

Minutes of the Meeting of the Lakeshore Redevelopment Planning Commission

Location: Offices of Rist-Frost-Shumway Engineering, 71 Water Street, Laconia, NH

June 21, 2018

Meeting called to order at 9:30 AM.

Attendance: George Bald (Chair), Gino Baroni, Robert Cheney, George Hurt, Rusty McClear, Chris Shumway, Peter Spanos

Approval of Meeting Minutes

Approval of the minutes of the June 6, 2018, meeting was deferred. Chairman Bald noted that, due to technical difficulties associated with the City of Laconia's recording system in City Hall, no videotape or audio recording of the local area broadcast the Commission's meeting on June 6 was available.

Discussion of Status of Brownfields Investigation

Commissioner Cheney reported that Michael Connor of NH Dept. of Administrative Services confirmed that the NH Dept. of Environmental Services could take a transfer of funds – upon approval of Governor and Executive Council – from the Commission's appropriation to pay for removal of remaining underground petroleum storage facilities and any residual soils at the Lakes Region Facility in order to engage one of NHDES' pre-qualified, competitively bid service firms. Mr. Connor stated that EPA, one of the potential funding sources for additional investigative work at the site intended to conduct a site walk in the near future. Commissioner Cheney volunteered to participate in the EPA site walk as part of the ongoing effort to ensure coordination between the three different, but complementary work scopes addressing further subsurface investigations at the Lakes Region Facility being developed by Nobis Engineering and coordinated with Lakes Region Planning Commission.

Master Planning Request for Qualifications and Proposal (RFQ/P)

Commissioner Shumway updated the Commission regarding the proposal for master planning services that was issued at the end of May 2018. He noted that the Commission followed the same process used for the strategic planning services RFQ/P – publishing legal notice of the RFQ/P in newspapers, posting the RFQ/P on the State's web site, and personal contact made by Commissioners with several firms to provide actual notice of the availability of the RFQ/P. Commissioner Shumway reported that only one firm responded by the identified response date, but that particular firm and team – NBBJ and VHB – were very experienced and very well qualified.

The Commissioners reviewed the process by which the RFQ/P had been noticed, queries from prospective responders answered, and the submission received. In response to inquiries from the Commissioners, Commissioner Shumway stated that individual follow-up was made to each company that had made an initial inquiry to encourage the submission of responses to the RFQ/P. Several firms responded that they were not interested in the nature of the project or that the proposed project was outside the area of their expertise. Overall, Commissioner Shumway reported that the current market for master planning services was very tight in New England.

There was some discussion among the Commissioners regarding the scope of the RFQ/P study area. The primary study area was identified as the so-called Parcel A, the main area of the Lakes Region facility of approximately 200 A. Parcels B, C, and D were identified as subject to agreements with the NH Dept. of Administrative Services. Mr. Connor said he would provide those agreements to the Commission. Parcel AAA was identified as state property, but subject to an agreement with the NH Dept. of Natural and Cultural Resources. Chairman Bald said he would talk to Commissioner Stewart get more information regarding the nature and extent of the understandings surrounding that property.

Presentation of draft Market Analysis update by Camoin Associates (Rachel Selsky)

Ms. Selsky summarized that, according to information obtained from analyzing current markets and market trends, three scenarios were identified for further analysis -- two mixed use scenarios (resort and sports complex anchors) and a residential-based scenario. The residential based scenario was based on near-term market opportunities and the mixed use scenarios on longer term opportunities. The next step in the strategic planning process was identified as a disposition assessment and economic analysis of the three different potential development scenarios.

Russ Thibeault of Applied Economic Research, an independent contractor hired by the Commission to review and provide additional comment on the information generated by Camoin Associates, stated that the approach and scope of the study areas used by the Commission and Camoin for the market analysis were generally valid, e.g., the use of a broad geographic scope for the study area. He identified as a key planning issue the time horizon for development. He was not surprised that, if the time horizon for development were short, the market analysis would point to residential development as a viable redevelopment scenario given current market and economic conditions. Other, more complex development scenarios would need a longer time horizon -- as long as 10-20 years. To further analyze potential scenarios, he said that more information would be needed.

Several Commissioners then engaged in a discussion of a health care-based development scenario, including consideration of assisted-living facilities and continuing care communities. Several commenters noted the need for more information to further assess the identified development scenarios and the need to consider land-banking to allow some flexibility for longer-term build outs.

At 10:50 AM the meeting was recessed temporarily.

At 11 AM the meeting reconvened.

Interview of NBBJ Master Planning Team

Representatives of NBBJ (led by Alan Mountjoy), along with representatives of their team members – VHB and PC Construction – presented the Commissioners with an outline of their response to the RFQ/P, including details of their qualifications and examples of representative prior work. Mr. Mountjoy noted that the site had great potential for various kinds of development. He discussed with the Commission several facets of the planning process that would be scrutinized in great detail as the planning process progressed, such as environmental concerns (in particular, management of stormwater), topographical challenges, and maintaining the character of the site and its place within the neighborhood and city. In response to a question from Commissioner Shumway, NBBJ expressed its confidence that it could meet the requirements of the RFQ/P and stay under a \$150,000 price cap.

At 11:55 AM the meeting was recessed temporarily.

At 12:05 PM the meeting reconvened.

Discussion followed regarding the NBBJ presentation. Commissioner McClear stated that NBBJ and its team members were known to him and had great reputations. In response to questions, Commissioner Cheney noted that under the Commission's enabling statute the Commission was not required to re-notice its RFQ/P simply because only one planning team has responded to the Commission's RFQ/P.

Commissioner McClear moved that

the Commission accept NBBJ's response to the RFQ/P and engage NBBJ for an amount not to exceed \$150,000 using the same general contract terms and contract execution process as used for the Commission's Agreements with Camoin Associates and Applied Economic Research to perform as set forth in the RFQ/P using funds appropriated under 240:4, Laws of 2017; that a contract for such services be prepared and presented to Mr. Mountjoy for signature at the earliest possible date; that Commissioners Bald and Cheney, either one depending on availability, be authorized to execute such contract on behalf of the Commission; and that Commissioner Shumway be designated as the contracting officer during the implementation of this contract.

Commissioner Spanos seconded the motion.

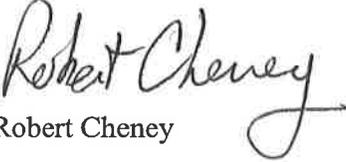
A brief discussion followed. More than one Commissioner noted that a lot of thought and effort went into the NBBJ presentation. Mr. Thibeault asked to comment and noted, in particular, that team member VHB does excellent work.

The Commissioner voted 7-0 to adopt the motion.

Chairman Bald tasked Commissioners Cheney, Shumway and Baroni to prepare a standard Commission contract and complete execution of the agreement with NBBJ at the earliest possible date.

Commissioner McClear moved to adjourn the meeting. Commissioner Baroni seconded the motion. All voted in favor of adjournment.

The meeting adjourned at approximately 12:30 PM.


Robert Cheney