

Official
As of 11/23/10

**CAPITAL IMPROVEMENT PROGRAM (CIP)
COMMITTEE MEETING
MINUTES**

November 16, 2010

**HOOKSETT MUNICIPAL BUILDING
35 MAIN STREET
(2nd floor room 204)**

CALL TO ORDER

Chair R. Duhaime called the meeting to order at 6:05pm.

ATTENDANCE

Robert Duhaime, Marc Miville, Nancy VanScoy, Jack Mudge, and Steed Celio.
Excused: Dana Argo.

REPRESENTING TOWN OF HOOKSETT

Christine Soucie, Finance Director

Approval of Minutes for 11-02-10 & 11-09-10

M. Miville motioned to approve the minutes of 11-02-10 with edits by M. Miville.

Seconded by J. Mudge.

Vote in favor. J. Mudge and S. Celio abstain.

M. Miville motioned to approve the minutes of 11-09-10 with edits by M. Miville.

Seconded by J. Mudge.

Vote in favor. S. Celio abstains.

BUSINESS

HIGHWAY

Dale Hemeon & Jodi Pinard DPW.

D. Hemeon: #17 Beaulnesne Drainage Upgrade. Council told me to come up with a plan, because the Beaulnesne people complained.

J. Mudge: Where is this subdivision?

D. Hemeon: Beauchesne Development across from Town Hall has had a lot of flooding in the last couple of years (25, 50 & 75 yr storms). There are a lot of poorly drained soils. We put in monitoring wells a year or so ago and had 10 ft of water. Recently we checked the wells and they were dry; we had a dry summer.

R. Duhaime: This is an older subdivision in Town.

D. Hemeon: Most pipes in that development are undersized. We had a developer nearby who was going to pick up \$150,000 for drainage upgrades, however that project didn't go through. Stantec's estimate is \$500,000 and put it in the CIP as \$600,000. We keep plugging along when something goes wrong to upgrade. I was told to come up with a plan and here it is.

R. Duhaime: It was recommended by the Council to move forward with this item?

N. VanScoy: Recommended by Council to send it to the CIP Committee. Dale, do you think what we have looked at for Fire and Rescue "Fire Apparatus Capital Reserve" we could have for DPW; a more general line for infrastructure?

D. Hemeon: I believe in a rainy day theory (i.e. Benton Rd. \$425,000, Martin's Ferry Rd. bridge, and \$90,000 water main at Library). There should be money put away for major repairs.

R. Duhaime: In the Master Plan it states the Planning Board should meet with the Sewer Dept. annually. Next sewer line where?

D. Hemeon: The theory now is wait for a developer to pay for it. Years ago if this Town put money aside for infrastructure, we would have money for sewer and water. The CIP is frustrating. We have the same requests now for the past 3 yrs. Council thinks they are saving money, but they are costing us a lot of money down the road. Plan we came up with is a good plan. I am afraid it is going to get to the Council and they are going to chop it up. This is vital to the Town.

R. Duhaime: Highway will have a vehicle fund.

D. Hemeon: In 2003 we bought loader and backhoe paid out of the account. I think \$20,000 per year. Now we run our vehicles to the ground.

M. Miville: And then lease vehicles because you need them right away.

D. Hemeon: We get input from here to the Council and then to the voters.

R. Duhaime: Inventory of the Town; how many roads?

D. Hemeon: Beauchesne is a good-sized subdivision. Is it a priority? No, but I believe the Council moved it forward to appease to the people of that subdivision.

J. Mudge: Did they have water issues before and they got worse?

D. Hemeon: We have done quite a bit of repairs. Some areas need 48-inch pipes, but that is too expensive for us. We have done Morgan and others as big as we can. A 48-inch pipe has to be down 8 ft and then you are hitting gas, etc. During a dry summer, Beauchesne is fine.

N. VanScoy: Is this just part of having a couple of wet years, or is it the pipes? If the nearby development doesn't happen, what does that mean? There are a lot of questions. Is this a true need? There is fact that some pipes are old and rusted through in some places and undersized.

D. Hemeon: For a 100 yr storm design, then the subdivision has undersized pipes. We upgraded Short Ave., Grant and are pecking away at them when there is a need. The Mother's Day flood a few years back and those types of storms are extreme. During a normal season you may get a little street flooding. In my opinion, this is no a big priority for that money.

M. Miville: I agree with Nancy. Take out "Beauchesne" and make it a more general line item.

D. Hemeon: I agree with you that there shouldn't be a name on it. I was told by Council to have this line item. I think people in that area were reacting to the water at the time.

M. Miville: Make it a general line item and more than just the Beauchesne development.

Board consensus: Yes make general infrastructure reserve fund vs. specific to Beauchesne.

S. Celio: Switch out the line and then it is up to Dale to decide where the money is spent.

D. Hemeon: I would still need to go to the Council to spend. Does it have to go back to the voters?

C. Soucie: All of our reserve funds have an agent assigned.

R. Duhaime: Plow and one-ton reserve, do you have a plan if you get that money?

D. Hemeon: We thought it out well. It is a start and hopefully we can get this CIP plan past.

R. Duhaime: Backhoe?

D. Hemeon: We need the backhoe now.

N. VanScoy: Now you need a plow dump truck, one-ton dump body, backhoe, and another one-ton dump body.

D. Hemeon: What I need the most is the backhoe.

J. Mudge: \$150,000 is that how much a backhoe cost now? A friend of mine has gone to auction and has done very well there.

