

**TOWN OF WOLFEBORO
BUDGET COMMITTEE
December 18, 2014
Minutes**

Members Present: John MacDonald, Chairman, Frank Giebutowski, Vice-Chairman, Dave Senecal, Selectmen's Representative, Harold Parker, Brian Black, Robert Moholland, John Burt, Steve Johnson, Bob Tougher, Members.

Member Absent: Matt Krause, Member (excused).

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Barry Muccio, Director of Operations, Municipal Electric Department, Dave Ford, Director of Public Works and Water & Sewer Utilities, Lee Ann Keathley, Secretary.

Chairman MacDonald called the meeting to order at 6:03 PM at the Wolfeboro Public Library.

CAPITAL OUTLAY

03-49615-732 Electric Department All-Terrain Vehicle; \$34,000

Barry Muccio stated the 390 line is the sole source of power to Wolfeboro and currently when there is a power failure his staff has to physically patrol the line. He stated once the line is patrolled his workers then have to hike back out to the road to get the necessary equipment and hike back in to fix the line. He stated the workers could patrol the line in one half hour using the all-terrain vehicle and cut down the time of a power outage.

Bob Tougher asked if the machine can carry tools.

Barry Muccio replied yes, noting there is a bed in the back of the vehicle. He stated it would be outfitted with a radio and trailer (distributed specifications of such).

Dave Owen stated the BOS voted 5-0 to support the capital outlay request. He stated the funding for such would come out of the Electric Fund; noting no impact on the tax rate.

Brian Black asked if there is a way to determine whether the issue occurred within the Town's responsibility without walking the entire line.

Barry Muccio stated there are fault indicators on both the Town of Wolfeboro and PSNH's side and noted that standard practice is to physically patrol the line prior to re-energizing.

Brian Black questioned the percentage of line that is typically maintained and accessible by truck.

Barry Muccio stated 3 miles of the line is located in Wolfeboro; noting there are two road crossings/access points however, 99.8% of the line is off road. He stated the vehicle would provide island access as well.

It was moved by John Burt and seconded by Harold Parker to approve the Electric Department Capital Outlay request for an All-Terrain Vehicle, 03-49615-732, in the amount of \$34,000. All members voted in favor. The motion passed.

49612-761 Purchase Chiefs Command Vehicle; \$19,500

Dave Owen stated the BOS voted to purchase the Fire Chief's Command Vehicle out of the Capital Reserve Fund.

John MacDonald questioned whether it will be a lease purchase.

Dave Owen replied no, it would be an outright purchase.

John MacDonald verified the entire purchase would come out of the Capital Reserve Fund.

John Burt stated the Fire Department has a schedule as to when the vehicles will be replaced/purchased. He stated this vehicle will be added to the inventory and there may need to be an increase the annual contribution in order to cover the cost.

Dave Senecal stated the vehicle is not able to pass inspection therefore; a new vehicle is required and will be purchased using the funds in the capital reserve account.

It was moved by Bob Moholland and seconded by Harold Parker to decrease 49612-761 from \$19,500 to \$0. Bob Moholland, John MacDonald, Harold Parker, Bob Tougher, Frank Giebutowski, Brian Black, Steve Johnson voted in favor. John Burt opposed. The motion passed.

01-49613-731 Railroad Station Playground; \$18,900

Dave Owen distributed the letter of support for such from the EDC and noted the cost for the project was decreased from \$20,917 to \$18,476 due to the Public Works Department doing the sitework. He stated the nursery school is contributing \$18,894.

John Burt asked if the school would be paying the insurance.

Dave Owen stated the Town would be taking over such.

John Burt questioned the cost of such.

Dave Owen stated the cost would be minimal and the playground would be added to the list of other Town playgrounds.

It was moved by Harold Parker and seconded by Brian Black to increase 01-49613-731 Railroad Station Playground from \$0 to \$18,900. All members voted in favor. The motion passed.

01-49606-710 Middleton Road Cemetery; \$28,708

Dave Owen stated the project has been tabled to 2016.

Frank Giebutowski questioned the cost savings of doing the project in 2015 following the completion of the Middleton Road upgrades and using the same contractor for the cemetery project.

Dave Owen stated the cost of the project would be reduced by \$26,250.

It was moved by Bob Tougher and seconded by Bob Moholland to decrease 01-49606-710 from \$28,708 to \$0. All members voted in favor. The motion passed.

AGENCIES

End 68 Hours of Hunger

Dave Owen stated End 68 Hours of Hunger is a new agency request.

Claire Donahue stated the organization is a 501C3 and is requesting \$3,000; noting school children pre-school to 6th grade are served. She stated children leave school on Friday afternoon and will have little or no food to eat over the weekend (68 hours that children are not in school). She stated the Wolfeboro Chapter served 11 children this past week (3 bags to Crescent Lake School and 8 bags to Carpenter School) and noted Huggins Hospital provides two rooms for food storage. She stated the Towns of Ossipee (\$4,000) and Tuftonboro (\$2,000) approved their funding request. She stated all the money goes towards food; noting the organization is run by volunteers. She stated the cost per bag of food is \$10 for 40 weeks.

Sarah Silk stated the BOS approved the request 5-0.

John MacDonald asked if the organization interfaces with the Food Pantry.

Claire Donahue replied no, the Food Pantry is a separate entity.

It was moved by Harold Parker and seconded by Frank Giebutowski to approve the End 68 Hours of Hunger funding request, 01-44181-830, in the amount of \$3,000. All members voted in favor. The motion passed.

WATER & SEWER

WATER DISTRIBUTION & TREATMENT

No changes.

