

MOULTONBOROUGH, NEW HAMPSHIRE
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES
Draft
Minutes of June 20th, 2013, Meeting

Members Present: Richard Brown (Chair); Alan Ballard (ABC); Josh Bartlett; Peter Jensen (Planning Board); Jon Tolman (BOS); Bruce Woodruff (Town Planner)

Absent: Heidi Davis (Finance Dir.); Barbara Rando (alt)

Others: Carter Terenzini (Town Administrator), Larry Berg (Town Fellow), Len Wetherbee (Police Chief); Dave Bengtson (Fire Chief)

The meeting began at 9:00 AM.

Minutes of the prior meeting (June 13th, 2013) were discussed. The following corrections were suggested: Barbara and Josh were present at the meeting, the meeting end time was 11:40 AM, the minutes should not have "Public Hearing" in the heading, Peter moved to adjourn not Alan and the last line on page one should read "The committee discussed a placeholder in the 6-yr plan spreadsheet and asked Bruce to add a line for the facility starting in 2017 for ten years with an arbitrary estimate of \$300K per year.". Alan moved to accept the minutes with the corrections noted. Josh seconded and the corrected minutes were approved unanimously.

Carter introduced Larry Berg and asked that the committee talk with the two chiefs first.

Chief Bengtson spoke to his request to change the timing of replacing two rescue vehicles. He explained that after continued review, subsequent to initially making a replacement request, he and his staff had determined that with a few thousand dollars in repairs they could get another four to five years use from one vehicle and he felt confident he could get an extra year of safe use from the other. This would allow he and his team to defer replacement until after results from the department's equipment need study are completed. The committee asked for, and received, assurance from the Chief that deferring replacement would not compromise safety.

Chief Wetherbee explained that the department purchased the 2007 Explorer so they could have a vehicle that would engage all the wheels when conditions made such a vehicle highly preferable. He said the newer vehicle option they have been replacing the older vehicles with have all wheel drive, are much less expensive to operate and maintain and are better vehicles than the older Explorer model so they decided to replace the older Explorer vehicle one year earlier. He said in the past, during a storm, the Explorer would be one of the first used vehicles but now in a storm it will just sit. He said that because of the new technology now available, the old Explorer's usefulness to the department dropped to the bottom of the list and he wants to move the least useful vehicle off the list before other vehicles.

Carter reviewed a new project proposed for 2016. He said the Lions Club building roof had been inspected and was estimated to be within a few years of needing replacement. Carter explained the Lions Club organization were in the process of negotiating an additional 6 years to the current lease that would otherwise terminate in 4 years. The Lion's interest in the extension was in part tied to an investment they are about to make in restroom upgrades. The Lions want to be sure they get a reasonable amount of usage on that investment. There was some discussion

about the possibility of the potential Rec dept. new building assuming all the town functions currently provided from the Lions Club building but Carter said that was not the current philosophy being used to determine the new building needs and so the continuation of a build that would handle town functions (i.e., Meals on Wheels, etc.) are currently intended to remain serviced from the current Lions Club building.

Carter was asked if there were any new considerations the committee should know about regarding the land purchase requests brought to the committee in the prior year. He said the only new information he could offer was that in mitigating the problems with the soccer field to enable getting a wetlands permit from DES to proceed with the soccer field rebuild, the town had used all of its available open space in the area. He said should the state require similar mitigation in the playground drive area in order to get a permit for repairing the softball field, the town would either have to purchase adjacent or nearby land or pursue more expensive options. Carter explained the land used for mitigation had to be within the same DES defined watershed.

Carter said the next financial report to the committee would be available for the Aug. 8th meeting. Bruce discussed some housekeeping edits intended for the 6-year plan spreadsheet.

The committee asked Bruce to add the future shelving expense back in as the project continues to be one that meets the criteria for CIPC review even though the costs may have been separated into multiple years bringing the cost in a particular year below the \$10K project criteria cutoff. That way the project will be treated the same as other projects that the expense is spread over multiple years.

The committee discussed the 2-year software project and Carter explained the project was not yet at a stage to be able to estimate how much might be spent in either of the two years.

Carter asked that a note be added to the spreadsheet explaining that the Rec facility estimates were arbitrary at this point and nothing more than placeholders because no reliable estimates are yet available.

Josh made a motion to adjourn the meeting. Alan seconded and the motion was unanimously approved. The meeting was adjourned at 11:10 AM.

Respectfully Submitted,

Peter Jensen,
Capital Improvements Program Committee

The following is included for informational purposes only and may change:

Our upcoming meeting schedule is:

- Thursday, June 27th, 2013, 9:00 AM in Town Hall – discuss ratings/rankings,
- Thursday, July 11th, 2013, 9:00 AM in Town Hall - discuss ratings/rankings,
- Thursday, July 18th, 2013, 9:00 AM in Town Hall,
- Monday, July 22nd, 2013, 9:00 AM in Town Hall,
- Thursday, August 8th, 2013, 9:00 AM in Town Hall,
- Thursday, August 15th, 2013, 9:00 AM in Town Hall.