

**Town of Wolfeboro
Capital Improvements Program Committee
August 12, 2022**

APPROVED MINUTES

Members Present: Kathy Barnard, Chairman, Linda Murray, Board of Selectmen's Representative, Mike Hodder, Planning Board Representative, Robert Loughman, Budget Committee Representative, Kathy O'Blenes, SAU 49 Representative, Chuck Sumner, Tim Cronin, Paul Whalen, Suzanne Ryan, Members, Dennis Farrell, Alternate.

Member Absent: Brian Deshaies, Board of Selectmen's (Alternate) Representative.

Staff Present: Tavis Austin, Director of Planning and Development, Jim Pineo, Town Manager, Kathy Carpentier, Finance Director, Lee Ann Hendrickson, Administrative Secretary.

I. Call to Order

Chairman Barnard called the meeting to order at the Great Hall at 8:32 AM.

Kathy Barnard noted that alternate members that are present do not participate during the project presentations however, comments can be made during the public comment portion of the meeting. She stated the polling procedure will be followed and noted that questions about the project need to be related to the criteria. She stated the Police Department will confirm with the Police Commission that there are no projects being submitted. With regard to reconsideration of a project that has been previously voted on, she stated if a member is against a project, then either a motion to oppose the project or, a motion to not recommend the project should be made.

**II. Consideration of Minutes
August 5, 2022**

It was moved by Suzanne Ryan and seconded by Chuck Sumner to approve the August 5, 2022 Capital Improvements Program Committee minutes as submitted. All members voted in favor. The motion passed.

**III. Department Presentations
Electric Department**

2023 MED Boat; \$160,000

Barry Muccio stated the MED boat would be presented via a warrant article and noted the current boat has been hit on two occasions at the Town Docks by private parties and has sustained damage.

Chuck Sumner asked if the boat is out of commission.

Barry Muccio stated the boat could be used if necessary, however, noted current physical damage. He stated he is awaiting a report from Primex. He stated he has reached out to two vendors and received two quotes (\$150,000 & \$160,000); noting he recommends upgrading to a boat more suitable for the work. He stated he currently has to rent a barge to deliver materials to islands. He stated he would like to increase the request to \$170,000 as a placeholder until a more detailed spec is developed. He stated the current boat is a 20' recreational fishing boat and the request is for a 24' to 26' boat, aluminum hulled. He stated he reviewed the Towns of Alton and Meredith's boats.

It was moved by Mike Hodder and seconded by Chuck Sumner to recommend the MED Boat project for \$170,000. Roll call vote: Kathy Barnard – yes, Bob Loughman – yes, Mike Hodder – yes, Tim Cronin – yes, Chuck Sumner – yes, Suzanne Ryan – yes, Paul Whalen – yes, Linda Murray – yes. The motion passed unanimously (8-0).

2023 Engineering, Design and Bid Services for Melody & Keniston Island Reconstruction; \$50,000

Barry Muccio stated he requested the engineering design for such as an operating budget capital outlay project in year one for \$50,000 (2023). He stated it is not a CIP project however, wanted the Committee to understand the intent. He stated the request for the project would be requested in year two (2024, \$490,000).

Mike Hodder asked if the \$50,000 is included in the 2024 request.

Barry Muccio replied no.

Mike Hodder confirmed the total cost of the project is \$550,000.

It was moved by Suzanne Ryan and seconded by Mike Hodder to recommend the Engineering, Design and Bid Services for Melody and Keniston Island Reconstruction project for \$50,000. Roll call vote: Kathy Barnard – yes, Bob Loughman – yes, Mike Hodder – yes, Tim Cronin – yes, Chuck Sumner – yes, Suzanne Ryan – yes, Paul Whalen – yes, Linda Murray - abstained. The motion passed (7-0-1).

2024 Submarine Cable Feeders Replacement; \$400,000

Barry Muccio stated reviewed the project and noted the engineering for the project will be proposed as a 2023 capital outlay project in the amount of \$75,000.

Suzanne Ryan stated the project request form notes the cost of the project as \$400,000 however, such does not include the engineering cost and requested the \$75,000 be included in the total cost of the project.

Barry Muccio stated he would revise the project form to reflect such.

Linda Murray also recommended including language in the project description of the form.

Kathy Carpentier stated the project form states 2023 for the project and the spreadsheet notes 2024.

Barry Muccio stated the spreadsheet is correct and will update the project form to 2024.

It was moved by Mike Hodder and seconded by Suzanne Ryan to recommend the Submarine Cable Feeders Replacement project for \$475,000 in 2024. Kathy Barnard, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Bob Loughman, Paul Whalen voted in favor. Linda Murray abstained. The motion passed (7-0-1).

2024 ME-3 Bucket Truck; \$325,000

Bob Loughman asked if a capital reserve fund exists for the purchase of equipment.

Barry Muccio replied no and stated the undesignated fund balance pays for equipment. He noted the cost of the MED projects are built into the electric rates.

Bob Loughman questioned the current balance.

Barry Muccio replied \$5.6 million.