DISTRIBUTION SERVICES

No changes.

WATER TREATMENT PLANT

No changes.

SEWAGE COLLECTION

No changes.

WASTEWATER TREATMENT

Frank Giebutowski questioned the Sewer Ordinance update.

Dave Ford stated the current ordinance is out of date and needs to be updated.

Public Works Capital Outlay

01-49613-736 BMPs Lake Wentworth; \$15,000

Dave Ford stated the Lake Wentworth Watershed Management Plan calls for BMPs to help reduce pollutant loads on the lake and preserve the long term water quality. He stated the proposed projects include the area between Genes Beach and the State Beach on Route 109 and repairing a major road drainage problem from South Main Street to Crescent Lake. He stated the funds would be matched by 319 Grants at 60/40.

01-49615-762 DPW Document Storage Room; \$20,000

Dave Ford stated he proposes a document storage room located above the office space in the new garage. He stated the department has thousands of plans, files and documents related to the Town's infrastructure. He stated he originally requested \$40,000 however the BOS reduced the amount to \$20,000 and phased the project. He stated he hopes to reduce the cost by doing the carpentry in house.

John Burt disagreed with phasing the project and recommended increasing the request to \$40,000 since \$19,500 was removed from the Fire Department.

It was moved by John Burt and seconded by Harold Parker to increase 01-49615-762 DPW Document Storage Room from \$20,000 to \$40,000.

Discussion of the motion:

John MacDonald asked if the project could be put off another year given other project requests.

Dave Ford replied yes and noted he could get the construction detail, price and bid document for next year.

John Burt withdrew his motion. Harold Parker withdrew his second.

It was moved by John Burt and seconded by Harold Parker to decrease 01-49615-762 DPW Document Storage Room from \$20,000 to \$0. All members voted in favor. The motion passed.

Water Fund Capital Outlay

02-49613-730 WS-3 Water Department Crew Truck; \$30,000

Dave Ford stated WS-3 was scheduled for replacement last year however, the request was cut by the Budget Committee. He stated the truck would be used by the Water and Sewer Foreman and would be an extended cab ½ ton pickup truck. He stated the current truck is a 2003 ¾ ton truck.

02-49615-761 Grove Street Water Main Replacement; \$90,000

Dave Ford stated the project would include the replacement of all water distribution infrastructure on Grove Street and Whitten Neck Road. He stated Grove Street currently has a two inch plastic water main with no fire hydrant at the end; noting the proposed project includes the installation of a new 6 inch ductile iron main, replace all old service lines, valves, service/in-line valve boxes and install a new fire hydrant. He stated Whitten Neck Road currently has a 6 inch cast iron water main installed in 1971 and the proposed project includes the design of a new 6 inch ductile iron main, replace all old service lines, valves, service/inline valve boxes and replace two existing fire hydrants.

WARRANT ARTICLES

Article D Town Road Upgrades; \$650,000

Dave Ford noted the following road improvements for 2015; Beach Pond Road (SW to Northline Road), Beach Pond Road (Route 109A to Furber Lane), Grove Street, Port Wedeln, Winterhaven Road and Old Lakeview Terrace.

Article E Construction of Stonehenge Road Subject to Betterment Assessments; \$80,000

Dave Ford stated the Town received a petition to lay out, design and construct Stonehenge Road to Town standards; noting the residents of the road are in agreement to pay for the upgrade subject to betterment assessments.

Article F Sidewalk Upgrades; \$100,000

Dave Ford stated the sidewalk upgrades include the following; sidewalk from the high school to Treadwell Lane including curbing (to be done spring 2015) and sidewalk and drainage improvements on South Main Street to Middleton Road.

Article H Abenaki Four-Season Lodge Capital Reserve Account; \$281,135

Ethan Hipple reviewed the PowerPoint presentation, see attached.

Bill Swaffield stated the Friends of Abenaki have raised \$218,000 in pledges and donations.

Bob Tougher stated he appreciates the generous pledges; noting the Friends of Abenaki has shown a considerable amount of reliability. He stated he feels the lodge is the right fit.

Harold Parker stated he worked at Waterville Valley last year and heard a lot of positive feedback regarding the operations at Abenaki.

Article I Town Asset Management Program; \$50,000

Dave Ford stated the intent is to inventory all buildings and facilities including equipment, docks, parks and recreation and parking lots.

Frank Giebutowski asked if the program is technology based and who would do the work.

Dave Ford stated he received a free software program from EPA and Woodard and Curran would be the Town's consultant. He noted a Town employee would be trained to maintain the inventory.

Bob Tougher stated he is in favor of the request.

Article J Libby Museum Repairs; \$200,000

Dave Ford stated the article addresses the construction of required repairs related to the failing ceiling, excessive moisture problems and significant structural issues.

Article L Dockside Parking Lot Upgrades; \$124,000

Dave Ford stated the existing parking lot has many sinkholes and the best way to fix the issue is to reclaim the existing pavement, fill in the voids and create a separation between the fill and the parking gravel base using appropriate construction fabric. He stated the proposal includes parking lot upgrades, stormwater treatment and the creation of additional public space (loss of 10 parking spaces). He stated the article construction of the improvements will be contingent upon further appropriation of grant funding commitment from NHDOT (80/20 grant).

John MacDonald questioned the total cost of the project.

Dave Ford replied \$500,000; noting the amount required by the Town is 20%.

Harold Parker expressed concern for the loss of parking spaces.

Article M Wastewater Effluent Disposal Study; \$700,000

Dave Ford stated the purpose of the article is to study the Town's options relative to its treated effluent disposal. He stated the study would include developing and implementing pilot tests on alternative disposal methods and to continue inflow and infiltration studies, as agreed to with NHDES.

