

TOWN OF NEWMARKET, NH

**CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE**

Thursday, September 10, 2020

4:30 PM Virtual Zoom Meeting

**Call to Order by Chair Russ Simon:** 4:32 PM

Members Present: Russ Simon (**Chair** & Member at Large), Joe Lamattina (**Vice Chair** & Budget Committee Rep), Amy Burns (Town Council Rep), Roger Cady (Budget Committee – Alternate), Ted Seely (Planning Board Rep), and Gary Swanson (School Board Rep).

Members Absent: Jane Ford (Planning Board Rep – Alternate), Mike Kenison (School Board Rep-Alternate) and Jonathan Kiper (Town Council Rep-Alternate).

Also Present: Diane Hardy (**Coordinator**) and Sue Frick (Recording Secretary)

Presenters: Susan Givens, Sean Greig, and Janna Mellon

**Agenda Items**

As each project is presented and discussed, **Diane Hardy**, will bring the page up on screen to help the members and presenters.

**1. Continuing Departmental Presentations**

**Water**

**Sean Grieg**, Environmental Services Director, gave an overview of both the Water and Sewer CIP requests. The rate payers fund the enterprise fund from water and sewer use. These projects do not contribute to the tax rate – only the sewer and water users pay. The department is moving ahead with several important projects right now. These include the Bay Road Water Main, the Moody Point Water Main (staff support and labor provided by the Town and paid for by the Moody Point Community Association water users), the Bennett Well, Sewall Well, and (hopefully) the Tucker Well. The other plan in progress is a treatment facility which could handle the arsenic issues with the MacIntosh and Tucker Wells.

**W-1 New 750,000 Gallon Water Tower**

The current tower on Great Hill was installed in 1978 and last painted in 1997. The tower needs repainting now and diver inspections continue every 5 years. As the town continues to grow, the current tower does not quite contain the 3-5 days of storage required. The CIP request is for the purchase of the land and construction. Once the new tower is completed, the old tower will be assessed, repaired, and upgraded for use. Having enough water in storage is very important for fire protection.

**W-2 Vehicles – Water**

Most vehicle cost is shared between Water and Sewer. Sean likes to keep his trucks about 12 years and then rotate them out of service. He will send the 2009 truck for assessment to see if it can be kept a little longer. The VAC-CON vacuum truck cost is split three ways between the three users - water, sewer, and PWD. The only truck he would consider for 'lease/purchase' would be the VAC-CON vacuum truck.

**Sewer**

**S-1 Vehicles**

This vehicle equipment list is very like the Water side...some 50-50 trucks. Again, the 2009 truck will go out for assessment.

**S-2 Creighton Street Pumping Station**

Last work done was in 2000. He put in place a plan in 2018 using a 1% escalation calculation into the future funding for pump replacement. NHDES and Rural Development grants have helped bring the original cost of the project down from \$14.1 to \$10.3 million.

**S-4 WWTF – 1**

Changes will need to be made at the WWTF due to new EPA permitting requirements. Without the funding each year in the CIP, the Town may find itself in a difficult financial situation as new permitting requirements are instituted.

**S-5 WWTF – 2**

This is the control building with the new equipment and is the electrical operation hub.

**S-6 WWTF – 3**

This is the equipment that is inside the tanks.

**S-7 WWTF – 4****S-8 WWTF Improvements – Clarifier Covers**

Green algae grows rapidly in our tanks where secondary covers are currently being used. Therefore algae must be removed physically by staff jumping in the tanks and scrubbing! Exeter has put covers on their effluent tanks and the algae does not grow. Our algae impacts the chlorine demand, effects the quality of our effluent, and gives bacteria places to hide.

**S-3 Other Pump Station Improvements**

There are 5 other pump stations besides Creighton Street being used. These stations send everything to Creighton Street for processing. Some of the stations has not been touched in years and need attention. Sean invited everyone to come on down and visit the facilities – just call!

**Thank you Sean!**

**Schools**

**Susan Givens**, Superintendent, and **Janna Mellon**, Business Administrator, have joined the meeting to discuss the school proposals. Introductions were made all around to welcome **Susan** and **Janna**.

**SC-1 School – Vehicles**

The School is requesting funds for payments on the 2018 ¾ Ton F250 truck. The truck is on a five year ‘lease-purchase’ and will belong to the school at the end of the lease for \$1.

**SC-2 Newmarket School Turf Field**

They are not seeking any funding through the CIP this year for the field.

**SC-3 Elementary School Classroom Renovations**

There were a number of classrooms which did not get any attention during the recent renovations. The carpets are rippling up and causing a tripping hazard. There are 8-10 classrooms needing carpeting, painting/wall repair, and electrical upgrades.

**SC-4 Jr/Sr High School Courtyard Landscaping**

This project was in the renovation plan, but was an “alt”. There are water leaking issues in the doors leading to the courtyard and awnings were purchased. There hasn’t been enough rain to test the awnings yet! The courtyard provides natural light for 5-6 classrooms.

**SC-5 Newmarket Jr/Sr High School Parking**

**Susan** mentioned that this is rather important at this time because of the need to create social distancing on the buses due to COVID. More students are driving to school and parking. The space is very limited and 26 spaces would really help. Big events, such as sports games, music and theater events, might pose parking issues in the neighborhood.

### SC-6 Newmarket Elementary School Playground

The old structure is 15 years old and in disrepair. The PTA is raising money (about \$80-90,000 so far), but have had to cancel a number of fundraising events this year. In addition, the school put \$50,000 in a trust fund earmarked for the playground.

**Russ** has encouraged **Susan** and **Janna** to contact the CIP with any questions. **Susan** thanked **Diane** for all of her help to make this process easy and for welcoming the school into the process.

**Thank you Susan and Janna!**

### Planning

**Diane Hardy**, Town Planner/Zoning Administrator, presented the proposal.

### P-1 Newmarket Master Plan Update 2025

The Town Master Plan was last completed in 2001. The next plan must be completed by 2025. The State requires that, in order to have impact fees, we must have an updated Master Plan. The plan must be updated once every 10 years. We will likely hire a consultant to help facilitate multiple meetings about the Master Plan and resulting Zoning and Development Regulations. It may take 18-24 months to complete. We have saved \$ 62,000 for the project so far. Under State Statute we are required to have two specific chapters including visioning and land use, and others as deemed appropriate by the community. Involving the public is a key component in this process.

<https://www.newmarketnh.gov/planning-board/pages/newmarket-master-plan>

**Thank you so very much Diane!!!!**

**Joe Lamattina** would like to put together several draft recommendations with the CIP's approval. These include a 1) feasibility study for replacing the Town Hall, 2) the lease/purchase system for vehicles and equipment, and 3) recommendation that the Town and School seek to find common ground issues like the phone system and IT. Copies of the completed recommendations should go to the Town Manager, the Town Council, Budget Committee, and the School Superintendent. Thank you **Joe!**

**Russ** reviewed the process for the next meeting about ranking projects for the CIP report. **Diane** mentioned that the CIP members will have an opportunity later to meet with the Town Council to present, explain the deliberations, and recommendations made.

## 2. Adjourn

### Action

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

Second: **Gary Swanson**

Vote: Unanimously approved

The meeting was adjourned at 6:15 PM. The next virtual meeting will be held on Monday, September 14, 2020 at 4:30 PM.

Respectfully submitted,

Sue Frick, Recording Secretary **Thank you Sue!**