

## CAPITAL IMPROVEMENT PLAN COMMITTEE

### Public Meeting Minutes

### August 11<sup>th</sup>, 2008

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The meeting of the Capital Improvement Committee was convened at 6:30 PM in the New Durham Town Hall located off Main Street.

**Present:**

Christopher Lapierre, Chairman  
Padraic McHale, Planning Board Member Representative- Co- Chairman  
Lois Parker, Budget Committee Representative  
Terry Jarvis, Member at-large  
Ron Gehl, Selectmen's Representative

**Others present:**

April Whittaker, Town Administrator  
Jack Robinson, School Superintendent  
Peter Varney, Fire Chief  
Tom Swett, Assistant Fire Chief

**Approval of Minutes:**

**Motion Terry Jarvis, second Padraic McHale to accept the minutes of July 14<sup>th</sup>, 2008 as amended. Vote was unanimous. Ron Gehl abstained.**

**Motion Padraic McHale, second Terry Jarvis to accept the minutes of August 6<sup>th</sup>, 2008 as amended. Vote was unanimous.**

**School:**

School Superintendent Jack Robinson informed the committee of what is taking place with the school budget, and that the board is looking at cost savings where feasible. Mr. Robinson's visit to the CIP Advisory Committee was to update the town on facilities issues within the District. With two failed bond articles for prior building configurations, the District feels that the current situations of the middle and high school are still favorable and that they will float the prospect of renovations and expansion to the Vocational School, Middle and High School. He presented to the committee members a handout showing the Governor Wentworth Debt Service Schedule, the Proposed Building Plan Cost Estimates, and The Kingswood Site Project. He explained that the Debt Service Schedule is a breakdown of what is still owed on bonds, which will mature in 2013. It also showed a breakdown of the percentage paid by each town figured on a 75%-25% formula, which is 75% based on the average daily membership of each town and 25% on the equalized valuation of each community. He discussed Senate Bill 539, the funding bill presently put in place, which will help New Durham in respect to the amount received in State aid. He explained that the building plan costs are just estimates and that he estimated high. He explained that he had provided a list for the committee members (see attached) of what the school board is proposing. He explained that vocational centers receive 75% of the project cost from the State of

NH directly, and the remaining 25% being eligible for their own building aid, thereby representing no impact for district taxpayers for the proposed updates to this building. He also explained that the district was not slated for money for the vocational center until the next biennium but Laconia turned down their proposal, which moved GWSD up on the list to receive such aid. Initially he thought this was good thing, but vocational building aid was taken out of the budget and spread out over capita projects, which could make the approval of a vocational project more difficult to get through the legislature. He explained that the updating of the middle school and high school is to include renovation, making the building more energy efficient and adding more space. He also stated that the district is trying to bring in more tuition students from other towns in an effort to cut operational costs.

The Committee thanked Mr. Robinson for his presentation and noted that Mr. Robinson anticipated that the above building proposal would be before voters in 2009.

**Fire Department:**

Terry Jarvis advised Chief Varney that Michael Sproul did an excellent job filling in as the tour guide for the committee on August 5<sup>th</sup>. Chief Varney apologized for his absence but advised that he had a very important communications meeting with the state following the tornado storm, which required discussions regarding radio frequencies.

Mrs. Jarvis asked what the \$65,000 in 2009 in the building improvements sheet is for. Chief Varney stated that an exhaust evacuation system needs to be installed. He is looking at a new system that is cheaper to install, but requires more maintenance because they have filters in them that need to be changed. It would also include renovating the EOC, including five Internet terminals. There is a possibility of receiving a grant from FEMA for this. The suggestion was made that the EOC should be a separate Capital Reserve account. Chief Varney also told the committee that the fire station needs a new station radio. The one they have now is only four channels and needs to be a nine channel base station.

Chief Varney further advised that the Town needs a dry hydrant/cistern downtown. He stated that he would like to see the wording of the capital reserve for the dry hydrant changed to read dry hydrant/cistern so that the fire department could use the money for cisterns as well as dry hydrants.

Chief Varney agreed to breakdown the expenses from the expendable trust re exhaust system and EOC upgrades.

Chief Varney also explained his support that there is a need for a sub station on Kings Highway. Several people who are from that area of town and would like to join the department have approached him.

A review of the trucks followed. Tom Swett joined the meeting at this time. He and the Chief indicated that Engine 1 could be moved out to 2018 instead of the original projected date of 2014. There is a fund for the purchasing of an ambulance, which is funded by proceeds (fees) from billing. Tom Swett stated that he believes they will do about 50-60% better than projected and would like to use the extra to buy supplies for the ambulance. This would need to be addressed in a warrant article should the original article not allow for additional usage of ambulance fees other than new ambulance acquisitions and repairs. The Chief explained that the 1986 Rescue truck is to be converted into the Forestry truck and the 1982 Dodge Forestry truck has been semi-retired. The department has applied for a grant for a Forestry truck and if received the money could be used for conversion of the Rescue truck, i.e. purchasing the skid pack. If they do not get

the grant, they will have to do their own conversion. The payment on the ladder truck is approximately \$38,000 to be paid off in 2009. The Chief stated that for every year they can stretch out the trucks it makes the sub station more realistic. The Chief told the committee that the boat they have is too heavy and he was unable to get it certified. He feels that he may be able to purchase or receive a used boat from Gilmanton or Wolfeboro. Alton has three boats at this time and Chief Varney says he is waiting to see if a boat is going to be donated before purchasing one.

**Executive:**

April Whittaker, Town Administrator brought the committee up to speed that the Town Hall needs was being held back to assist other departments with expansion planning. This therefore only brought the executive part of the CIP with continuation of the revaluation capital reserve and continuation of the Meetinghouse reserve pending the "Historic Structures Report" due in December 2008, but, because of departmental building needs, the 2009 amount will in all probability be at the minimum level.

There are also the expendable trusts to consider. The current trusts are:

- Computer & Office Equipment Maintenance Trust
- Forest Fire Fund Trust
- Accrued Benefits Liability Trust
- Town Buildings Improvement Trust
- Records Management Trust

The Town Building Improvement Trust is being used for the Fire Station addition and would also be used for the proposed booking room addition for the Police Department.

The Committee discussed the need to review the ball field at some point in the future. Chairman Lapierre asked Mrs. Whittaker to prepare a draft of the CIP 2009-2018 ready for the August 25<sup>th</sup>, 2008.

There being no further business, **Motion by Terry Jarvis, second Padraic McHale to adjourn. Vote was unanimous.**

The meeting adjourned at 8:42 PM.

*Respectfully submitted,  
Laura Zuzgo*

**THE NEXT MEETING WILL BE HELD  
ON AUGUST 25<sup>TH</sup>, 2008 AT 6:30 PM  
IN THE TOWN HALL**