

TOWN OF NEWMARKET, NH

CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE

September 18, 2019

3:30 PM Town Hall Auditorium

Members Present: Russ Simon, Chair (Member at Large), Amy Burns, Vice Chair (TC Rep), Joe Lamattina (Budget Committee Rep – Alternate), and Kim Shelton (School Board Rep – Alternate)

Members Absent: Eric Botterman (PB Rep- Alternate), Jane Ford (PB Rep), Jonathan Kiper (TC Rep-Alternate) Christian Matthews (Budget Com Rep), and Al Zink (School Board Rep)

Others Present: Diane Hardy (Town Planner) and Sue Frick (Recording Secretary)

Called to Order: 3:34 PM

Agenda:

1. **Approval of Minutes of the September 25 and September 26, 2018 CIP Meetings:**

Approval was postponed until the next meeting.

2. **Approval of Minutes of the September 3, 2019 CIP Meeting:**

Approval was postponed until the next meeting.

3. **CIP Presentations by Department Heads:**

Chief Kyle True: 3:35-3:50

Police/Dispatch:

Police Fund Balance: \$158,845.00

The Chief reviewed his CIP requests for Police Cruiser Replacement.

Dispatch Communications Fund Balance: \$160,709.00

There are eleven items on the request form. He has carefully prioritized the items for replacement. He does intend to replace five portable radios (pg. PD-3) this year and more in the following years- spreading the cost over several years. The Police Department Booking Area Improvements which are necessary for officer safety and visibility is in the Facilities request on pgs. F-7 & F-8. They also need some additional security cameras to completely cover the parking lot area– especially since child custody exchanges are made in the parking lot.

Steve Fournier: 3:50-4:00

Administration:

Heron Point Sanctuary Pedestrian Bridge Design: pg. O-1

A grant from the Newmarket Community Development Corporation (NCDC) for \$10,000 has been received to begin a feasibility study for a bridge design between the downtown area and the 38 acre Heron Point Sanctuary. The eventual cost of the bridge could in the \$300,000 range (very rough estimate). An RFQP will be issued once costs are estimated. The project will require approval from many agencies. The bridge is expected to be 30-40' above the river.

Aimee Gigandet: 4:00-4:35

Recreation:

Capital Balance: \$157,914.00

She described the projects from R-1 to R-7. 1) Basketball court cover, 2) Permanent Signage visible from Rt. 108, 3) Update the Skateboard Park, 4) Splash Pad and Permanent Restrooms at Leo Landroche, 5) Rec Pick-up Utility Truck, 6) Picnic Table & Trash Containment Cans (animal proof!!). The rec dept. receives only staff salary from the town budget. The monies to run programs comes from their revolving funds. A few questions were answered by Greg Marles about the splash pad water treatment. He is a Certified Pool Operator, but other staff at the rec department would need to be certified for the chemical testing, etc. He estimated that the operation cost of the pad would be approximately \$5,000/year.

Sean Greig: 4:35-4:55

Water:

Water and Sewer is another department that charges fees and uses these funds as Enterprise Funds. W-1 Water Department Lab, Office, and Storage: This conversion of space will save the water department money and put all staff into one facility. The facility on Packer's Fall Road will no longer be used.

W-2 New 750,000 Gallon Water Tower: The current tower was built in 1978. This project would fund the purchase of the property for the new tower. This property is right next to the current tower.

Sewer:

He carefully went through the wastewater equipment/pump station improvements. Every item listed has been given a life, cost, and spread out over several years to make the repairs and keep up. Pages S-4 to S-7 is the request for the Wastewater Treatment Facility equipment upgrades. S-8 is an urgent item for new Tide Flex Valves. EPA is requiring an action plan ASAP for this replacement and permits will be need to be requested. The 18" wide pipe also needs to be cleaned, but that is still being researched.

Greg Marles: 5:00-6:15

Town Facilities:

F-1 Beech Street Center needs fire and safety improvements, ADA improvements, furnace replacements and overall upgrading. There was some discussion about the purpose of this building.

F-2 Community Center Portable Bleachers. The current bleachers are not up to code standards.

F-3 Community Center Camera System. This system would improve safety and security.

F-4 Community Center Doorway Keying Replacement. Existing doorways and frames are failing and require replacement of latching and keying systems.

