

Capital Improvements Program Committee

Regular Meeting Minutes

September 24, 2012

Members & Staff Present: Kathy Barnard, Stacie Jo Pope, Joyce Davis, Bob Tougher, Jim Shildneck, Linda Murray, David Owen, Pete Chamberlin, Robert Houseman

Kathy Barnard, Chairperson opened the meeting at 8:00 am.

Consideration Of Minutes:

Clarification to Minutes of September 10, 2012 as follows: in the 6 paragraph ("Town Manager...") 2nd sentence add "Town Office" before Capital Reserve Fund.

A motion was made, seconded and all voted in favor to approve the minutes - Except Joyce Davis and Jim Shildneck who Abstained.

A motion was made, seconded and all voted in favor of approving the August 28, 2012 minutes as submitted.

Workshop on CIP Development:

Committee discussed each project line by line on the spreadsheet:

Town Hall Capital Reserve: motion was made by Bob and seconded by Jim to reduce the amount to \$100,000 for year 2013 and to also remove Capital reserve account line items from the main spreadsheet and put all at the bottom as reference. All voted in favor - Motion passed. (discussion to reduce amount based on current projects not finished and no projects that have plan for next year)

Town Hall- Rep/Rep: change priority to "urgent" keeping in 2014 for \$4 million

Purchase 74 & 80 Lehner Street: back up information is needed (wetlands, etc) Change the project description to "Non-Specific – Land bank property purchasing".

ADDED Electric Building Re-use: Committee added Electric Building Re-Use project for year 2017 at \$1million. Committee Discussion: BOS requested TM & Staff to discuss the re-use of this property for current & future needs. No project came forward this year. The CIP committee put the project on the plan with the goal for TM and staff to continue talks about the re-use of the Electric Building in conjunction with needs for all departments & town buildings.

Library: \$700,000 in 2014 and \$3.9 in 2016 (Note: full price for library will be in "comments" column – WPL Foundation has committed to raising 50% of the cost)

Fire & Res – Safety Building: changed design cost to \$400,000 for year 2021 and moved the construction to “Future” in comments column at \$4.75 million. Department priority was changed to desirable.

Parks & Rec Maintenance Building: discussion on the cost – motion by Bob and Seconded by Jim to reduce the amount to \$200,000 for year 2013. Motion passed.
Committee discussion: dept needs to come forward with a revised plan and continue talks with Public Works on sharing space.

Abenaki Ski Lodge: reduced cost to \$179,000 for year 2015

Foss Field Replacement Building: motion by Bob, seconded by Jim to move the project to year 2018 at \$220,000

Pop Whalen – Energy Efficiency: keep as is – year 2019 for \$300,000

Municipal Maintenance Building Fund: keep as is – no proposed amount for year 2013 - \$150,00 proposed for future years starting in year 2014

Public Works Facility Upgrades: 2 phase plan with total amount of \$500,000. Phase 1 in year 2013 for \$340,000 Phase 2 in year 2014 for \$160,000

Public Restrooms: This was a new facility proposed this year. The committee voted to delete this project.

Sewer Plant & Pump Station Upgrades: Plant project for \$250,000 in year 2014
Pump Station for \$1 million in year 2016
Committee to come back to these projects for more review – need information from Dave Ford.

Line Items for **Rolling Stock Purchasing & Replacement** – keep all as submitted

Line items for **Electric Department Infrastructure Improvements** – keep all as submitted

PW/HWY – Annual Road Maintenance: motion by Bob, seconded by Jim to reduce amount to \$600,000 for year 2013 and program incremental increases across the board for future years (as proposed last year) – all voted in favor – motion passed

Semi-Annual Sidewalk upgrades: keep as submitted \$150,000 every other year starting in year 2014

Center Street Construction Project: keep as submitted \$700,000 for year 2013 with note that this is a 1/3 town funds – 2/3 State Funds total project \$2.1 million

Christian Ridge Road/Rt 28 intersection: committee voted to delete this project

Town Hall Parking Lot Upgrades: keep as submitted - \$100,000 for year 2013

Pine & Crescent Streets- Design & Construction: keep as submitted

Rt 28 Construction: keep as submitted – year 2019 for \$2 million – place holder subject to NHDOT 10 year plan

Sewer Lines – I & I : increased amount to \$400,000 for year 2013 need more information from Dave Ford

ADDED – **Middleton Road:** \$100,000 for year 2013 for design & engineering \$500,000 for year 2014. This would be a 1/3 Town – 2/3 State funded project, total cost \$1.6 million with construction in 2016

Asset Management Plan: Committee agreed to delete this project. This could be put in operating budget.

Radio Electric Meter Readers: change desirable to Necessary keeping amounts as submitted.

Fire & Res Replace SCBA : keep as submitted - \$175,000 for year 2014

Other Business:

Next meeting:

Tuesday, October 2nd 8 am Library

The meeting adjourned at 10:04 am

Respectfully Submitted,

Stacie Jo Pope