

CAPITAL IMPROVEMENTS PROGRAM MEETING
August 26, 2010

The Capital Improvement Program meeting was held at 6:00 PM in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry.

PRESENT: Capital Improvement Plan (CIP) Committee Members: Town Council Liaison and Chairman, John Farrell; Planning Board Rep., Mary Soares (6:03PM): Vice Chair and School Board Liaison, Ron Campo; Budget Committee Member, John Curran; Planning Board Rep. Rick Brideau; Budget Committee Alternate Lisa Whittemore.

Staff Present: Town Planner, Tim Thompson, AICP; School Business Administrator, Peter Curro; Executive Assistant, Margo Lapietro.

APPROVAL OF MEETING MINUTES

**R. Campo made a motion to approve the meeting minutes of 6/21/10, second by R. Brideau.
Committees vote 4-0-0.**

PROJECT PRESENTATIONS

Conservation Commission – Open Space program Mike Speltz a member of the Conservation Commission was in attendance and provided a slide presentation. The Town Council established a new Open Space Taskforce this past Monday night. The Open Space Plan approved in 2005 calls for a review every 5 years. Part of the Council’s goals this year is to look at the affordability of the Open Space Plan; they want to let the voters decide if they want to go forward. A study released this summer by the USD of Agriculture indicated that one of the most threatened watersheds in the nation is the Merrimack watershed it is one of the areas that has the projected fastest disappearing forest. This is a 30 year projection. P. Curro asked if the federal government is supporting funding a project to protect this area. M. Speltz responded yes, there is some. M. Speltz said we are talking about 25% of Open Space protection strategy tonight (75% does not require local appropriations). 43% should be left in open space according to the 2005 Open Space Plan, of that there is 2,900 acres that are high value parcels that will be developed if we don’t protect them. 14% are already protected in town, 13% in small parcels and another 5% is protected by other means. He proceeded to show the lands protected and the mix of ownership. He explained anticipated development of land in town. He listed the top 20 important parcels by natural resource value located in town. He recommended resuming the Open Space bonding at \$1M per year, maintain the ability to obligate funding funds, focus on remaining farms, continue use of the Open Space Plan criteria. He listed the 3 main considerations of the criteria for the Open Space Plan. P. Curro said one of your main goals was to connect all conservation properties. M. Speltz said it is still a goal and the purpose was to make it sustainable. The bigger an area you can make the better. They want animal and plant population to be able to move from one area to another, they provide the corridors between the hubs. M. Soares asked if they are getting any more people involved and how many are on the

Commission. M. Speltz responded 5 permanent and 3 alternate members. M. Soares questioned the stewardship. M. Speltz responded in the case of conservation easements they are maintained by the owners. The Conservation Commission monitors the easement once a year. Chairman Farrell said the Council discussed the stewardship and wanted a complete inventory, figure out a stewardship plan and figure out how to go forward. M. Speltz said Town owned land has forest management plans. M. Soares asked who is implementing the plan Conservation Commission or the Trailways. M. Speltz responded both. J. Curran asked what is the status of the money in reserve. M. Speltz responded it is about \$1.2-\$1.3M. They had \$500K earmarked for the Mack land. J. Curran said they are purposing to earmark \$1M and he asked for how long. M. Speltz said the authority is there, if there are no good projects they want to be prepared. J. Curran asked what the federal funds are based on. M. Speltz said once a bond is issued it is all in the same pot the object is to keep the pot revolving. J. Curran asked what the tax impact would be on the \$1M. P. Curro said it is hard to say, depends on how long out it is. T. Thompson said he works with Sue Hickey and Peter Curro to put together the financials and spreadsheets to determine the tax impacts after the CIP is determined. R. Campo asked if we are on track with Open Space compared to other towns. M. Speltz responded we are the same or slightly ahead of the state average except for Auburn Open for discussion. Pauline Caron 369 Mammoth Rd. asked how much of the money from the Conservation Commission is used each year to manage property. M. Speltz responded it varies typically under \$10K. P. Caron asked when the Woodmont property is taken out of current use how much money does he anticipate receiving R. Brideau responded 10% of the market value and when that is determined it will go to the Conservation Commission. Martin Srugis, 17 Wimbledon Drive said when you take land out of development in Londonderry the land near it goes up in value. He would like to see a tax study about how much that value will go up and the tax impact on the homeowner. J. Farrell explained what drives the tax rate is what we decide to spend. Land may be assessed at more money but no matter what the land is assessed at that is reflective of what we spend. If your assessment is raised if we spend more money your assessment could go down, it could stay the same but the tax rate will go up. Either way you are going to pay more. We need to control budgeting and spending. R. Brideau said M. Srugis is asking about the scarcity of land, when it is taken out everything else is worth more money because there is isn't as much of it. P. Curro said one of the other advantages of Open Space is that it is a negative impact on taxes (does not require services such as school). Conservation land adds to the property and at the re-sale is where it is cost effective. M. Soares said we have to distinguish between buildable and non-buildable land. M. Speltz proceeded to share the rationale of how the Commission scored their project.

