

**OFFICE OF SELECTMEN
6 HOLLAND STREET
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MOULTONBOROUGH, NH 03254**

Selectmen's Work Session

November 13, 2014

MINUTES

Present: Selectmen: Jonathan W. Tolman, Chair, Joel R. Mudgett, Vice Chair, Paul T. Punturieri, Christopher P. Shipp, Russell C. Wakefield; Hope K. Kokas, Administrative Assistant.

1. **Jon opened the meeting at 7:00 p.m.**
2. **Pledge of Allegiance.**
3. **Capital Improvement Program Committee Report FY 2015-2020:**

Jon stated that the purpose of the work session was to review the Capital Improvement Program Committee's report dated September 2, 2014 and presented at the September 18th Selectmen's meeting. CIPC Chair, Jordan Prouty and member Josh Bartlett were present. Jon suggested and the Selectmen and the committee members agreed to use the CIPC's spreadsheet to go over their recommendations, focusing on the yellow column of the 2015 Capital Year Requests. There were 13 requests, with 9 being recommended by the CIPC and listed by rank and given a priority code of 1-7, with 1 being the highest and 7 not recommended. Mr. Prouty commented that he is new to the committee and agreed to be the Chair with the help of Mr. Bartlett. Mr. Bartlett commented that over the past years this involved process has become manageable through the efforts of the former Chair, Richard Brown and committee member Peter Jensen.

There was discussion between the Board members about the report and the CIPC's request that the Selectmen accept it "...in whole or in part, and what it shall submit for funding requests as part of the coming fiscal year budget within 90 days of your receipt of the report..." Paul thought that the Board should vote on each item. Jon said that before doing that he wants to meet with the Department Heads. The Board can accept the report within the 90 days, but he wants to hear from the Department Heads. Paul agreed that they weren't ready to submit the budget, but still wants the Board to vote. Mr. Bartlett added that through meeting with the CIPC, the Department Heads have made their case. He acknowledged that the CIPC is advisory only, but felt that the committee's recommendation has been refined. Joel agreed with Jon that they need to first work on the budget and the total numbers. Jon said that the budget process will start next week and it is premature for the Board to submit funding requests for 2015 at this time. Russ acknowledged that the CIPC has heard from the Department Heads, but agreed that the Board needed to hear from them prior to submitting their budget request. Mr. Prouty said that the members of the CIPC have a wealth of experience and have been charged with providing a final result and to present their recommendations to the Selectmen in order to level out the funding over the next 6 years. Jon replied that it isn't about the CIPC or their process. Chris agreed that the Board needs to hear from the Department Heads first. Paul thought that they needed to accept the report whole or in part. Jon suggested and it was agreed that the Selectmen would formally accept the report at their next scheduled meeting, November 20th. He added that the CIPC report is important to the Board as the ABC's reports are.

Item #4, Public Safety Building Slab Replacement/Repair: \$10,000 for engineering study. Mr. Prouty commented that the repair is expected to be very costly. The committee felt that the Town owns it and needs to fix it, receiving a rank of 8 and priority of 3.

Item #5, Highway Garage Water System-Well/filtration System: \$25,000. Mr. Bartlett reported that the CIPC did not recommend this as they felt they needed more evidence of the necessity. He added that there is a 20,000 gallon cistern at the Playground that could be used if needed. Paul said that the problem at Highway Garage is that the water is contaminated with chloride. This was ranked 9 with a priority of 4.

Item #7, Public Safety Parking Lot Replacement: \$10,000 Engineering Study. Mr. Bartlett recommended putting the engineering for the slab replacement/repair and the parking lot replacement out to bid. This was ranked 5 and given a priority of 3.

Item #8, Facilities Energy Upgrades (2015-Windows Rec. Center): \$66,000. Jon commented that he could see why this was not recommended as the cost per window was extremely high. He added that he thinks they will see a revised number. Mr. Bartlett said they couldn't recommend it due to the high per window cost and the possibility that the present Recreation Center building may not be used in the future. This was ranked 10 and given a priority of 7.

Item #13, Road Projects: \$825,000. This was recommended by the CIPC, ranked as 2 with a priority of 2.

Item #17, Pay-Loader Replacement w/Plow and Broom: \$225,000. Mr. Bartlett said that this has been on the list in the past years, and Scott Kinmond made a good case for it. He added that the CIPC favors leasing versus buying. It was ranked 7 and given a priority of 2.

Item #27, Backhoe Lease-Purchase: \$18,385. This was the last year of the lease and given a rank of 5 as it is a prior approved expense.