R. Duhaime: Caterpillar takes your machine and completely rebuilds and provides a warranty.

D. Hemeon: I would like a 450 Cat. A smaller John Deere is \$120,000, but I need a bigger machine for our jobs.

J. Mudge: Buy at a better price and get a bigger machine.

D. Hemeon: I am leery of auctions; motor can blow. Are they true hours? I had to rent equipment for the Library project. If we had our own machine, that would save us money.

N. VanScoy: Look at what Carol has done; dump truck \$75,000 year. I show the cost for a plow dump truck is \$150,000. So we are looking to replace these vehicles every 2 years.

D. Hemeon: Get rid of 2 vehicles and keep 2 as a spare. If you funded that every 2 years, I could get a truck. The two one-tons I had are scrap. I have none now.

J. Mudge: Are you using the plow trucks for salting too?

D. Hemeon: We use a one-ton for the Town Hall parking lot and smaller streets (Maple and Rosedale). I have beaten that one-ton in Parks & Recreation over the last couple of years.

J. Pinard: We scrapped 2 one-tons and 2 pick-up trucks this year.

M. Miville: Pick-up can be under the capital reserve fund vs. CIP plan.

D. Hemeon: A crew cab is \$27,000 and a 2-wheel is \$33,000. My 2008 pickup with cab and a steel plow was \$33,000.

R. Duhaime: #22 Town Building Maintenance Capital Reserve Fund is already at \$50,000. #24 Loader Capital Reserve Fund has not been started.

M. Miville: Pickup one-ton with dump body is \$15,000 each year.

J. Pinard: #19 One-Ton Dump Body Capital Reserve Fund is \$25,000 each year.

M. Miville: No write-up description on CIP plan for the pick up? One-ton says \$50,000.

D. Hemeon: One-ton 2 yr plan is \$50,000. The pickup has no write up description on CIP plan.

J. Pinard: We scrapped the 1998 and 1995 (junk yard).

J. Mudge: Did the frames rot out on these things?

D. Hemeon: Yes. When I first took over sanders they were on the one-tons and I didn't like that. The Parks & Recreation dump body sides rotted out. Winters plowing are tough on a vehicle; hitting sewer manholes and frost heaves.

N. VanScoy: Pickup truck falls under category (capital reserve) that Carol mentioned under \$50,000.

D. Hemeon: I would love to put it in my budget and purchase a truck. The CIP plan has changed so much by Council; in CIP, out of CIP, in, out, etc.

R. Duhaime: If \$50,000 total item, put in your budget.

D. Hemeon: How can I get it in my budget when I have to cut it by 1%?

N. VanScoy: You do very well getting your budget through a lot of the time.

C. Soucie: Any wheeled vehicle, no matter the amount, needs to be in a CIP plan. That would have to be changed to take out "wheeled". Council has the authority to take an item out of the CIP plan and put it into a department's budget.

PARKS & RECREATION

Parks & Recreation Advisory Board attendees: Susanna Hardgreaves, Mike Horne, Jacqui McCartin, and Dave Elliott.

M. Horne: We have one CIP item #21 Parks & Recreation Facilities Development Fund. 2 yrs ago we requested a \$10,000 warrant to go forward, however based on impact fees I had it taken out. Last year taken out?

D. Hemeon: Last year the Council took it out. It was a bad environment and bad economy. We have got some stuff done with impact fees.

M. Horne: We gave \$85,000 back and we are working with the Conservation Commission for a new field at Peterbrook.

D. Hemeon: We just spent \$59,000 rebuilding both tennis courts (from impact fees). One year we also installed lights at Peterbrook with HYAA fund assistance. I didn't seal the tennis courts this year; done in spring and painted. And we resurfaced the track. We opened up to bid except for the painting.

J. Mudge: Where are they out of?

D. Hemeon: Gilford, NH - GMI specializes in tennis courts for paving. Blue Ribbon did the fencing.

M. Miville: \$23,600 after all repairs you just mentioned?

J. Pinard: Yes, it is the balance.

D. Hemeon: The dog park was taken out of impact fees. It has worked out well with Amoskeag rowing and no conflicts. Dave has been beating me for a skating rink. We need to spend \$21,000 by December 2011 (starting January 2011 to December 2011).

M. Miville: As long as you have a plan to spend the money, then you don't need to give it back? Plan by Dec 31st 2010 then you don't need to give the money back?

C. Soucie: You have to "obligate".

D. Hemeon: We are looking at a rink and another bathroom facility by the tennis courts and playground. The sewer and water lines are right there.

C. Soucie: There are \$141,000 in impact fees. Land at Peterbrook, if we can work with the Conservation Commission for another 6-7 acres that could be another couple of fields.