Article P Wastewater Treatment Plant Capital Reserve Account; \$125,000

Dave Ford stated he is proposing the replacement of the sludge storage building and sludge pumps, the addition of a supernatant tank and pump, new odor control equipment and repaving of the site.

Article R Public Works Vehicle and Equipment Capital Reserve Account; \$170,000

Dave Ford stated the article is related to the ongoing Highway and Solid Waste vehicle and equipment replacement program and is proposing the replacement of HD-9.

It was moved by Harold Parker and seconded by Bob Tougher to adjourn the December 18, 2014 Budget Committee meeting. All members voted in favor.

There being no further business before the Committee, the meeting adjourned at 8:32 PM.

Respectfully Submitted,
Lee Ann Keathley
Lee Ann Keathley

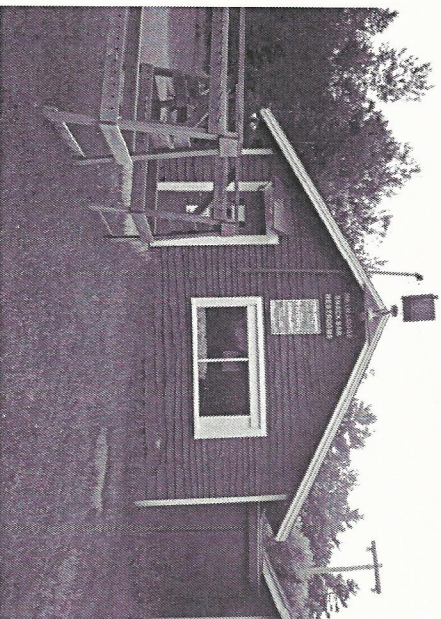
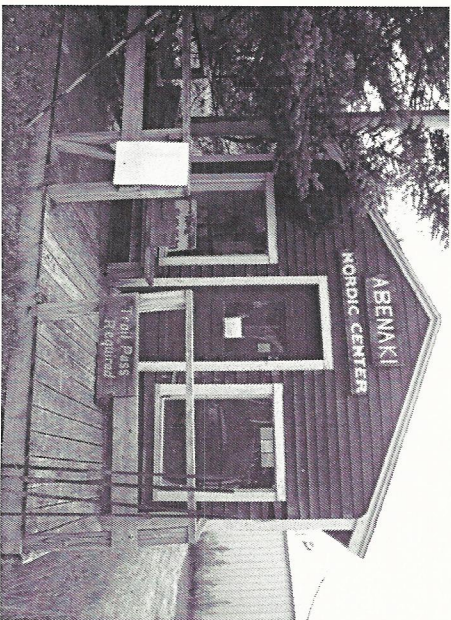
ARTICLE: Construct Abenaki Four-Season Lodge

To see whether the Town will vote to raise and appropriate the sum of \$631,135 (Six Hundred Thirty-One Thousand One Hundred Thirty-Five dollars) to be funded as follows: General Fund-\$281,135, and Acceptance of Donations -\$350,000; for the purpose of constructing a 3,432 sq foot four-season lodge to serve as a ski lodge, cross country ski/snowshoeing warming hut, walking/ biking path trailhead facility and year-round meeting, program and function hall at Abenaki Ski Area. The four season lodge would replace the existing warming hut built in 1940, which has significant code-compliance and capacity issues. \$350,000 is being provided for this project by private funds raised by or pledged to the Friends of Abenaki, Inc, a registered 501(c)(3) organization. The project's construction shall be contingent upon the receipt of the \$350,000 in private donations and the expenditure of the \$281,135 of general funds.

(Recommended/Not Recommended by the Board of Selectmen by a vote of)
(Recommended/Not Recommended by the Budget Committee by a vote of)

Revised 11-18-14

2015 Abenaki Lodge



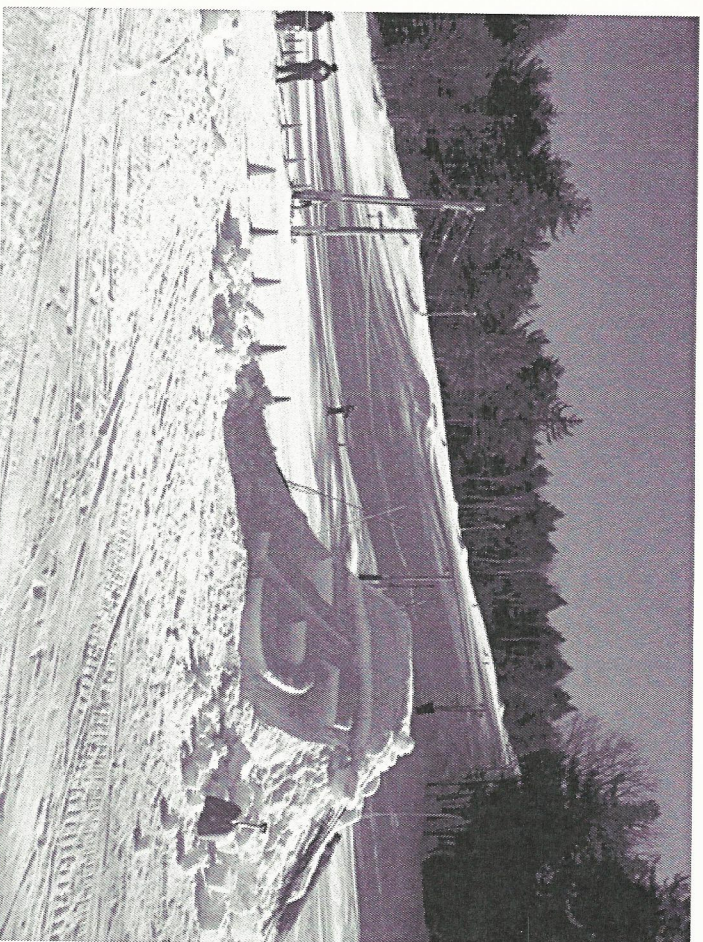
- Project seeks to consolidate building functions and replace deteriorating facilities.
- Abenaki buildings are in disrepair despite best efforts of Staff to maintain.
- Built in 1940 from reclaimed Lumber of Anne Inn (Cate Park)