School District – District Wide Renovations - Peter Curro said the district wide renovation bond for the maintenance trust budget is from \$550-\$600K for the next 10 years. He proceeded to list the items and their priorities. The purpose of the bond is two-fold; we are falling behind our comfort level in maintenance. If they get the bond of \$600K from the maintenance trust fund each year they should be OK if they don't get the bond every one or two years it will be critical. The purpose of the bond is that they reached a "bubble" in the next 5 years because two projects have put them behind. The High School parking lot was estimated at \$200K, it came in over \$400K. The high school track was originally budgeted at \$200K it will come in at \$500K. With \$550-\$600 per year in the maintenance trust fund if nothing else big goes wrong they won't have to float the note. The bond was put out to 3 years. R. Campo said this is a contingency bond, if the voters continue to support the CIP program the bond might not be necessary. Their

intention is not to use it but to alert the CIP Committee to the fact that things can happen, they would like to continue to pay as they go. R. Campo said it is for the maintenance of properties. T. Thompson said ideally they will be looking at FY14 (*corrected following the meeting to FY 16 consistent with School Board vote in July*). J. Curran asked what would the range of the bond that they would be looking for. P. Curro said they guessed at a \$2.5M or \$3M bond at probably 4% – 4 ¼%. It would be a 10 year note. R. Campo said the note does not eliminate the maintenance trust. We would have the maintenance trust and the note on top of it. Open for discussion. Martin Srugis, 17 Wimbledon Drive asked why did track cost 50% more than was estimated. P. Curro explained that when originally thinking about doing a major overlay, the engineers found out water was coming in under the track and going into the subsurface. If it was not corrected there would be significant damage to the subsurface. After rainfall there was a pond on the field. They spent \$100K last year doing drainage, the gravel, asphalt and top coat will be done this year. Srugis said this information should have been given out to the public. R. Campo said it was discussed at the board meetings. M. Srugis asked if there was any contamination of the soil of the underground tank that was pulled out at Matthew Thornton. P. Curro said they are monitoring 3 wells, got 1 hit of contamination and it was very low. The cost to monitor these wells over 3 years will be about \$10K.

Cable Department – Londonderry Access Center - Drew Caron, the Assistant Director for the Cable Access Center was in attendance. They are requesting to put an addition at the Access Center that will accommodate the LHS television production class. The addition and it's furnishings will be signed over to the School District upon completion of the project. The addition is estimated at 1,500 sq. ft with a total cost of about \$3000K; \$200K for the building and \$100K for equipment to include the studio, a prop room, a control room, classroom, a bathroom, and an office. The funds to construct the addition come from the Cable Special Revenue fund. Currently the 4,000 sq. ft. building is split between the town and the school district; the hours have had to change. They believe the services that they provide are heavily impacting the cable TV and the school. He explained the conflict between the kids being there from 7AM to noon and the cable's inability to provide access to the building for regular use. The addition will give another entrance so the security issue will be void. The school will have use of the new addition with no time stipulations. T. Thompson asked when is this planned to be constructed. Drew said he assumes it is 2-3 years out. J. Curran asked if it is conceptual at this time do they have a rough plan. D. Caron responded it is conceptual right now, they have no plans. M. Soares asked what are the parameters of the cable funds, how can it be used. D. Caron said he understands the Town Council has to approve it; there are no restrictions as long as it is cable related. Open for discussion. Pauline Caron, 369 Mammoth Rd asked if the cable studio has money to pay for it why are they requesting CIP monies. J. Farrell said they made the request and all spending has to come through the CIP. M. Soares said the CIP is a planning document, we don't decide on how it is paid for. Our role is to see how this would benefit the town. T. Thompson said the decision to spend the money resides ultimately with the Council, the School Board and the voters. Ron Campo said all capital projects have to be on the CIP no matter how they are funded. It has to be on the plan for the state. J Farrell said it is also required by our Charter, it is an advisory document to the Planning Board it is not a legal document. It is also a mechanism on how we get our bond rating, our funding.

