  - Price Cost of Building & Sitework
  - Develop Project Budget

# Process Review

- Once Approved At Town Meeting
  - Develop RFP for Construction Manager
  - Hire Construction Manager (Contractor)
  - Refine Design and Specifications
  - Cost plus Contract with Guaranteed Maximum Price
  - Closely Monitor Construction, Budget and Schedule

# Public Safety, Administrative and Community Spaces

- Police Department, led by Chief John Trammell
- Space usage: 1,980 ft<sup>2</sup> currently; 2,800 ft<sup>2</sup> estimated

# Public Safety, Administrative and Community Spaces

- Fire Department, led by Chief Jeremy Oleson
- Space usage:
  - Administrative: 1,170 ft<sup>2</sup> currently; 3,500 ft<sup>2</sup> estimated
  - Apparatus bay: 3,756 ft<sup>2</sup> currently; 6,200 ft<sup>2</sup> estimated
- For reference:
  - Standard engine truck: 35' long
  - Standard ladder truck: 50' long
  - Standard ambulance: 25' long

# Public Safety, Administrative and Community Spaces

- Emergency Management Services, led by EMD John Gardiner
- Space usage:
  - EMD office: **none** currently; suggested in Fire Dept.
  - EOC: **fire dept. training room** currently; suggested in Fire Dept. (combined EOC/training room)
- Grant request to NH Homeland Security & Emergency Management

# Public Safety, Administrative and Community Spaces

- Administrative Offices, detailed by Imre Szauter
- Space usage: 3,386 ft<sup>2</sup> currently (excluding gym); 2,750 ft<sup>2</sup> estimated
- Library: **800 ft<sup>2</sup>** current; **1,000 ft<sup>2</sup>** estimated
- Historical Society: **none** currently



# Public Safety, Administrative and Community Spaces

- Community Room (1,500 ft<sup>2</sup> estimated)
  - Multi-function room with 150-person capacity
  - Movable wall partition to divide room into two separate spaces
  - Kitchen facilities
  - Restroom facilities
- Existing Gymnasium (3,900 ft<sup>2</sup>)
  - Basketball court: 3,400 ft<sup>2</sup>
  - Stage: 500 ft<sup>2</sup>
- Existing Meeting Room (713 ft<sup>2</sup>)
  - Meeting space: 529 ft<sup>2</sup>
  - Kitchenette: 184 ft<sup>2</sup>

# Options for Existing Structures

- In October 2014, George Brodeur estimated the cost to renovate Town Hall, including fire- and life-safety code compliance updates and the additional of an elevator, at **\$1,684,386.13.**

# Options for Existing Structures

- If Phase Two is approved by voters in March 2018 and construction is completed in 2019, options for existing structures include:
  - **Do nothing** – Town could retain ownership; buildings would remain vacant
  - **Private sale (Town Hall)** – Town could sell Town Hall building with/without additional land added to the parcel
  - **Private sale (Fire Dept.)** – Town could sell Fire Dept. land and building (no expansion of land possible)
  - **Demolition of buildings and reuse of land** – Town could raze buildings and repurpose land
- Town could invite groups and businesses to submit letters of intent to purchase one or both parcels within a certain period of time

# Expected Cost / Tax Implications

- Allan Clark, Project Manager and President, REI Services, Inc. of Manchester and Sugar Hill
- Initial total project cost estimate
- Expected possible tax implications

# Questions?

# Concluding Remarks

- Thank you for attending and participating in tonight's second informational session
- Tonight's presentation will be available online at the Town of Carroll website (<http://www.townofcarroll.org>)
- Please consider joining the Building Committee to help us better represent and serve the community
- Building Committee will consider alternative meeting times to accommodate new members with time conflicts