- Abenaki is oldest small ski area in America
- 79th Season in 2014-2015
- 80th season in 2015—Construction Planned for 2015

Wolfeboro Winter

Wonderland:

Working with Chamber
of Commerce
and Economic
Development
Committee to cross
promote Ski Area, XC
ski trails, Ice Arena



Current Conditions

- Out of date systems
- Code issues
- Liability issues
- Undersized for current use: 880 sq ft plus 200 sq ft Nordic Hut
- Popularity of Ski Area has skyrocketed:
 - 2006: 1,402 skier and rider visits
 - 2014: 7,017 skier and rider visits

Attendance is UP

- Winter of 2003-2004: Little snow, never opened
- Winter of 2004-2005: 943 skiers and riders
- Winter of 2005-2006: Little snow, never opened
- Winter of 2006-2007: 1,402 skiers and riders
- 2007 Temporary Snowmaking Installed
- Winter of 2007-2008: 1,995 skiers and riders (42% increase)
- Winter of 2008-2009: 2,730 skiers and riders (37% increase)
- Winter of 2009-2010: 3,320 skiers and riders (22% increase)
- Winter of 2010-2011: 4,100 skiers and riders (23% increase)
- 2011 Permanent Snowmaking Installed
- Winter of 2011-2012: 4,719 skiers and riders (15% increase)
- Winter of 2012-2013: 5,501 skiers and riders (17% increase)
- Winter of 2013-2014: 7,017 skiers and riders (28% increase)

- Abenaki Ski Racing Team
- Abenaki Freestyle Ski Team
- Brewster Ski Team Practices 2x weekly
- Held second United States Ski and Snowboard Association (USSA) Freestyle Meet “Abopalooza” 2014. Attracted 60 competitors and families from throughout New England
- Winter Carnival attendance in 2014: over 700 with races, sleigh rides, food, Big Air, Fireworks, Movie, XC Ski Progressive Dinner
- Campaign to continue increase in visitation, but facilities will be a limiting factor.

Solution

In partnership with the non-profit Friends of Abenaki, design and build a 4 season, fully accessible and code-compliant lodge that will accommodate Abenaki's future growth and serve as vital community resource for all ages.

Process Timeline: 2011

In 2011, The Town contracted with Horizons Engineering to conduct a Site Planning process that identified needs and solutions at the Pop Whalen/Abenaki recreational site. Stakeholders participating included:

- Friends of Abenaki
- Wolfeboro XC Ski Association
- Kingswood High School
- Brewster Academy
- Parks and Recreation Staff
- Back Bay Youth Hockey
- General Public

Process Timeline: 2011

1. Replace 6 Parks Maintenance Sheds with a single Maintenance Building. This project is complete as of 2014.
2. Replace the deteriorating and overcrowded Abenaki Lodge. The replacement building would also incorporate functions of the existing Nordic Hut.
3. Improve traffic flow in the parking lot by adding a drop-off area for the ski area.
4. Explore options for locker room additions for the rink. This is currently being explored by Back Bay Youth Hockey and Brewster Academy, with the cooperation of the Parks and Recreation Department. At present, the concept is to raise private money through these 2 groups to fund this project.
5. Identify areas for future trail development and additional lift capacity.

Process Timeline: 2012

- Planned Construction of Parks Maintenance Building
- Requested \$20,000 in Parks and Recreation budget for Lodge Design and Permitting
- Friends of Abenaki agrees to make Lodge their first priority project.

Process Timeline: 2013

- Created Building Committee to design lodge
 - Bill Swaffield, President, Friends of Abenaki
 - Ethan Hipple, Director, Parks and Recreation
 - Craig Garland, Chief of Abenaki Ski Patrol
 - Andre DeBeer, Representative of Abenaki Ski Teams/Brewster Team
 - Vaune Dugan, Consulting Architect
- Commissioned Existing Features Plan
- Commissioned Wetland Delineiation
- Commissioned Soil Testing

Process Timeline: 2013

- Commissioned Architectural services for Design
- Held Public and one-on-one meetings to solicit public input from adults *and* children (May 2013)
- Building Committee produces multiple versions of building plan (May-August 2013)
- During Design Process, obtained feedback from Selectmen, Town Manager, Senior Center and Meals Program, Library Building Committee, Abenaki Staff and General Public.
- Obtained preliminary cost estimates for Lodge as currently designed.

Process Timeline: 2014

- Fundraising process moving ahead full steam. \$185K in bank or pledged to date, with many meetings scheduled.
- Final engineering and construction drawings commissioned.
- Publicity in SKI NH, Powder Magazine, Warren Miller video contest.

