

Capital Improvement Program Committee  
Meeting Minutes  
September 10, 2012  
Wolfeboro Public Library

In Attendance: Linda Murray, Bob Tougher, Dave Owen, Peter Chamberlain, Rob Houseman, Barry Muccio, Dave Ford, Kathy Barnard.

Kathy Barnard called the meeting to order at 8:00AM.

The minutes for August 28, 2012 were tabled and will be reviewed at the next CIP meeting.

The minutes for September 6, 2012 were discussed. The minutes were amended as follows: DPW Chief Mechanic Ed Wilder's last name was added to the attendees list: the seventh paragraph (discussion of The Solid Waste Facility) was corrected - ADD The vertical baler will be replaced with a second horizontal baler; remove a new vertical baler and from the 3<sup>rd</sup> sentence in that paragraph. A motion was made, seconded and all voted in favor of the amended minutes.

Barry Muccio, Director of the Municipal Electric Company, reviewed the Department's CIP requests for 2013 to 2024. The voltage conversion projects are scheduled for every other year. A new bucket truck (ME-3) needs to be replaced in 2013. Barry has proposed that the Automated Meter Reading project be funded in 2013. The project sheet indicated 2014 for this project so Barry will submit a corrected project sheet. The project would be phased in during a 5 year period. Barry indicated that there will be a savings due to this project - less vehicle costs, elimination of part time meter readers, travel cost - and there will be more accuracy in the readings (especially for island properties). There was a discussion about paying for this project with cash or a short term(5 year) bond. This project needs to be coordinated with Public Works when purchasing the equipment to make certain electric and water department needs are met.

Sewall Road is next on the list for voltage conversions.

There was a discussion regarding LED street lights. Barry will plan another LED street light pilot program with the latest LED street lights. The price of the LED street lights (\$800/light and existing lights \$125) needs to be taken in to account.

Barry's CIP project description list contains all of the Department's projects; however the year scheduled on the list may change.

Town Manager Dave Owen reviewed the projects he submitted.

\$200,000 is being requested to place in the Capital Reserve Fund to set aside money for emergency repairs.

\$4,000,000 is being requested as a place holder in 2014 for Town Hall renovations. Any work to be done on the auditorium would be funded with private contributions.

\$180,000 is being requested to purchase and demolish two substandard buildings on Lehner Street and land bank these properties which are adjacent to Town owned property. This proposal is consistent with all of the improvements being made on Lehner Street (new sidewalks, drainage). An appraisal of the properties will be obtained and the owner will share in that cost. The demolition could possibly be done by Public Works. A wetland scientist will be hired to determine the amount of wetlands on the property. A site visit will be held at 10:00AM on 9/11/12.

There was discussion regarding the two Town owned buildings on Lehner Street and the fact that these two buildings are not discussed in the CIP Program. A motion was made to put the Electric Building back on CIP as a place holder, the motion was seconded and all voted in favor. Dave Owen indicated the Department Heads will meet and will be submitting some suggestions for the Electric Building.

Public Works Director Dave Ford submitted some requested updated information regarding the Infiltration and Inflow projects. He is requesting \$400,000 for 2013 (previously requested \$350,000). Twice as much water is coming back in to our system as we are selling.

Dave will submit updated information for the Center Street and Middleton Road projects and the road upgrades. Center Street should be kept on the list for 2013 and push off Middleton Road until 2014 since more of a commitment is needed from the State of NH.

Dave and Ethan Hipple have discussed a shared storage facility for Parks and Recreation and Public Works to be placed on the Parks and Recreation property on 109A.

Dave indicated that the number one priority at the Town Garage would be the lifts, pumps and the shed for the spreaders (\$340,000). The heating system can be done later.

Rob Houseman indicated he will update the spread sheet with all of the projects for the Committee members.

The next two meetings were tentatively scheduled for September 17 and 24 at 8:00AM. Kathy Barnard said she would check with the Committee members not present and possibly reschedule the meetings based on their responses.

Meeting adjourned at 9:55AM.

Submitted by  
Kathy Barnard  
September 12, 2012