

Capital Improvements Program Committee  
Regular Meeting

August 16, 2011

Minutes

**Members Present:** Stacie Jo Pope, Joyce Davis, Bob Tougher, Jim Shildneck, Linda Murray, Robert Houseman, David Owen

**Members Absent:** Pete Chamberlin

Chairperson opened the meeting at 8:05 am.

**Consideration of Minutes**

Correction to spelling of "Bob" in first paragraph in the second sentence under consideration of minutes.

Motion by Linda Murray and seconded by Joyce Davis to approve the minutes of the August 16<sup>th</sup> 2011 meeting as amended. All members voted in favor, motion passed.

**Workshop on CIP Development**

**Wolfeboro Public Works & Water/Sewer Utilities Department** 2012 Capital Improvements Proposals presented by David Ford

David reviewed the proposal that have been submitted for year 2012. There are 12 projects.

**Capital Reserve Fund** – increase amount to \$160,000. Price increase due to cost of diesel, projected pieces of equipment that dept may want to buy in the future. (equipment that they are renting now) Dave to submit the backup spreadsheet with capital reserve spending – as provided last year.

**New Loader** – the price is \$150,000 this will be an additional piece of equipment due to the department will be keeping the old loader as a back up and used in parking lots with the snow pusher.

**6 Wheel Dump/Plow truck** – part of the on going truck replacement program funded by the PW capital reserve fund.

**Road Upgrades** – \$750,000 Dave to be providing back up for the projects to be covered by this maintenance fund.

**Center St/Glendon St** – \$2.1 million – portion (2/3) of this would be State funded –but full amount must be appropriated. Due to the State funding this project may get delayed.

**Glendon St Parking** – town voted on purchase of this lot to add the additional parking lot to the downtown area. Will have a firm number by the fall of 2011

**Downtown Streets – Phase 3** - \$750,000 part of the phased drainage & sidewalk projects. There will be no funding from the state for this project. This will be for the balance of Union & Lehner Streets.

**Public Buildings** - \$150,000 – Place holder for construction upgrades of public buildings. This will be an ongoing building upgrade program and to fund phase 1 of a consultant to help develop and implement an Asset Management Plan.

**Public Works Garage** – replace hydraulic lift and replace fuel depot - The 2 projects need to be done to stay in the current facility.

**WWTP** – building upgrades needed for the chemical feed system and monitoring at the WTP metering building.

**WWTP – Building Upgrade** – HVAC roof and building upgrades at the Water Treatment Plant. Energy report that addresses deficiencies and recommendations was outlines issues. (not attached to CIP submittal)

**WWTP – Spray Area Upgrades** – upgrades to pumping and spray system = this will be phase 1 of a potential multi year project.

Did not review all projects for future years – submittal sheets necessary and requested.

David Ford to submit updated spreadsheet for all CIP submittals for 2012 – 2021 also needed are the backup for the DPW vehicle inventory index, Capital Reserve project spreadsheet, Road Upgrade spreadsheet.

**Other Business:**

Next meeting will be on Tuesday, August 23<sup>rd</sup> , 8 am – place to be determined and emailed to committee.

The meeting adjourned at 9:36 am

Respectfully Submitted,

Stacie Jo Pope