

## **Wolfeboro Capital Improvements Planning Committee**

Regular Workshop Minutes – **Draft**

Wolfeboro Library Meeting Room

August 31, 2015 at 8 a.m.

**Members/Staff Present:** Chair Kathy Barnard, Joyce Davis, Jim Shildneck, Bob Tougher, Linda Murray, Town Manager Dave Owen; Director of Planning and Development Rob Houseman; Public Works Director Dave Ford; Finance Director Peter Chamberlin; Larissa Mulkern, recording secretary.

**Members/Staff Absent:** Paul O'Brien

**Meeting Schedule:** September 21 and September 28, 8 a.m. at Wolfeboro Library Meeting Room.

**Minutes:** Draft minutes from the Aug. 24 meeting were not available.

**Call to order:** Chair Barnard called the meeting to order at 7:54 a.m.

### **CIP Development Workshop**

#### **Public Works**

##### **Equipment Capital Reserve – Highway and Solid Waste vehicles and equipment**

David Ford stated \$165,000 a year has been allocated to this account; last year \$175,000 was spent to replace one piece of equipment; the department seeks to replace a skid steer for \$50,000 in 2016.

##### **Wastewater Treatment Plan Capital Reserve**

In 2013 identified \$1 million in projects and decided to spread those out over time, setting up capital reserve account. Ford stated a grant became available, \$80,000, to purchase an emergency generator, which is now up and running at the plant. This coming year the focus is on engineering on high priority projects such as sludge pumps and storage building. This year's capital reserve request is \$125,000 to continue working on the vintage 1973 facility.

Dave Ford will provide a spreadsheet of the projects to the committee, per Mrs. Murray's request. Mr. Owen can provide balances of those capital reserve accounts.

##### **Water line replacement – Whitten Neck Road**

The road is not in good shape so when the town rips up the road to replace the water line, the road will be at first rebuilt to travel condition with a base put in after the water line project, with the top off the following year to allow for settling following construction. Residents from the Governor's Landing Association and Crystal Shore road owners association on Whitten Neck submitted letters of support to support the public works department request and move forward with plans to repair the road. Resident Rich Lamperti of 86 Whitten Neck Road stated there are drainage problems on the road in spring and winter and a lot of water drains through his driveway although he lives at the top of the hill. Prior to surveying, Ford stated a letter would go out to residents requesting input on the drainage problem.

A total of \$850,000 with a contingency of \$20,000 is on the road upgrade list.

##### **Wolfeboro Oil property**

One project that is critical is the purchase of the Wolfeboro Oil building and quarter-acre lot, a piece of land that abuts Bridge Falls Path and includes the gravel section of road used as a public way but owned by the oil company. There are several options for the property. The building was built in 1875. In 1950 at town meeting voters raised \$5,000 to buy the railroad station building with the intent of

demolishing it – and it was never demolished. Houseman added the town has right of first refusal for the property after Wolfeboro oil built the business park. The price on the downtown property may be in the \$100,000 range. Houseman provided some background information on the business ownership and said he will obtain additional information on whether the old oil tanks will be removed.

### **Public Restrooms – 2017 CIP**

Ford stated the town, as a tourist destination, needs more public restrooms. The intent is to put a \$400,000 placeholder for a public facility project. Committee members discussed several potential locations. Houseman stated in some communities, the chambers of commerce host the public restrooms; and in some others, the state provides the facility.

### **Dockside improvements**

Ford presented three conceptual drawings by a landscape architect for potential changes at the Dockside to address parking, greenspace and other issues. Comments: motorcycle parking will be lost in all three options; one option would take four linear feet from the docks; handicapped parking should be located closer to the bandstand; access should be ample for vehicles with boat trailers; each diagram included a restroom facility. A stakeholder meeting identified problems such as lack of parking and lack of dock space at Dockside, and the connectivity to Main Street and the lack of greenspace in the lot. Ford said the drawings were very conceptual and that parts of one can be used with another and so forth. Currently there are 41, striped, parking spaces, four of which are ADA accessible, which is more than required. There are three other non-striped spots where business owners or employees park. Option 1A, 1B and 2 attempt to address some of the needs; and one option is to install seasonal portable toilets as the sewer lines need to be replaced. Ford said the Dockside plans need further study and the stakeholders, hopefully by the Sept. 28 CIP meeting, will provide a fuller recommendation. Mrs. Murray said the most important asset is the lake and the conceptual plans that show people sitting at the dockside facing the public bathrooms was not favorable. Ford said currently the benches are just a few feet away from the car grills. The conceptual drawings are available online at the town's website, [click on 'Dockside Improvements' from the home page, [www.wolfeboronh.us](http://www.wolfeboronh.us)]

Mrs. Murray asked the Finance Director for an updated assessed value when available; Chair Barnard asked Houseman to forward meeting minutes from the Aug. 24 meeting. Mr. Owen will draft a letter to Whitten Road residents from Chair Barnard regarding the road project.

### **Town Hall Parking Lot overlay**

The pavement was cut in several locations to install electric and water; this year trenches will be covered. The department request is \$30,000 for next year to install a four-inch base on the parking lot.

The workshop recessed at approximately 9:25 a.m.

Respectfully submitted:  
Larissa Mulkern  
Recording Secretary