Item #30, Replacement of Rescue1 5 Year Lease: \$89,905. This is a lease payment and ranked 5.

Item #31, Replacement of First Responder Medical Vehicle (1) Rescue 2): \$199,000. This was ranked 1 and given a priority of 2.

Item #47, Replace 2009 Crown Victoria Cruiser w/2015 Ford Police Interceptor Utility: \$51,935. Ranked 4 and a priority of 2.

Item #48, Replace 2006 Ford Taurus (unmarked) w/2015 Ford Police Interceptor Utility: \$50,035. Mr. Bartlett said this is the last for two cruisers to be purchased in one year, as they will be going on the fleet schedule of 1 per year. Joel reminded everyone that the Taurus was not part of the fleet, as it was a donated vehicle, and therefore not a real replacement. This was given a rank of 3 and a priority of 2.

Item #57, Rehab Baseball Field at Playground Drive, Includes Adding Lighting: \$15,000 engineering study. It is projected that this would be very expensive. Mr. Bartlett said that the committee did not recommend this as they had no real numbers on who would be using it or when. He added that there are fields available at the schools. In addition they did not receive an estimate for maintenance or energy costs for the lights. Based on the dropping demographics, the committee didn't see the need. Paul commented that often if the engineering for a project is approved then it is felt that we are committed towards the project. Jon said that something needs to be done, but more exploration is needed. Mr. Bartlett thought in an effort to offset costs, to start requiring Town stickers and charge those from out of town to use Moultonborough's facilities. Jon replied that Playground Drive is a federally funded project, and therefore open to all. Paul thought that the lights and the rehabilitation of the field shouldn't be lumped together. Chris agreed that the two should be considered separately. Jon said that \$20,000 has already been raised. Paul questioned if the field needed to be rebuilt or repaired. The CIPC ranked this 12 and gave it a priority of 7.

Item #60, States Landing 3 Phase: Dredging, Boat Launch, Park Improvements: \$50,000. This was ranked 6 and given a priority of 3. The CIPC felt that this was a worthy project and will once again be a nice beach for all to use. The Board agreed, considering the amount of volunteer effort they received that the voters think this is worthwhile.

Item #61, Construct Bldg. W/Gym, Program Space, Offices, Storage: \$50,000. The committee didn't recommend this. Jon agreed that this was premature and understood the \$50,000 was a place holder. It was ranked 13 and given a priority of 7. Jon commented and Russ agreed that based on the UNH study the Town will decide.

Item #62, Retrofit Moultonborough Pathway for Usability: \$60,375. This was ranked 11 and given a priority of 3. Jon said that this was the Phase II of the Pathway and is a retrofit to repair it.

Jon said that it is important to look at what is projected for the out years. He thought that some of these items will be removed and that the CIPC will review it each year. Mr. Bartlett said that it is important with the engineering costs for proposed projects, to not feel that because the money was spent the Town is now committed to proceed with the project. Jon agreed and said in his business he is often asked to work up numbers for a project and based on the information provided it isn't unusual that the property owner changes their mind. Mr. Prouty felt that for 2015, the increase of \$110,000 would be purchasing the Town necessary items. Paul said that over the next 6 years there is a projected \$13 million increase. Russ agreed 2016 could be a budget buster as these items keep being pushed back to the next year. Mr. Bartlett thanked the Selectmen for inviting the CIPC members to present their report in an unfiltered manner. The committee was impressed by the amount of work done by the Department Heads and they have done the 6 year planning. They were also impressed by their knowledge and professionalism. Jon said that the Department Heads bring their requests to the Board, and the ABC and CIPC will make their recommendations. Mr. Bartlett said that it is up to the Board through the CIPC report to tell Department Heads how much money the Town can spend.

Jon suggested and the Selectmen agreed that at their next meeting of November 20th, they will formally accept the CIPC's report. Joel thought that the word "accept" should be defined. The Selectmen agreed that it was defined by received and acknowledged. Jon thought that looking forward there needs to be a conversation with the CIPC that their report should coincide with the budget process. He added that every year the Selectmen have tried to wrap up the budget earlier than January 1. The Selectmen will vote on each expense as part of their process. Paul said that's what he wants and it should be tied with the Selectmen's goals. Paul thought that the CIPC report should be received by November 1st. Mr. Bartlett commented about the goals stated at the Convention of Committees, especially for the Town to grow. He thought the reasoning given for the Town to buy up land, which was to prevent further residential development is contradictory. Russ thought that the land being recommended wasn't suitable for development.

4. There being no further business the Chair adjourned the meeting at 8:02 p.m.

Approved

Date
Respectfully Submitted
Hope K. Kokas