

MOULTONBOROUGH, NEW HAMPSHIRE  
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE  
Minutes of February 23<sup>rd</sup>, 2012, Meeting

Members Present: Richard Brown (Chair); Barbara Rando; Josh Bartlett (Alternate); Alan Ballard (ABC); Peter Jensen (Planning Board); Heidi Davis (Town Finance Director); Bruce Woodruff (Town Planner)

Others Present: Scott Kinmond (DPW Director); Ray Korber (Town Engineer); Donna Keuthe (Rec. Director)

Richard called the meeting to order at 1:05 PM.

Alan made a motion to approve minutes of the CIPC meeting on January 12<sup>th</sup>, 2012. Barbara seconded and the minutes were approved unanimously.

### **Lessons Learned**

Barbara suggested the Committee add a category called "Not Considered". The committee discussed the ranking system developed and used in 2011. At issue was the concern that the BOS could sidestep section 5-d of "An Order Creating a Capital Improvements Committee - Charge and Composition" titled "5.) Powers and Duties" – "d. Expenditures Authorized or Controlled". The concern about possible sidestepping of this section grew at the prior meeting. At that meeting the Town Administrator expressed an opinion that the simple fact of presenting the CIPC committee with a request was sufficient to satisfy the charge that says "*The SelectBoard shall not request an appropriation at Town Meeting for a capital improvement purchase or product unless the proposed capital improvement is considered in the Committee's Report or the Committee has submitted a report to the Town Administrator explaining the omission. It is the intent of this paragraph that no project expenditure shall be made or undertaken unless the same has been previously considered by the Committee ...*". The Committee believes that in order to be "considered", it is necessary that certain minimum supporting information must accompany the request. The Committee also believes that in order to be "considered", it is necessary that sufficient time for responsible consideration be available to the Committee before a request can be deemed "Considered". To clarify when a request has not been provided to the Committee with sufficient minimum time and/or supporting information, the Committee's consensus was that creating a sixth category for requests called "Not Considered" might prevent such. Peter expressed concern that such designation might be sidestepped by a re-write of the Charge and Composition as such constraint does not appear to be required by the RSAs. Josh made the motion to create the category "Not Considered"; Barbara seconded and the motion was approved unanimously.

### **Soccer Field**

The Committee asked for explanation of why part of the Playground Drive road would have to be repaved as part of the Playground Drive Soccer field proposal. It was pointed out that the road was currently not in good shape, that moving heavy equipment back and forth on the road as the soccer field is rebuilt would put an added strain on the road and that the road is an emergency access for when/if the neck road is blocked off. Repaving the section of the road adjacent to the soccer field is about \$35K identified as an option alternate. Also, the field area will be raised and water from half the field will sheet off the road. The neck pathway also begins at this road. Scott explained that the BOS had already included this alternative on the 2012 town warrant for

Playground Drive, so regardless of any Committee action the town would consider that option at Town Meeting.

The Committee reviewed other aspects of the field plan. Ray Korber explained the design option B (a higher elevation) has been verbally agreed to by the State, the town will get better longevity from option B vs. A. Richard brought up the issue of irrigation. Ray said irrigation was not part of his design at this point but he suggested a low cost option would be to pump water from the wetlands area.

Jon Tolman asked if the option A would leave us with a water problem on the field. Ray said it might and that he was not convinced the lower elevation option (A) would adequately solve the water problem we were trying to get rid of in the first place.

Paul Punturieri asked if there was a grant that could be used to offset cost and for which field. Donna said the grant awarded for field rehabilitation several years ago was for the Playground Drive field.

Donna explained option B meets all Rec Dept. needs for a multi-purpose soccer field.

The Committee looked then reviewed the version of the Old-109 field plan presented to the Planning Board. Ray said he had prepared a bid alternate that included additional parking that would add \$59K to the cost.

Josh asked why there was a cost to move the gazebo even though it was identified as being moved by volunteers. Ray explained there was usually a cost involved for something like this even though volunteers were used. Josh also expressed a concern that the initial elevations supplied to the engineer may be inaccurate. Richard pointed out that the elevations were supplied by a State licensed surveyor and the accuracy would not be addressed by the Committee.

Ray was asked how far along the designs were and he responded both were at about 60% completion. He was then asked what was left and he responded; finalizing the contract documents, putting it out to bid, bid evaluation process and permitting. He said the permitting would likely be a three to four month process.

Bud Heinrich commented that he had asked at the BOS meeting why they were preparing this without the CIPC input. He said the response was they have to consult with the CIPC but they do not have to wait for the CIPC answer. Richard responded that the CIPC reports to the BOS and two BOS members have participated in the CIPC process and are aware of the Committee's concerns on this issue.

Bud asked why there was such a large difference in gravel needed between the designs for the two locations and why the larger design needed less. Ray and Richard explained the difference in engineering needed for the two distinct sites.

Peter moved that the Committee support the plan at Playground Drive as a better solution than the plan at an alternate site, and at Playground Drive we support the higher elevation plan with the alternate that repairs the road. Barbara seconded and the motion was approved unanimously.

The committee scheduled the next meeting for Thursday, March 22<sup>nd</sup>, 2012 at 1:00 PM.

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Peter made a motion to adjourn the meeting. Alan seconded and the motion was unanimously approved. The meeting was adjourned at 2:40 PM.

Respectfully Submitted,

Peter Jensen,  
Capital Improvements Program Committee