Initial Estimates:

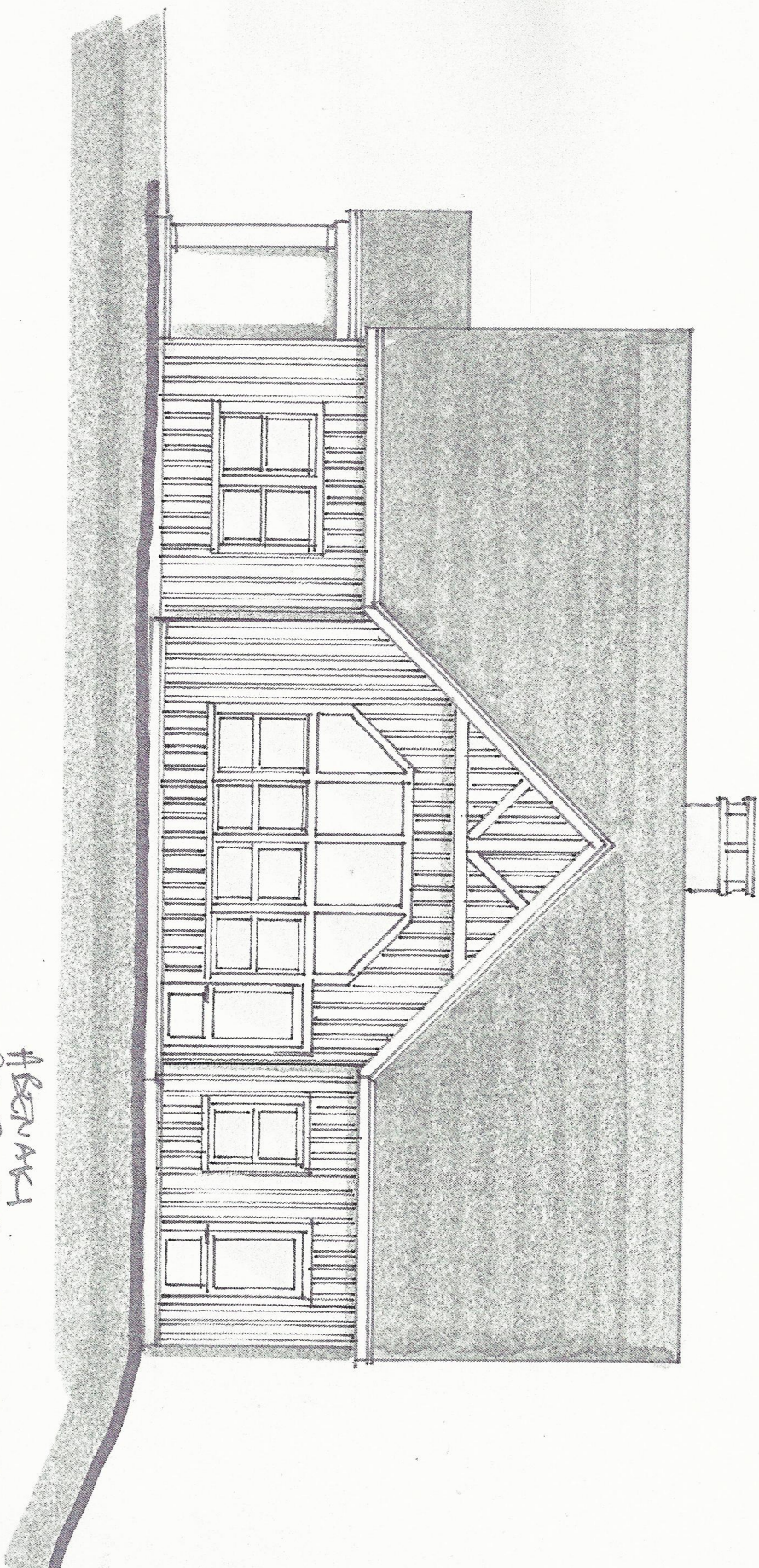
\$750K --\$1.2M

Current Estimate: \$631,135

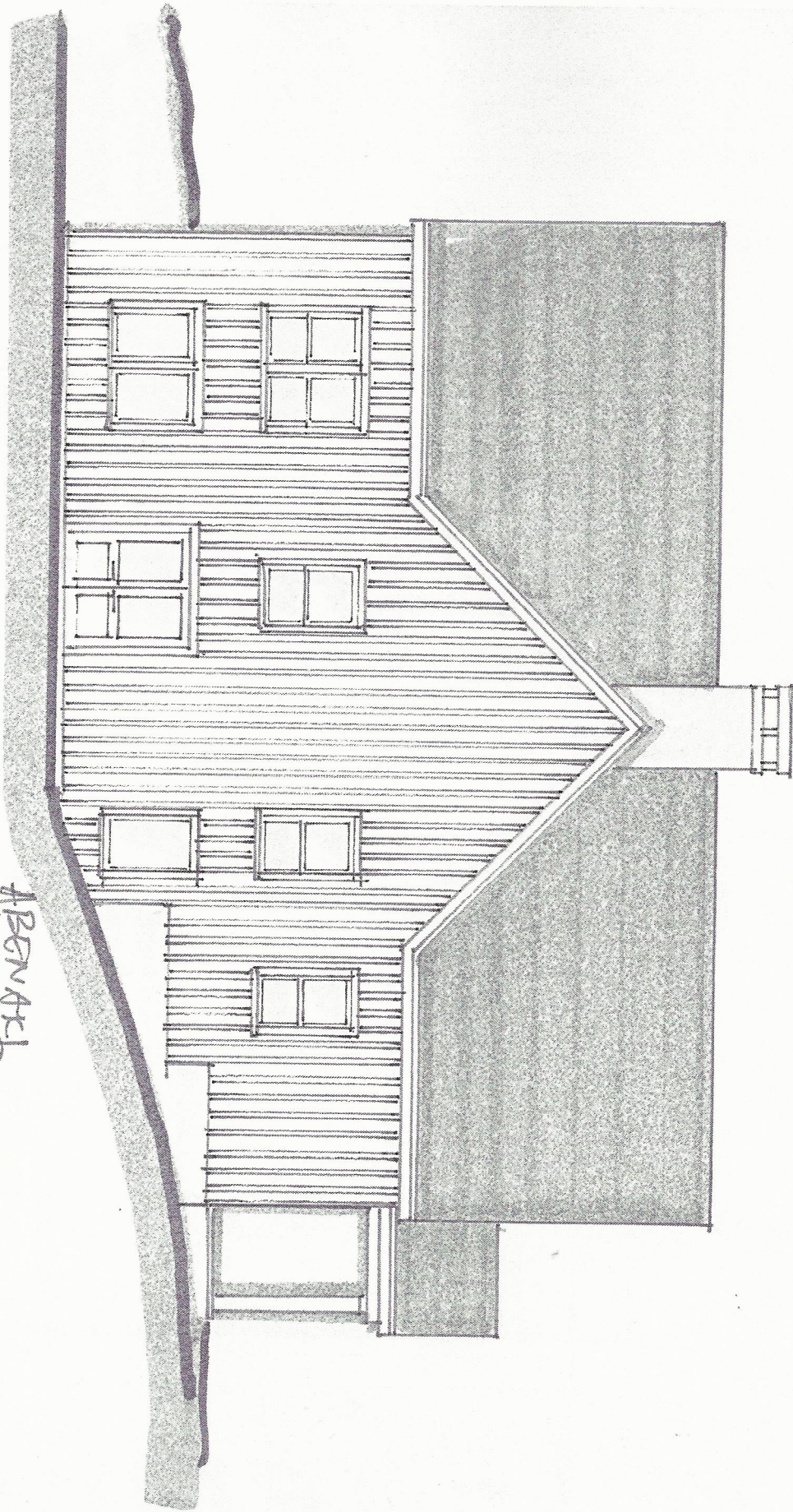
Source: CCI, Bauen Corp

Reduced Scope Design

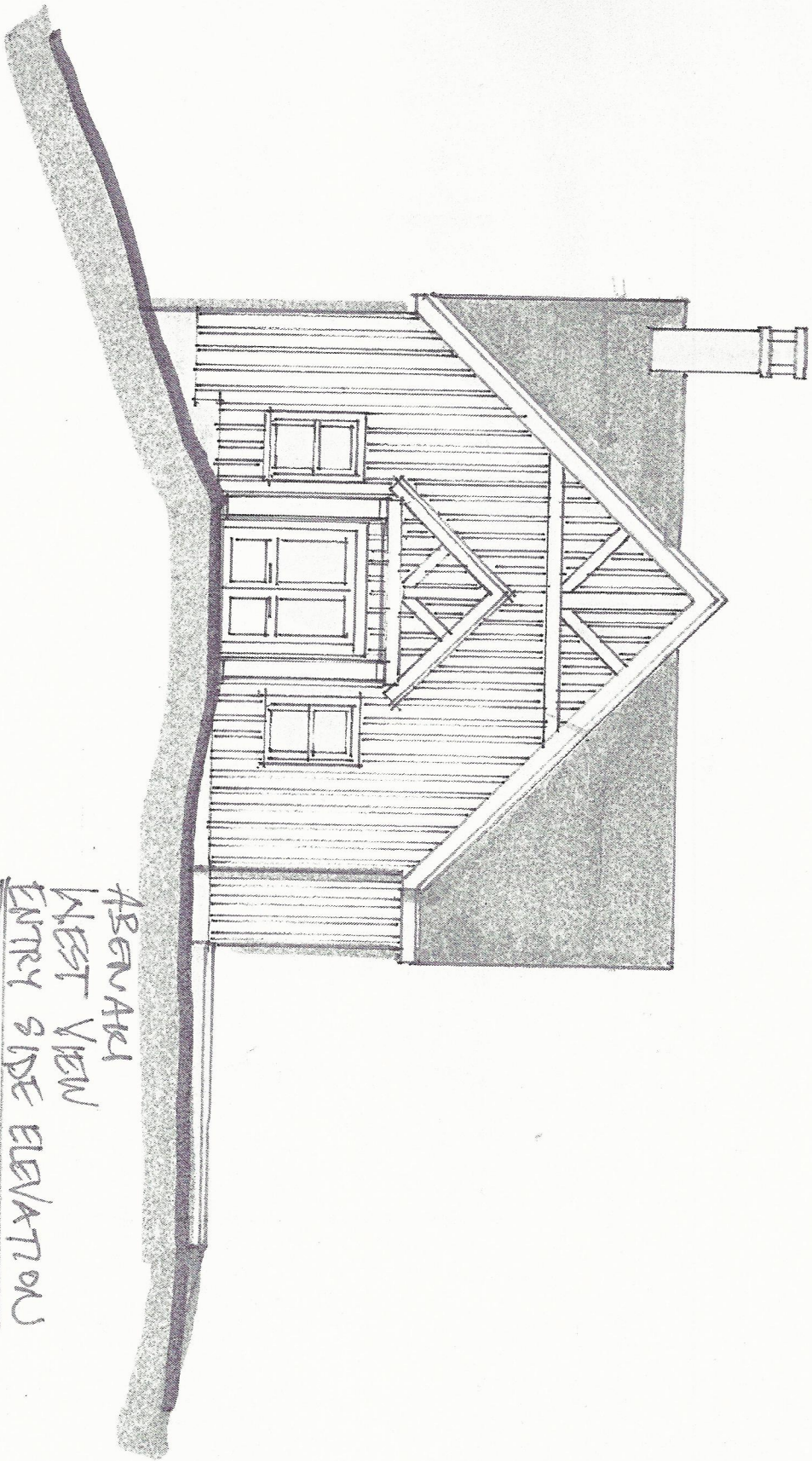
- Abenaki Lodge Building Committee reduced the scope of the building to reduce cost.
- Items removed:
 - Large-scale kitchen and dishwashing area. Small commercial kitchenette remains in design.
 - Table service for 100+ ---originally included in design as potential location for Senior Center.
 - Administrative Offices for Parks and Recreation Staff
 - Loft
- Reduced square footage from 5,842 to 3,432.



