

Capital Improvements Program Committee
Regular Meeting Minutes
August 8, 2013

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

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

Workshop on CIP Development:

Electric Department

Barry Muccio, Director of Municipal Electrical Department, reviewed the department's CIP requests for 2014 – 2023.

Replacement of the 1994 digger/derrick ME-4 truck in 2014, \$200,000

Sewall Road Conversion to 12V in 2015, \$750,000

Reconstruction of 390 Line for 2016, \$950,000 This is the reconstruction of Wolfeboro's section 3.5 miles of the line from Wolfeboro-Tuftonboro line to the substation. This project may be able to be pushed out. The line still passes NH testing. Trying to hold out to do at the same time Tuftonboro schedules reconstruction on their lines, as this may save some money on the project.

Reconstruct Melody & Keniston Island distribution systems in 2017, \$350,000 The islands have older vintage systems and need necessary upgrades and maintenance.

There are 5 projects scheduled for 2018 for substation construction and voltage conversions – the order of the projects may be swapped pending the location of the future load growth and conditions.

Roberts Cove Road Conversion in 2019, \$600,000

Submarine Cable Feeders in 2020, \$325,000

Pine Hill & Beach Pond Conversion in 2020, \$750,000

Middleton Road & Springfield Point 2021, \$700,000 voltage conversion

Library

Library Building/Renovation Project 2014, \$7,960,000

John Sandeen, presented the updates and progress on the Library Building/Renovation Project. Also present; Candy Thayer and Cynthia Scott.

There will be an updated feasibility study scheduled for 2014. The study will be funded with

the remaining balance of the 2010 appropriation and additional trust funds. The architectural design phase is scheduled for 2015.

The Library Foundation is organized and in place. They are planning to raise 50% of the cost of the project. Expect to also receive grants.

Bob: Still thinks this project is too much money. The town has too many debts and this is not a reasonable cost.

Linda: asked if they have thought of hiring a construction management to look at costs

Bob: Have they thought of pushing the project out? The Town Hall and Public Safety Building are big projects scheduled and 2018 would be a better time.

John: They have held public forum and have public support. They are also aware and have been trying to stay away from the Town Hall project date.

Linda: Concern of pushing out the Library project is that other projects will creep into the gap. As a committee, we need to be aware of how projects get shuffled and expanded. The expanded feasibility study will provide more realistic idea of the cost. The Library has been very thoughtful with the process with their project.

Rob: suggest that Pete could do the historic CPI vs tax rate.

Bob: We should be trying to keep tax rate even. Would like to get away from bonding smaller projects - \$200,000 can be done in cash. Discussion on future bonding requests, need to spread projects out, keep the tax rate even, an debt service of the town.

Town Manager

Town Hall Renovations 2014 \$4.0 million

Dave Owen provided a draft of the cost estimate from the architect \$3.4 million

Rob: The Friends of Town Hall are preparing to raise ¼ of the cost of the project. This will be used for the project done in total (not separate projects) There are grants that are being pursued.

Dave: 2nd option would be incremental improvements 2014 \$300,000 This project may increase but there is the Capital Reserve Fund to reduce the cost.

Discussion on project and at what point do you stop with the incremental projects.

Rob explained the use of the second floor, electrical and heating would be stoppers. These projects would require more involvement. They are using all the data to make decisions on what projects can happen and when. Looking at alternative heating and distribution systems.

Dave: 3rd option is putting money in the Capital Reserve account. \$100,000 in 2014

Kathy: Asked Dave if the staff & town manager have discussed uses for the Municipal Electrical Building as requested by the CIP committee last year.

Dave: he thinks that Dave Ford may have some ideas.

Rob: He sent memo to the Town Manager with three proposals for the building. One of the options was for the town to use as Bulk Storage for Records and remote storage.

Other Business:

Next meeting scheduled for Friday, August 23rd. 8 am

The meeting adjourned at 9:14 am

Respectfully Submitted,

Stacie Jo Pope