F-5 Community Center Athletic Field Improvements. The fields require drainage improvements, the Round House needs repairs, and a warning track needs to be installed in the track and field play area.

F-6 Updated the Skateboard Park. The park has some serious issues and is need of replacement. It was built in 2002 and cannot be repaired.

F-7 Police Department Security Improvements. To increase security at the Police Department, a new access system to connect to the Town based systems would be a necessary project.

F-8 Police Department Booking Area Improvements. This request was addressed by the Chief in his presentation.

F-9 Newmarket Library Pedestrian Improvements. The improvements would provide ADA access and increase safety for pedestrians and patrons of the library.

F-10 Library Interior Plaster and Wall Repairs. This type of repair requires an individual with a specialty trade. The cost of such repair is increasing each year as we wait to do this work.

F-11 Library ADA Access Improvements. This project will correct ADA access levels and improve the circulation desk observation area.

F-12 Town Hall Brick and Stone Repointing/Repairs. The Town Hall is urgently in need of this work to protect the structure of this asset.

F-13 Town Hall Electrical Improvements. This is an urgent request as the Town Hall currently has live and operating knob and tube as well as various types of wiring materials in the ceiling found to be in varying conditions.

F-14 Town Hall Fire Detection Replacement. The existing fire detection system is not up to current code standards presenting a dangerous situation.

F-15 Town Hall Cabling Repairs/Replacements: The existing network cabling needs to be updated, identified, old cabling removed and expanded in certain areas for switching.

F-17 Town Hall Keying System Improvements: Replacement of the existing system to control unauthorized access. For safety, this project will provide single emergency fire access and police access to all spaces.

F-18 Town Hall Roof Surveillance System: This project will provide increased safety measures for staff and visitors to the Town Hall.

F-19 Town Hall Exterior Store Front Replacements: The existing doorway frames and stiles are showing age and are becoming hard to operate due to the continuing degrading of the framing.

F-20 Town Hall Roof Recertification Program: Recertification of the current rubber roof by making some repairs will allow the Town to move the warranty out 5 or more years thereby buying time before total replacement is necessary.

F-21 Fire Department Second Floor Renovations: Completion of the bunk rooms, locker rooms, and emergency operations center would reduce the need to hire additional full time staff and expand the volunteer coverage by allowing recruits who live further away.

School Facilities:

SC-1 School Vehicles: The 2018 ¾ Ton Ford F250 currently has 40,000 miles. Saving money in the CIP for a future replacement is requested.

SC-2 Newmarket School Turf Field: This project is requested to construct a multi-purpose turf field on the former Carpenter property. Field lighting and bathrooms are not included.

SC-3 Elementary School Classroom Renovations: This is a project for updating the classrooms that were not part of the school construction project. He proposes to renovate a few rooms each year.

SC-4 Elementary School Bond Payment

SC-5 Jr/Sr High School Courtyard Landscaping: This project, when completed, will provide educational spaces in the court yard created by the new construction.

SC-6 Jr/Sr High School Parking: Construction of 25 additional parking spaces on the east side of the art building. The estimated cost includes civil design, DOT permitting, traffic study, pervious pavement, curbing, and sidewalk.

SC-7 Jr/Sr High School Bond Payment

Diane Hardy: 6:15-6:30

Newmarket Master Plan Update 2025:

P-1 Continued financial planning for the required Master Plan: The Town Charter requires that the Town Master Plan be updated no less frequently than once every 10 years. The PB updates a chapter about every 18 mo. This year the Town received money from the NH Source Water Protection Grant Program. The PB will be updating the Water Resource Plan section of the Master Plan. Diane is seeking volunteers to serve on this working group. If anyone is interested, please contact her.

Rick Malasky:

Public Works:

PW-1 through PW-4 to be presented for discussion on September 25 from 3:30- 4:00 pm.

Fire:

FR-1 and FR-2 to be presented for discussion on September 25 from 3:30-4:00 pm.

4. Adjourn

Action

Motion **Amy Burns** made a motion to adjourn.

Second: **Kim Shelton**

Vote: Approved Unanimously

The meeting was adjourned at 6:31 pm

Next Meeting: Wednesday, September 25, 2019 from 3:30 to 6:00 pm

Respectfully submitted,

Sue Frick, Recording Secretary