It was moved by Mike Hodder and seconded by Bob Loughman to recommend the ME-3 Bucket Truck project for \$325,000 in 2024. Kathy Barnard, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Bob Loughman, Paul Whalen voted in favor. Linda Murray abstained. The motion passed (7-0-1).

2025 Photovoltaic/Renewable Energy Project; \$1,000,000

Chuck Sumner asked if there is a location proposed for the project.

Barry Muccio replied Filter Bed Road.

Linda Murray stated the Master Plan recommends the project and renewable energy.

Mike Hodder stated he voted against the proposal last year and cannot recommend the project this year because the numbers are not actual hard numbers and there is no specific Master Plan recommendation or backup for a capital outlay for a renewable energy project. He recommended the Department spend \$30,000 from the undesignated fund balance for an engineering study and resubmit the project with hard numbers and information.

Barry Muccio asked that the project remain on the spreadsheet. He stated the study may find that the project is not feasible.

Mike Hodder recommended the project be presented at a future date when more information can be provided to the Committee.

Linda Murray stated a solar array project is supported by the community. She stated the Committee reviewed the Community Center project; noting the project was placed in an out year, the funding amount was not realistic, the project was a general concept and there was no proposed location. She stated by including the project on the CIP shows that the project is on the horizon as a future project. She stated the Public Safety Building has also been on the CIP schedule with a placeholder. She stated including the projects is helpful.

Mike Hodder questioned the documentation that supports the statement that the community supports a solar array project.

Chuck Sumner questioned the impact if a system were installed.

Barry Muccio stated the electric rate would not increase however, the study would have to prove such. He stated the Master Plan calls for the Town's portfolio to be 50% in ten years.

Mike Hodder stated he reviewed the Master Plan and couldn't find that information.

Barry Muccio stated he would confirm such.

Chuck Sumner recommended including the project in the CIP to show the intent to review the project in the future.

Tim Cronin agreed with Mr. Sumner and stated that if the analysis doesn't recommend the project, then it can be taken off the schedule.

Bob Loughman stated he shares Mike Hodder's concerns however, recommended to keep the project on the CIP to identify the commitment to the project and move it to either 2027 or 2028.

Barry Muccio recommended performing the study during the time of the current contract.

It was moved by Suzanne Ryan and seconded by Mike Hodder to recommend the Renewable Energy project for 1,000,000 (placeholder) in 2027. Kathy Barnard, Bob Loughman, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. Linda Murray abstained. The motion passed (7-0-1).

2026 Storage Building; \$200,000

Barry Muccio stated the location of the building would be at the Armory; noting a number of items are stored at the powerplant facility and there is a need for cold storage. He requested the purchase be moved to 2025.

Mike Hodder stated the Master Plan recommends the project.

It was moved by Mike Hodder and seconded by Suzanne Ryan to recommend the Storage Building project for \$200,000 in 2025. Kathy Barnard, Bob Loughman, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. Linda Murray abstained. The motion passed (7-0-1).

Bob Loughman exited the meeting at 9:33 am.

Jim Pineo and Linda Murray exited the meeting at 9:36 am.

2028 Reconstruction of Roberts Cove Road to 15kV Standards; \$750,000

Suzanne Ryan questioned the project source as pending.

Barry Muccio stated the project is noted as pending because the amount is an estimate (no hard number at this time).

It was moved by Mike Hodder and seconded by Suzanne Ryan to recommend the Reconstruction of Roberts Cove Road to 15kV Standards project for \$750,000 in 2028. Kathy Barnard, Mike

Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. The motion passed (6-0).

2029 Replacement of ME-4 Digger/Derrick Truck; \$350,000

The Committee noted a project form had not been submitted and requested Mr. Muccio submit such.

It was moved by Mike Hodder and seconded by Chuck Sumner to recommend the Replacement of ME-4 Digger/Derrick Truck project for \$350,000 in 2029. Kathy Barnard, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. The motion passed (6-0).

2030 Voltage Conversion to 12kV – Pine Hill Road/Beach Pond Road, Trotting Track Road/North Line Road; \$2,480,000

It was moved by Mike Hodder and seconded by Suzanne Ryan to recommend the Voltage Conversion to 12kV – Pine Hill Road/Beach Pond Road, Trotting Track Road/North Line Road project for \$2,480,000 in 2030. Kathy Barnard, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. The motion passed (6-0).

2031 Replacement of ME-2 Bucket Truck; \$375,000

It was moved by Mike Hodder and seconded by Suzanne Ryan to recommend the Replacement of ME-2 Bucket Truck project for \$375,000 in 2031. Kathy Barnard, Mike Hodder, Tim Cronin, Chuck Sumner, Suzanne Ryan, Paul Whalen voted in favor. The motion passed (6-0).

IV. Next Meeting

Next meeting scheduled for 8/19/22 at 8:30 AM at the Great Hall, Wolfeboro Town Hall. Agenda to include Parks and Recreation Department and Libby Museum.

V. Public Comment

VI. Other Business

None.

It was moved by Suzanne Ryan and seconded by Mike Hodder to adjourn the August 12, 2022 CIP Committee meeting. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 9:49 am.

Respectfully submitted,
Lee Ann Hendrickson
Lee Ann Hendrickson