Senior Affairs – Sanborn Road Offsite Improvements Stacy Thrall, 9 Crosby Lane, Chair of the Elder Affairs Committee gave the background information to extend and expand service lines to a proposed new development at 30 Sanborn Rd. consisting of 40-60 affordable age restricted housing units. They propose using funds obtained from Southern NH Services land acquisition, HUD 202 to complete the project. Southern NH Services was selected to help obtain funding for the project. The total cost is \$1.3M including the sewer upgrade. T. Thompson said theirs is related to a priority 3 project that is already in the CIP. The Mammoth Rd. portion was originally proposed to be part of a conditionally approved multi-family development that has been since withdrawn by the developer on Sanborn Rd. It has been in the CIP for the last several years through the Public Works Dept. proposed to be funded by a private developer contribution as well as access fees and other things. This is in concert with an existing project in the CIP. The other part of \$1M is to extend the sewer service from the intersection of Rockingham Rd. to the project site. S. Thrall explained the source of funding will come from a CDBG grant of \$500K and land acquisition which they are projecting could be anywhere from \$720K to \$900K. The property has wetlands; they are not sure how many units will be developed. There may be shortfalls and they will approach the town for the monies. S. Thrall proceeded to list the high points of the project which include:

Addresses an emergency or public safety need

Addresses a deficiency in service or facility

Provides capacity needed to serve existing population or future growth

Results in long-term cost savings

Supports job development/increased tax base

Furtheres the goals of the 2004 Master Plan

Leverage the non-property tax revenues & matching funds available for a limited time

She said the HUD Sec. 202 funding might be going away after 2011. R. Campo asked if this does cover water, sewer and the housing. T. Thompson explained the \$1.3M would be for the off-site improvements to include the roadway, sewer, water and the work at Mammoth Rd. Southern NH Services will be the developer of the property; they eventually will buy the land from the town and manage the property. T. Thompson said they would be asking for this in FY12. He also said because this project is so dependent on grant funding at this point all we have is a concept. We came up with the \$1.3M figure because of the project proposed across the street for the 96 units. The scoring for the project was discussed. J. Curran said they need the priority to get the grant. R. Campo stated that the scoring changes with the funding. M. Soares said the CIP recommendation is contingent on the grant. Stacy said it looks like it will be covered by the land acquisition and the CDBG but if they can't bring a certain amount of units on that land it will bring down the amount the developer will pay for that land they will need money from the town. Open for discussion. Deana Miele, 8 Valley St, said the 202 funding might be going away in 2011, her understanding is there is a possible chance it can come back. She said she thought SNH Services is responsible for sewer and water and road repair it is not the taxpayers. T. Thompson said whoever the developer is they will be responsible. D. Miele said the road has to be maintained by the developer. She said she is not against Senior Housing she is against using the property. That money should not come from the taxpayers, there should be some type of clause that if they don't get the 202 grant and the grant for the sewer and water, nothing should be put there and the taxpayers should not pay for it. J. Curran said there would

be some impact on the road with the installation of water and sewer. S. Thrall said the repairs of the road and off-site improvements are included in the \$1.3M. Time will tell if they have to go to the taxpayers for more money. Pauline Caron, 369 Mammoth Rd asked if the sewer and water already ran to North School and if so why are they talking about a separate line. T. Thompson responded it is an upgrade to that line to make sure it is sized appropriately.

