

Town of Tamworth
Planning Board
*** Capital Improvement Program Committee MINUTES ***
July 31, 2018

The meeting was called to order at 7 pm by Jack Waldron.

Members Present: Jack Waldron, Chairperson, John Wheeler, Sheldon Perry, Rebecca Mason, Kathi Padgett, Susan Ticehurst, Melissa Donaldson, clerk

Members Absent: Suzanne Morgan

Approval of minutes from 6/26/18 – Correct spelling of Kathi’s name, Sheldon’s name, and the word “made” on the last line. Police Department – needs to say “as a third unit” after 2019 and change Susan to Suzanne, add “advertising for a third” after 2 employees. Highway – remove “s” from plans, Change last year to “In 2018”. Page 2 – paragraph about Rec Department – remove the last word of the paragraph. In the next line, remove the “n” from then. Next line – add a “d” to use, and a period at the end of the sentence. A motion to approve as amended was made by John , seconded by Kathi.
APPROVED

Discussion of Each Department's Status

Town Government – Moved out map revisions and software upgrade to 2021. Rebecca discussed the reasoning for numbers. Approximately 20% of re-vals can hopefully be done per year. Discussion was held about the roofing type. Municipal Safety Building – this building has been pushed out to a later date. It seems that Station 1 will be rebuilt. \$8000 for the Town House – to continue to bring it up to specs. The basement needs window repairs and drainage. There is still discussion about a bump-out on this building.

Fire Department – They are finishing their plan for the Fire Truck from 2018, 2021 is the next truck purchase. They skipped the maintenance at the Chocorua station. They would like to put it back in, so it has been placed in 2020 for now. Ambulance is being left in the out years.

Police Department – \$60000 should be Unit 2 or Unit 4, needs to be corrected on the list. Rebecca would like to add the year of the vehicles. Unit 3 (replace the 2013 vehicle) Unit 1 (replace a 2011 vehicle), and the one in 2019 will be a third, and will be called Unit 2. John feels that the numbers should be \$45000 for the new one, \$35000 for the others. Currently it is at \$60000. Discussion was held about whether we are using their numbers or changing them to our recommendations. The building improvement number is for an evidence room.

Highway Department – not much has changed. Truck, road construction, and Bunker Hill Bridge are on for 2019. Jack will check if that can be split over two years. A discussion was held regarding the closure of the Butler Bridge. We need to be sure that both bridges are not closed at the same time. Do we know the mileage on the pickup truck that is being replaced?

Emergency Management – nothing

Parks and Recreation – the mower is in 2020. There is thought about a sprinkler system, but there are no quotes yet. There is also a question about the field, which is on hold at this time. It is being maintained just by mowing. Town money is not being requested for that project. It needs to be appropriated through town meeting even though it is donated. An opinion from the lawyer may be valuable. John feels that DRA could answer.

Transfer Station – Roof extension needs to be done at the same time as the bathroom. These are two separate items. Snow removal is difficult because the container does not have a roof over it. He is requesting walls and a roof to enclose the main compacter container. He has a quote of \$15000 for it, but he feels that the quote is high. In addition, get a quote for the bathroom at the same time, to do the construction all at once. He is still working on that quote. The Selectmen have not heard about this. It needs to go to the 21-22 years. Prioritize the roof extension earlier, then work on the well, septic and bathroom subsequently (2022?) The \$15000 for the roof extension should be in 2019. The paving was not done last year, \$11000. Richard may be able to work with Glen on this, they will have a conversation. There are no plans to go single stream. The Selectmen need to be made aware of the proposed items and offer feedback before they are added to the CIP. We are going to recommend the roof extension.

Cemetery Commission – Fence repairs – they have proposals for higher amounts than what were requested. The issue of ownership/maintenance was brought up. There is a question about placing chain on the granite posts at Riverside. The gate has been redone. Pease Hill needs some attention. The ownership is not clear for the front section. The requested numbers can be moved if need be. There is money in the maintenance fund that could possibly be used toward this.

Library – has an updated estimate. They would like the carpeting in 2019.

School – The \$50000 HVAC money has been moved to 2024. This will allow room for the \$300000 the Highway Department needs.

Planning Board - The buildout analysis has been moved out to being done after the geo-referencing.

This year's totals are not all that much more than last year's. (Approximately \$100000 more this year) – adding approximately .30 to the tax rate over last year, more so if we add in what was not spent last year.

The tax assessing software is coming in less than anticipated for 2019.

General operating budgets are coming in at 15% above last year's.

Recap of tonight's discussion - Jack will double check with Dana on the prices, Richard on the pickup truck, clarification from DRA or lawyer on best way to handle money for the Grace Field, a group conversation between Glen, Richard and Selectmen about gravel work, put the roof in 2019, and well/septic/bathroom in 2022. Rebecca will bring information about the fire truck bids and whether they are accepted.

There is an August meeting, then a hearing in September. After that it will be presented to the Planning Board, then the Selectboard and the School Board.

We will be losing the bonds in the out years. The school will be gone completely in 2023. The transfer station bond goes away in 2022.

Rebecca spoke about the possibility of broadband coming, but the consensus is that it will have to be bonded out. A meeting about the broadband is being held on the 26th. It may be helpful to work with neighboring municipalities. There is also the consideration that the TVA would like to turn over the septic system to the Town. A village district/precinct would allow higher density.

We are losing \$100000 in tax revenue from Pine Tree Power's closure.

Can Town Office roof be pushed out another year? There is a leak in the Selectmen's Office.

Ratings and priorities will need to be done in August. Project descriptions will also be needed.

The Budget Committee should be meeting by the end of this month. Rebecca will suggest that they meet with the CIP.

Next CIP meeting is August 28th.

Adjournment – Susan made a motion to adjourn at 8:35 pm, John seconded. APPROVED

Respectfully submitted,

Melissa Donaldson
Clerk