

## 09/27/12 Capital Improvement Plan Committee

Capital Improvement Plan (CIP) Committee  
Thursday, September 27, 2012  
Newmarket Town Hall  
Council Chambers 4:00 p.m.

Members present: Rick McMenimen (Chair), Judith Ryan, Rose-Ann Kwaks, Michael LaBranche and Diane Hardy were present. Jane Ford and Matt Angell were excused. The meeting was called to order at 4:05 p.m. Steve Fournier, Town Administrator was present.

### Minutes:

A motion was made by Michael LaBranche, seconded by Judith Ryan, to approve the minutes from August 30, 2012 meeting. All in Favor.

A motion was made by Rose-Anne Kwaks to approve the minutes from September 9, 2012 meeting, seconded Michael LaBranche. All in Favor. Michael LaBranche abstained.

Town Administration - Town Administrator Steve Fournier was introduced to all present. He discussed the need to establish a capital reserve fund for the statistical update of the revaluation which needs to be done every five (5) years. There is a need for \$150,000, to be available by 2015 for this purpose. The projected cost of the revaluation is \$150,000. There has been no prior funding set aside for it. There is need for a warrant article to establish the fund in 2013, with \$75,000 being appropriated over the next two years. A motion was made by Judith Ryan, seconded by Diane Hardy, to recommend the establishment of a Capital Reserve for this purpose with a warrant article in March of 2013 and to include \$75,000 in appropriations for this year's budget.

Sidewalks - This fund was established in 2011 but no funds were included. It is for new and improved sidewalks, not to replace or maintain existing sidewalks. A motion was made by Michael LaBranche, seconded by Diane Hardy, to recommend \$25,000 as part of this year's CIP. All in Favor. Rose-Anne Kwaks wanted the record to reflect that she was adamantly opposed to this funding request.

Water – There are a number of important and necessary projects that need funding, including the Macintosh well, the pump station, an additional water source, the water storage tank, and the water line from the car wash to the water tank. Rick McMenimen feels we should consider the recent unanticipated transfer of funds to the water and sewer enterprise fund before allocating any additional funding to these accounts. A motion was made by Judith Ryan, seconded by Michael LaBranche to recommend \$359,800 for this purpose. Vote carried, Rick McMenimen was opposed.

Sewer – In light of the pending EPA requirements concerning the reduction of nitrogen discharges into Great Bay, a new wastewater treatment plant is needed. The anticipated cost is between \$12 and \$18 million dollars. Michael LaBranche stated that these funds are critical in order to receive matching funds from the state and federal government. A motion was made by Judith Ryan, seconded by Michael LaBranche, to recommend \$100,000 to be put into the sewer CIP. Vote carried, Rick McMenimen was opposed.

Stormwater Management – This new Capital Reserve Fund is recommended by the Public Works Director in order to address drainage and flooding issues. For example, there is a major drainage problem existing on New Road in the area of the Sleepy Hollow Mobile Home Park. The EPA would look favorably upon this as a potential solution to the non-point source pollution problem affecting Great Bay in regards to on-going negotiations related to nitrogen discharges. A motion was made by Michael LaBranche, seconded by Diane Hardy, to recommend \$41,113 be included in the CIP for this purpose. Motion carried.

Public Works – Equipment Rick McMenimen, and other members, felt the Public Works vehicles were not being maintained as they should be. Salt and sand was still visible on trucks in August, which indicates that due diligence was not being done. It was suggested that all truck requests be pushed out one year as an incentive for the Department to improve upon vehicle maintenance. The original amount requested was \$151,864, a motion was made by Michael LaBranche, seconded by Judith Ryan, to reduce the request to \$138,000 over the next ten (10) years. All in favor.

Building Improvements – The Department request included \$286,000 to complete renovations to the second floor of the Fire Safety Building to house on-call fire rescue volunteers. Because this request was not supported by a prior Town Council and Town Meeting warrant article, the Committee felt that this should go back to the Town Meeting for another warrant article, at some later date. A motion was made by Michael LaBranche, seconded by Judith Ryan, to maintain funding in this account at \$5,000 per year for future building repairs, heating system improvements, air conditioning, painting, roofs and flooring.

Macallen Dam – The funding in this account could be used whether the dam is repaired or removed, which will be a large expenditure. The amount stated on the form is grossly underestimated. A motion was made by Diane Hardy, seconded by Michael LaBranche, to recommend \$25,000 to be included in the CIP for this purpose. All in favor.

Fire and Rescue – A motion was made by Diane Hardy, seconded by Michael LaBranche, to recommend \$76,250 for fire equipment. All in favor.

Police – A motion was made by Michael LaBranche, seconded by Diane Hardy, to approve \$26,323 for vehicles and equipment. All in favor.

Dispatch – There are questions abound about the continuation of the Dispatch Center, with a possibility of a Warrant Article for next year to determine whether or not to continue with the existing Dispatch Facility. Regardless, the Committee felt there should be a continuation of funding until the decision is made. A motion was made by Michael LaBranche, seconded by Diane Hardy to recommend allocating \$20,933 for that purpose. All in Favor.

Recreation - The committee made the following adjustments to the request by the Department:

1. Passenger Bus – Approve \$6,150, as requested.
2. Turface – Request was denied, \$2,000 reduced.
3. Swing set Replacement – Approve \$4,000, as requested.
4. Backstop at Beaulieu Field – Request was denied, reduce by \$1,400.
5. New Bleachers – Approve \$2,000, as requested.
6. Playground Structure Replacement – Approve \$3,500, as requested.
7. ADA Door – Request was reduced from \$5,000 to \$2,000, account can be added to in future years, if required.

A motion was made by Michael LaBranche, seconded by Judith Ryan, to appropriate \$ 17,650 for recreation.

A motion was made by Michael LaBranche, seconded by Judith Ryan, to recommend a total CIP appropriation of \$910,069. This amount include General Fund appropriations in the amount of \$450,269 and Water and Sewer Enterprise Funds in the amount of \$459,800.

The meeting was adjourned at 5:50 p.m. upon a motion of Michael LaBranche and a second by Judith Ryan. Chairman McMenimen thanked everyone for their contributions to the CIP process.

The CIP committee, then, went on a tour of the Town's recreation facilities.