Chairman Farrell explained they will go through scoring and prioritizing all the proposed projects.

T. Thompson stated that there were two more opportunities to discuss the CIP projects with public meetings being held on 9/8 at the Planning Board workshop and on 10/13 for the public hearing with the Planning Board.

At this point in time the committee took a 5 minute break and Lisa Whittemore the Alternate Budget Committee member joined the committee.

CIP COMMITTEE DELIBERATIONS

Scoring of Projects

Prioritization of Projects

Placement of Projects in the 6 Year Program

2012-2017 CIP Project Submissions - 8/26 Meeting Worksheet

Project	Department	Cost	Placement in 2011-2016 CIP	Dept/Board Score	CIP Committee Score	CIP Committee Priority Assignment	CIP Committee Placement in 12-17 CIP
New SAU Office	School District	\$250,000 (A&E), \$2.5 million (Construction)	Priority 2, FY 12-13	28	28	2	FY 14-15
Auditorium	School District	\$500,000 (A&E), \$1 million (Site Prep), \$15 million (construction)	Priority 3, FY 14-15	20	20	3	FY 17 (A&E)
Central Fire Station Renovations	Fire	\$100,000 (A&E), \$1.5 million (Construction), \$175,000 (Furn/Equip)	Priority 3, FY 13-14	25	18	3	FY 14-15
Pettingill Road Upgrade	Community Development	\$12,348,000	Priority 2, FY 11 (not placed on ballot)	30	33	2	FY 12
GIS Maintenance Program	Community Development	\$160,000 (Capital Reserve, \$32,000 annually)	Priority 3, FY 11-15	19	19	3	FY 12-16
Rt. 28 & Rt. 102 Corridor Study/Impact Fee Methodology Update	Community Development	\$140,000	Priority 2, FY 11 (not placed on ballot)	17	17	2	FY 12
Master Plan Update	Community Development	\$150,000 (\$100,000 already in CRF from TM 2008)	Priority 3, FY 12	19	19	3	FY 12
Open Space Protection	Conservation Commission	\$2,000,000	Priority 3, FY 14-16	28	27	3	FY 13-14
Roadway Rehab/Reconstruction Program	DPW - Highway	\$1 Million per year (FY 12-17)	Priority 2, FY 11-16	13	26	2	FY 12 - 17
Highway Garage Improvements	DPW - Highway	\$155,500 Phase II, \$110,000 Phase III)	Priority 2, FY 11-12	15	15	2	FY 12 - 13
Recovery Way Drop Off Center Improvements	DPW - Solid Waste	\$441,000	Priority 3, FY 11	15	15	3	FY 12
South Londonderry Sewer Phase II	DPW - Environmental	\$2.415 Million	Priority 3, FY 14	15	15	3	FY 15
Mammoth Road Sewer Replacement (portion)	DPW - Environmental	\$367,500	Priority 3, FY 14	13	13	3	FY 15
Plaza 28 Sewer Pump Station Replacement	DPW - Environmental	\$3.15 Million	Priority 4, not in 6 year program	14	14	4	n/a
Mammoth Road (North) Sewer Extension	DPW - Environmental	\$714,000	Priority 4, not in 6 year program	12	12	4	n/a
Historic Property Protection Program	Heritage Commission	\$250,000 per year	Priority 4, not in 6 year program	Not Scored by HDC	7	4	n/a
District Wide Renovations	School District	\$2.6 Million	NEW PROJECT	29	27	3	FY 16
Small Equipment Replacement	Fire	\$1 Million (\$180,000/yr)	NEW PROJECT	20	CIP Comm. Does not consider a capital project	6	n/a
Londonderry Access Center Addition	Cable	\$300,000	NEW PROJECT	10	11	4	n/a
Sanborn Road Off-Site Improvements (partially related to DPW's Mammoth replacement[portion])	Senior Affairs	\$1.3 Million	NEW PROJECT	34	31	2	FY 12
Senior Center Addition	Senior Affairs	unknown	NEW PROJECT	19	19	5	n/a

T. Thompson said he will have a spreadsheet and have everything put together for the Planning Board Workshop on 9/8/10. Open for discussion. D. Miele asked if they were going to discuss the Senior Center addition. J. Farrell said it was submitted for consideration but there were no numbers submitted so it is not in the plan. It will be discussed next year.