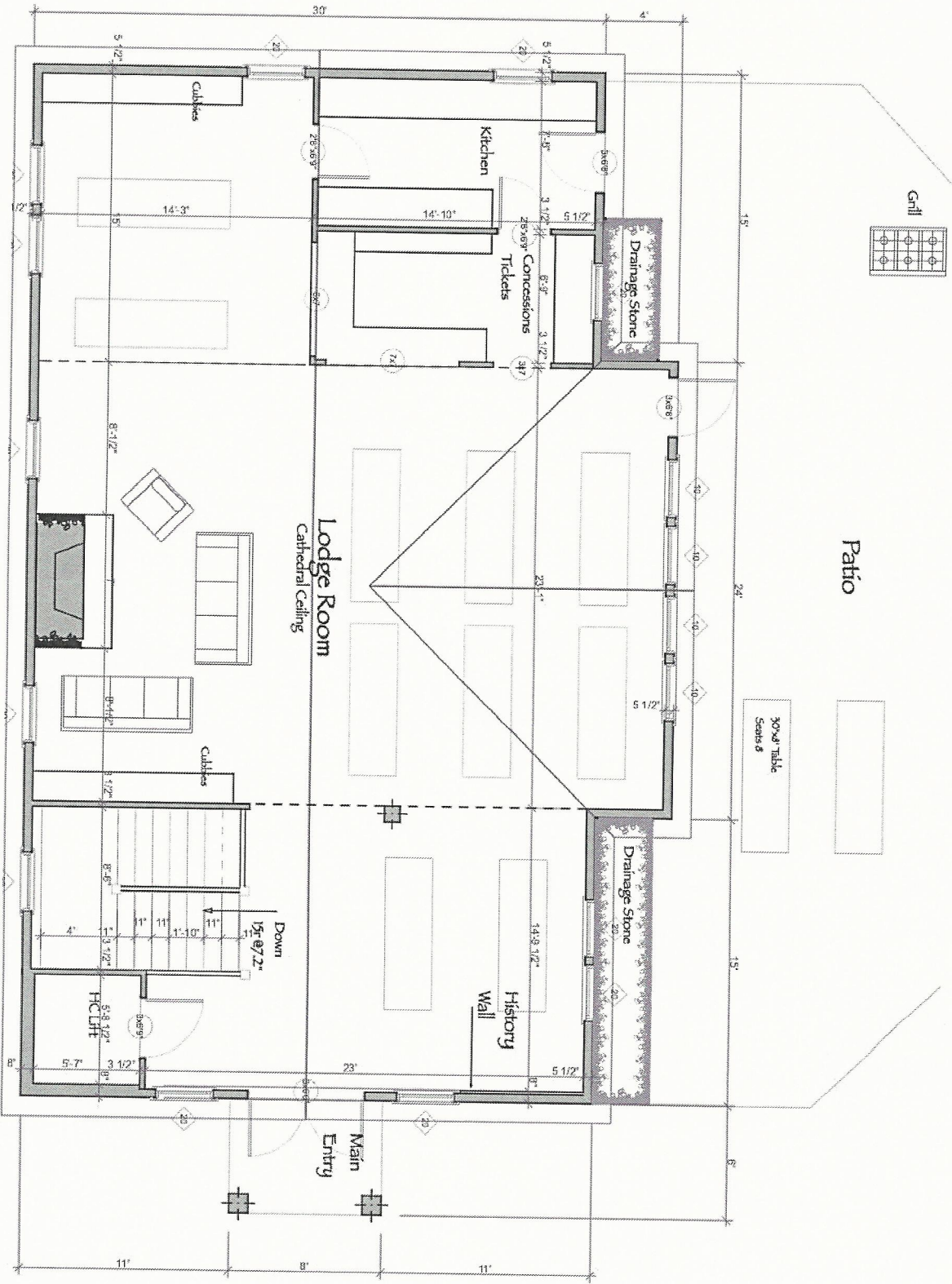
ARBANK
SIDE SIDE ELEVATION
1/8" = 1'-0" 3-12-14



ABENTEL
NORTH SIDE ELEVATION
1/2" = 1'-0"
9-15-11



ABENAKI
WEST VIEW
ENTRY SIDE ELEVATION
1/8" = 1'-0" 3-12-14



Grill

Patio

30'x4' Table
Seats 8

Lodge Room
Cathedral Ceiling

History
Wall

Concessions
Tickets

Kitchen

Clubbed

Clubbed

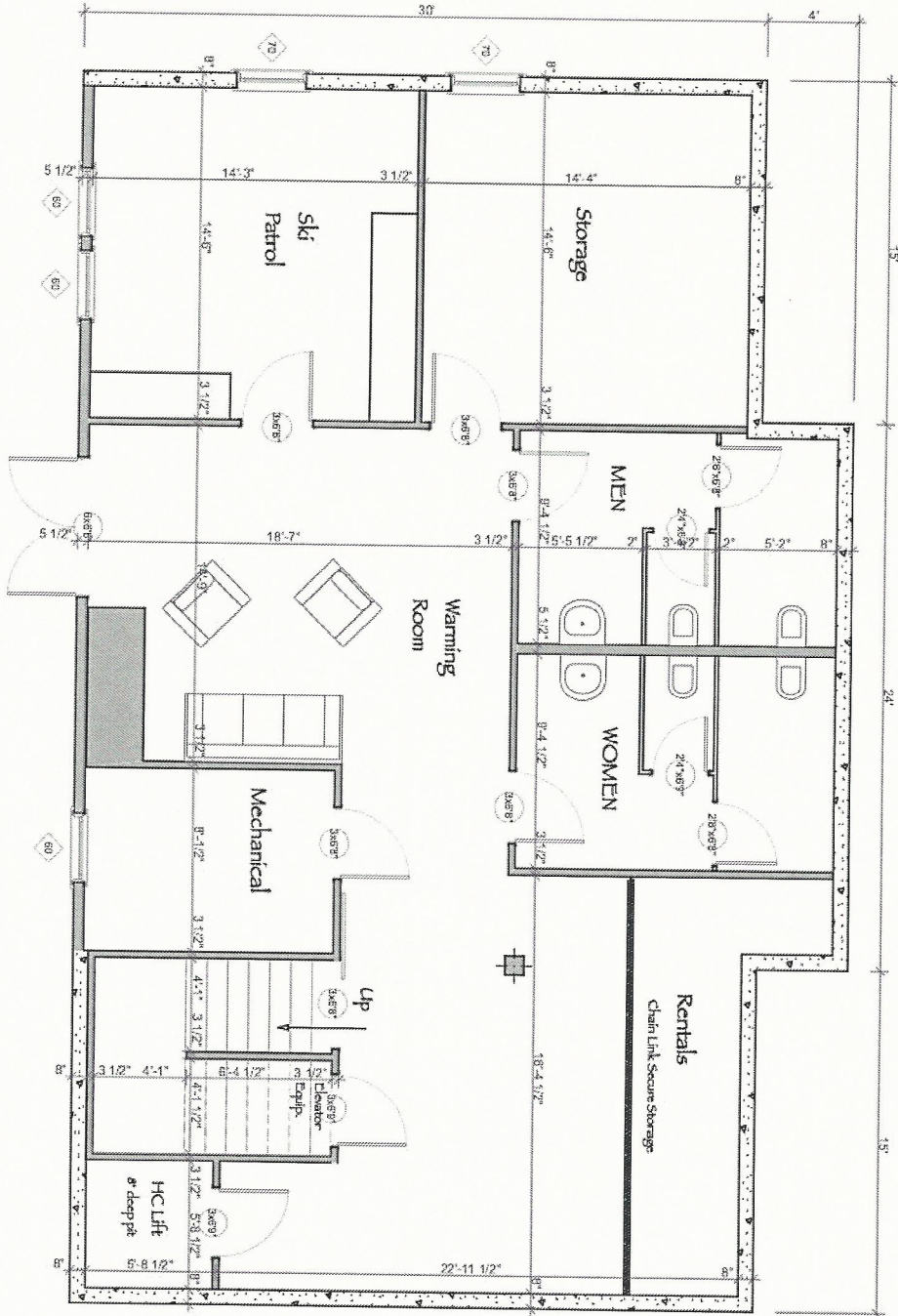
Main
Entry

Down

HCLITE

Drainage Stone

Drainage Stone



Current Cost Estimate

- Construction: \$558,700 (CCI)
- Elevator: \$32,381
- Kitchen Equipment: \$10,000
- 5% Contingency: \$30,054
- **Total: \$631,135**

- Town Contribution: \$281,135
- Friends of Abenaki Contribution: \$350,000

Revenues

	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
Season Passes	\$2,625.00	\$7,110.00	\$11,152.00	\$9,312.00	\$11,730.00	\$13,097.00
Day Passes	\$5,526.00	\$6,548.00	\$7,311.00	\$6,691.00	\$11,219.00	\$11,336.00
Ski and Snowboard Lessons	\$1,335.00	\$3,709.00	\$3,003.00	\$3,022.00	\$2,758.00	\$3,035.00
Abenaki Winter Triathlon	\$117.00	\$314.00	\$654.00	\$313.00	\$743.00	\$605.00
Abenaki Ski Team Rentals			\$1,650.00	\$3,001.00	\$3,684.00	\$4,522.00
Brewster Ski Team Rentals			\$1,452.00	\$1,914.00	\$1,683.00	\$1,387.00
Tuftonboro Grant (1/3 of total)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Brookfield Grant (1/3 of total)			\$1,405.00	\$1,405.00	\$1,405.00	\$1,405.00
Total Revenue	\$14,603.00	\$22,681.00	\$31,627.00	\$30,658.00	\$38,222.00	\$40,387.00
Budget	\$72,783.00	\$78,404.00	\$85,679.00	\$83,384.00	\$97,023.00	\$98,730.00
Percent of Direct Expense Covered by Revenue	20.06%	28.93%	36.91%	36.77%	39.39%	40.91%

Public Support and Recognition

- 45 participants in First Annual Ski-A-Thon raised over \$20,000 in one hour of skiing!
- Visits up 5-fold since 2006
- Positive press in Union Leader, America's First Resort, Granite State News, Maine Sunday Telegram
- Cover story of POWDER Magazine
- Warren Miller Hometown Hills Video Contest

