

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES
July 21, 2015

APPROVED: as amended & clarified 8/18/15 __jrl_____

AGENDA: WORKSHOP

ATTEND: Don Milbrand (Chairman), Steve Favorite (Vice-Chairman), Bill Cote,
David Hill, Joe Lukeman, Dan Paradis

ABSENT: John Bianchi (conflict)

OTHER: Michael Capone (Town Administrator)

The meeting opened at 7:03p.m. As the May minutes were taken by Mr. Milbrand and he had not had time to send his notes to the secretary (who was on vacation at that time), it was determined to defer these to our next meeting.

UNFINISHED BUSINESS: None

WORKSHOP:

The only request received was from Steve Yannuzzi, Fire Chief, for replacing the radio tower on Hemphill Rd. for 2017-2019 at an estimated cost of \$50,000 by Lakes Region Fire Mutual Aid. It was thought that there may be a shared cost with Lakes Region Fire Mutual Aid. Mr. Cote asked if it would be possible to add a cell tower. Mr. Paradis asked if the estimate is recent. Mr. Milbrand stated that this was looked at previously for a cell tower but Dr. Carlson owns the property, for which we have an easement. A cell tower could not be satisfactorily negotiated at that time. Mr. Milbrand went on to say that he does know that there is a concern with the condition of the radio tower, which is in pretty bad shape.

Mr. Cote mentioned that the Budget Committee is planning to do Department tours. It was thought that maybe the CIP Committee could join them. Mr. Cote will look into setting them up, especially with the Police, Fire, and Highway. He will notify this committee about dates.

Mr. Milbrand noted that we have nothing on our plan for the Fire Dept. for 2016 other than the tower. Looking at the bottom line, he suggested that we might need to move some of 2017 into 2016 to balance better.

Mr. Hill stated that the Highway's 6-wheel dump truck is not in yet and maybe we can push the next one out some. We shall need to ask Mark Bucklin, the Highway Superintendent. Mr. Hill went on to say that the present truck, that the new one is to replace, has died. They are looking into the cost to repair as it was supposed to go to the Fire Dept.

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WORKSHOP, continued:

The chip seal being done on Peaked Hill seems to be working. Mr. Milbrand mentioned that the first road that this method was used on was Smith River Road and it has held up well. Mr. Favorite brought up the salt shed and Mr. Lukeman felt that Mr. Bucklin needs a plan. Mr. Milbrand explained that he does and things are to be done in a sequential manner. We can ask Mr. Bucklin if he feels that we should put it on the plan, even though there are off-setting funds, so as to keep it in focus.

Mr. Hill asked about our involvement if the Boat shed is purchased. Mr. Paradis felt that we need to track the costs. Mr. Capone explained that it is in a very preliminary process. At present, it is \$520,000 for the purchase and there is money to be paid on several options done by an architectural staff. There is a possibility of a Special Town Meeting on this, possibly in Sept. Mr. Hill stated that another option is the building next door. Mr. Milbrand reminded the committee that our part is for us to take what the Departments tell us and put it on the plan. The CIP committee does not give personal opinion on what to do; we just place everything on a plan to balance the bottom line from year to year.

Mr. Paradis asked, if the boat building is purchased, will the cost of necessary remodeling of this building for the Town Office be included with the renovations for the Police. Mr. Capone stated that it would and added that the changes here would be relatively minor: The meeting room would be opened up again making it handicap accessible again, storage space would be designated, and Planning & Zoning needs a bit more room as does some of the other offices. It would not be a lot of money to do the basics needed. Mr. Milbrand felt that this is all premature for our plan at this time.

Mr. Favorite asked about improvements to the Avery-Crouse beach. Mr. Capone stated that a preliminary is being done on drainage. NLRA is looking into a grant. There is nothing major for the beaches. Eventually, we shall need to pave the parking lot at Cummings Beach.

Mr. Milbrand then asked about the Water Street project. Mr. Capone stated that we are looking into the part that Bristol owns and what work we can do on our own. We are still waiting on permission from the Army Corps of Engineers on the rest. The preliminary engineering cost for our part is about \$26,500. Total cost I around \$300,000. Mr. Lukeman felt that it would be nice to put this on our plan so as to keep it in focus. Mr. Capone added that they have spoken with DES for the necessary Shoreland permits. Mr. Milbrand stated that we would like some rough estimates for this.

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WORKSHOP continued:

Mr. Capone stated that the date for the CIP Committee to present to the Budget Committee has been set for Nov. 9th and a second meeting for Feb. 2nd. Mr. Milbrand stated that this means that we start setting up the 2016 plan in August, finalize it in Sept. and present it to the Planning Board in October. He asked if it might be possible to present to the Selectmen at the same time as the Budget Committee. Mr. Capone will check and let us know. Mr. Hill feels that November is early; it gives them time to forget. Mr. Milbrand and Mr. Cote explained that, last year, members brought up CIP recommendations during the deliberations. They are both on the Budget Committee, as well.

NEXT MEETING: Mr. Milbrand explained that the Selectmen are holding a workshop here next Tuesday and asked if the committee feels they should meet and where. The committee felt that they need to collect the data mentioned tonight and put things together for next month. The July 28th meeting was then canceled and we shall meet again on August 18th at 7:00pm. In the meantime, those that wish to will attend the tours when we hear the dates set for them.

OTHER:

Mr. Favorite had distributed some copies of the Police Station plans and needs and then read some NH laws regarding juveniles and Washington, NH's thoughts of their old school house Police Station. A checklist of Space Needs Analysis was also given out by Mr. Favorite for the committee's information.

With no other business before the committee, S. Favorite made a motion, second by J. Lukeman, to adjourn at 8:07pm.

Respectfully submitted,
Jan Laferriere, recording secretary