J. Mudge: Is this the site where the guy proposed the roller rink?

D. Hemeon: Yes, it is for sale. \$2,000 (HYAA pay half) for assessment. Park & Rec Board put a lot of pressure on the Conservation Commission to get the land. I know Conservation looks at wetlands, but we have been looking at this for a long time.

M. Horne: We are working with Conservation for passive and active sports (current use). Pinnacle was getting a recreation break. My goal to make the pitch that we need a \$10,000 cumulative fund to grow.

D. Hemeon: It does add up.

R. Duhaime: The way the economy is going there are not a lot of impact fees.

M. Miville: We are hearing plans now.

M. Horne: Our 5 yr plan is for new stuff.

D. Hemeon: The biggest need for a lot of years are fields. Things are so expensive.

M. Miville: Any plans for a Town swimming pool?

M. Horne: At the Head's Pond trail end is the "Great Pond". The Master Plan has it known as the "Town Pond".

D. Hemeon: That is a beautiful area. The upper Donati parking lot was for a swimming pool. Riley got that land from the State for a swimming pool. It is still State owned and the line is the brook.

R. Duhaime: Conservation and Planning Board hat, passive recreation and active recreation. Conservation Commission promotes passive recreation. They have their own fund, but they are looking for your plan.

D. Hemeon: You have to cater to everyone; tree lovers (passive) and children's fields (active).

M. Horne: Steve Couture has been involved in trailheads-to-trails like up north.

D. Hemeon: The Conservation Commission is supposed to purchase land for recreation.

M. Horne: I am trying to work closer with the Conservation Commission.

D. Hemeon: We have had impact with the Conservation Commission.

M. Horne: The Pinnacle will make a nice Town park.

N. VanScoy: The Pinnacle deed said we are allowed to build a parking lot.

M. Horne: Can I get a copy of the Pinnacle deed, before tomorrow night's Council meeting?

N. VanScoy: I will look at home for it.

SAFETY CENTER

#26 Reconstructive Renovations at Safety Center

M. Miville: Same proposal as last year?

D. Hemeon: Last year we lost by 25 votes. It is the same proposal Harvey brought forward.

N. VanScoy: 558 and 414, failed by 145 votes; 57 % in favor and we needed 60%.

C. Soucie: It past by majority but didn't get the 3/5th.

R. Duhaime: Is the safety center going to get funded at the Council?

M. Miville: Any thought of splitting funds up into 1/3?

D. Hemeon: Christine, does Carol have any thought of having Harvey come back in?

C. Soucie: I don't know that.

M. Miville: They should have made a better presentation at the deliberative session.

R. Duhaime: When the safety center was proposed, they said "build it now and save money, because the building will cost us more in the future". Now they want \$1.58 million in repairs.

D. Hemeon: The problem back then they were very tight. I told Harvey I want to know who your contractors are and they gave us a list. HL Turner put out to bid and that is how we got Harvey. This was a good plan by Turner and Harvey to fix the safety center problems.

R. Duhaime: Is this a line item on its own or with the Town Building Maintenance Reserve line?

C. Soucie: Own line because of bonding.

D. Hemeon: You have to present what the Town needs. It is a vital building that holds the Fire and Police Depts. When you take a building like this (Town Hall), an old building, it is expected that things have to be replaced.

C. Soucie: Marc, the 1st year \$56,000 and difference to \$45,000 are bond costs.

CONSERVATION COMMISSION

#7 Future Land Purchase for Conservation

J. Pinard: The Conservation Commission has \$50,000 each year for future land purchases. There is one million in their trust fund balance. The Pinnacle purchase is being presented tomorrow night, along with a couple of other parcels. The Conservation Commission CIP is before you to begin to add to that fund to meet the Master Plan and conserve land in Hooksett to keep it green.

R. Duhaime: The Planning Board institutes the Master Plan. There were a huge amount of voters on the Master Plan to conserve land, but no plan to get it done. Any land

purchase must go through the CIP Committee as it states in the handbook. \$50,000 could go for the Peterbrook purchase.

J. Mudge: You have a million in there?

J. Pinard: Almost 1.1 million. For the Clay Pond purchase, Bearpaw did the legwork to help out on funds (grants).

J. Mudge: How much is the Pinnacle purchase?

J. Pinard: I don't know.

J. Mudge: That would be a good situation for Peterbrook. They have been looking at that land since 2001.

R. Duhaime: To have a Town park but have no sidewalks or a parking lot? That should be a bigger plan.

J. Mudge: Is Peterbrook owned by the Town?

N. VanScoy: Yes, it was deeded to us by MS&G.

OTHER

M. Miville: Carol asked this committee for an invite back to the CIP. Should she be here on Nov 23rd (school presentation and Christine's spreadsheet development), OR Nov 30th (our CIP Plan vote), OR she doesn't have to be here at all if we don't need her.

N. VanScoy: I would like her to attend Nov 23rd.

Board consensus: Carol to appear before the CIP Committee on Nov 23rd.

*M. Miville motioned to adjourn at 7:30pm. Seconded by J. Mudge.
Vote unanimously in favor.*

ADJOURNMENT

Chair R. Duhaime adjourned the meeting at 7:30pm.

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator