

GRAFTON COUNTY COURTHOUSE BUILDING COMMITTEE

Administration Building

North Haverhill, NH 03774

February 21st, 2025

PRESENT: County Administrator (CA) Libby, Assistant County Administrator Burbank, Maintenance Supt. Oakes, Commissioner Hedberg – via Teams Administrative Assistant Norcross

OTHERS PRESENT: Nick De Mayo – via Teams, Janice Novak – via teams

J. Oakes called the meeting to order at 10:05 am.

J. Libby moved to approve the minutes from the February 14th meeting. Courthouse Building Committee meetings. H. Elsholz seconded the motion, and all were in favor.

J. Oakes stated that everyone received the update yesterday from D. Shilo from LBA. He asked if everyone had a chance to review the latest iteration of the operation analysis and program validation. D. Shilo stated that the reductions that the County sent to LBA were very clear and LBA has no questions. D. Shilo stated that the number for the EOC number is based on 40 occupants and they have eliminated the bathroom; it still does have the bathroom outside that will be shared with Dispatch and Sheriff.

J. Oakes reported that he was happy to see the building at 57,572 sq ft. There are other items he has found as potential reductions that were missing. EH Danson had estimated a 78,000 sq ft. parking needs assessment – county vehicle sally port. He had recommended knocking that down to 1 vehicle. The CBC recommended to keep it at 2.

Circulation Spaces – J. Oakes stated that in an email between D. Shilo and himself this past week, he questioned why LBA was recommending making the staff elevator a 3-floor unit vs a 2-floor unit. In the note it is carrying 2 but the other column is showing 3. D. Shilo explained that the reason they recommend a 3-floor unit is if there is any need for an accessible access to the basement, the only way to access that would be to use the prisoner transport elevator as this would be the only option if the staff elevator only had 2 stops. He stated that if they know that using the prisoner transport elevator in those instances would be acceptable, then they can remove the 3rd stop. He wanted to keep it in there until they confirmed. J. Oakes stated that whatever storage they have in the building would be in the spaces within the department. There would not be the separation from the storage areas like there is now, which is inconvenient. The only thing in the basement would be the tunnel coming in from the DoC, electrical room, maintenance spaces and it would not make sense to put the extra floor on the elevator for maintenance staff. They can use the prisoner elevator. J. Libby asked if the custodial closet would be located down there, and if so, would they use the prisoner elevator since it is after hours. D. Shilt noted that the more that is put in the basement is potentially more of a savings. If they have storage or they want to get to custodial carts and don't want to use the prisoner transport elevator that is an additional stop. J. Libby stated that she thinks they should have the 3rd stop right now through the conceptual design and if they decide down the road to remove it

then they can. K. Hedberg agreed and stated that they can get through further development of the plan and see how the building unfolds, then decide if the 3rd stop is needed.

Elevator – DoC – J. Oakes noted that this elevator does not need a 3rd stop, as there is no 3rd floor. D. Shilo stated that he can reduce one of those stops. J. Oakes asked about repurposing the elevator that is there, as it is the newest elevator on the complex. D. Shilo stated that they not able to do that.

Public Stairs – J. Oakes stated that the programming shows 2 sets of public stairs and he is not sure why there is 2. He feels having a main set of public stairs as you walk in the building is sufficient. D. Shilo explained that it is because of the assembly function of the lobby during busy times. Anytime you have above 50 people, there needs to be 2 ways out from a floor. Public areas always requires 2 stairways out. There is another set of stairs on the secure side of the building but the public wouldn't be pulling an alarm to access those stairs. They need 2 means of egress on the public side.

J. Oakes noted that the Sheriff had asked for a 4-cruiser sally port and they knocked it down to 2. The square footage listed doesn't match the reduction that was made. D. Shilo stated that he would look further into that.

J. Libby stated that she is pleased with the work done this far. They have come along ways from the EH Danson report and the first draft of this programming report.

J. Oakes stated that one of the emails from Bob was addressing asbestos' abatement and trying to get their arms around quantities and what that potential cost might be. Bob reached out to a contractor who is willing to work with them on coming up with a cost estimate. D. Shilo stated that there is a probable asbestos abatement cost of \$325,000. J. Oakes stated that he is inclined to believe that the EH Danson numbers might be more accurate as far as square footage of asbestos goes. J. Libby stated that they have time to figure that out. Tim from Northridge is also putting together another estimate for demolition costs. D. Shilo noted that he is thinking that, regarding the demo of the existing building, they would advise the County to stick with their estimator's statement of probable costs. Northridge contracting has been very generous in providing this number but since they have a number for the demo from their estimator, they would advise the County to use that. If the County agrees, LBA would like to use the numbers from their estimator on the demo.

Questions from the public - J. Oakes asked if there were any comments from the public. There were none.

J. Libby asked what their presentation will look like to the Commissioners. The Courthouse Building Committee will meet with the Commissioners at 10:00 on Tuesday. J. Libby stated that she can send the Commissioners the first 7 pages of the document, which is all of the summary information. K. Hedberg stated that she felt that the summary pages are adequate. When we do that, a general presentation that this is a completely new process and they are really pleased with the numbers and go from there.

J. Libby asked D. Shilo that once he confirms the number on the vehicle sally port, that he send them an update of the iteration if it makes any changes. J. Oakes noted that the elevator on the DoC side, he's sure it will change costs going from a 3 floor down elevator to a 2 floor.

10:40 AM With no further business, the meeting was adjourned.