[Please note the items in the table above in red text were amended following the meeting to be consistent with the vote of the School Board in July, as this information was not readily available at the meeting on 8/26.]

OTHER BUSINESS

None.

NEXT MEETINGS

September 8 Planning Board Meeting (Workshop Discussion)

October 13 Planning Board Meeting (Public Hearing).

ADJOURNMENT

M. Soares made a motion to adjourn at 8:35 P. M. second, R. Brideau. Committees vote 6- 0-0.

Notes and Tapes by: Margo Lapietro Date: 08/26/10

Minutes Typed by: Margo Lapietro Date: 08/30/10

Approved by: CIP Committee Date: 09/14/10

Due to the fact that this was the last CIP meeting these meeting minutes were approved via electronic vote by Committee Members on 09/14/10, copies of e-mails attached. Committees vote was 3-0-2.

Margo Lapietro

From: John Farrell [jwfarrelljr@hotmail.com]
Sent: Wednesday, September 15, 2010 8:07 AM
To: Margo Lapietro
Subject: RE: Approval of Minutes from 8/26/10

Approved

John

From: mlapietro@londonderrynh.org
To: agarron@londonderrynh.org; dcaron@londonderrynh.org; djjorge@prodigy.net; jcurran@gss-lawyers.com; jwfarrelljr@hotmail.com; mjws2000@comcast.net; pcurro@londonderry.org; rbrideau@londonderrynh.org; Ronald_Campo@fpl.com; shickey@londonderrynh.org; thompson@londonderrynh.org
Date: Tue, 14 Sep 2010 14:58:55 -0400
Subject: Approval of Minutes from 8/26/10

Hi Folks:

I have only heard back from Mary and Rick @ approval of CIP meeting minutes of 8/26/10. Need to hear back from you please!
Thanks

Margo Lapietro
Executive Secretary/Town Manager/Town Council
Town of Londonderry
268B Mammoth Road
Londonderry, NH 03053
T # 603-432-1100 x 120
F # 603-432-1128
mlapietro@londonderrynh.org

Margo Lapietro

From: Mary W. Soares [mjws2000@comcast.net]
Sent: Wednesday, September 08, 2010 4:44 PM
To: Margo Lapietro
Subject: RE: Approval of Minutes from 8/26/10

Looks good to me Margo. Motion to approve the minutes!

From: Margo Lapietro [mailto:mlapietro@londonderrynh.org]
Sent: Wednesday, September 08, 2010 10:00 AM
To: Andre Garron; David Caron; Don Jorgensen; John Curran (jcurran@gss-lawyers.com); John Farrell; Mary Soares; pcurro@londonderry.org; Rick Brideau; Ron Campo (Ronald_Campo@fpl.com); Sue Hickey; Tim Thompson
Subject: Approval of Minutes from 8/26/10

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Have not received word back from you all about approving the meeting minutes from the 8/26/10 meeting. Mary made some changes but that is all I have heard.

Attached again are the draft meeting minutes. Due to the fact that this was our last meeting I will need your votes electronically. If there are no other changes, please send me your vote.

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T # 603-432-1100 x 120
F # 603-432-1128
mlapietro@londonderrynh.org

Margo Lapietro

From: Rick Brideau
Sent: Wednesday, September 08, 2010 10:03 AM
To: Margo Lapietro
Subject: RE: Approval of Minutes from 8/26/10

AYE

Rick Brideau CNHA
Assistant Assessor
Town of Londonderry NH

From: Margo Lapietro
Sent: Wednesday, September 08, 2010 10:00 AM
To: Andre Garron; David Caron; Don Jorgensen; John Curran (jcurran@gss-lawyers.com); John Farrell; Mary Soares; pcurro@londonderry.org; Rick Brideau; Ron Campo (Ronald_Campo@fpl.com); Sue Hickey; Tim Thompson
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Londonderry, NH 03053
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F # 603-432-1128
mlapietro@londonderrynh.org

