

## **Wolfeboro Capital Improvements Planning Committee**

Regular Workshop Minutes – [Draft](#)

Wolfeboro Town Hall Annex Meeting Room

September 29, 2016 at 8:00 a.m.

**Members/Staff Present:** Chair Kathy Barnard, Joyce Davis, Bob Tougher, Paul O'Brien, Selectman Linda Murray, Town Manager Dave Owen, Finance Director Peter Chamberlin, Wolfeboro Parks and Recreation Department Director Christine Collins, Public Works Director Dave Ford, and Larissa Mulkern, recording secretary

**Absent:** Jim Shildneck

**Call to order:** Chair Barnard called the meeting to order at 8 a.m.

**Minutes:** The minutes of the August 29 meeting and the September 9 site walk were approved as submitted.

### **Wolfeboro Parks & Recreation Department Workshop**

#### **Foss Field Replacement Building - 2017**

Ms. Collins discussed project requests for the Foss Field replacement building and the Pop Whalen Energy Efficiency. She has been unable to obtain additional building costs for the Foss Field project – people are too busy to do quotes. The total project estimate is \$300,352, ballpark estimates based on similar buildings. Discussion ensued and members agreed a building could be constructed for much less than the original estimate of \$400,000. The current Foss Field replacement building capital reserve account has a current balance of \$200,352; Mr. Owen said he would support an additional \$100,000 request as the funds will come from the enterprise fund and have no impact on the property tax rate.

#### **Pop Whalen Energy Efficiency - 2021**

Ms. Collins has been discussing this project with experts in the field. The Arena, one of the larger consumers of electricity in the Town of Wolfeboro, requires energy efficient modifications to the ceiling and building insulation. Mr. Owen suggested that the department seek sponsors for sections of insulation. The donation could come from a donor's 501c3, and then would be approved by the Board of Selectmen. The project estimate for all of the energy efficient improvements is \$420,000. Ms. Barnard said the committee can take a look at the project request again next year.

### **Wolfeboro Public Works Department Workshop**

#### **Center Street Reconstruction Project**

Mr. Ford updated the Committee on the potential for additional authorization of funds for the Center Street Reconstruction Project. Updated copies of the project request and related documents including a memo to Mr. Owen were distributed. The low bid for NH DOT funded work is \$2,180,093.75, in addition to the Design & Construction phase engineering at \$310,949, brings the total project cost in at \$2,490,142 or \$391,042.75 over budget. An additional authorization for \$100,000 for the Downtown Streets Drainage Project is being requested as some of the costs related to removal of potentially contaminated soils that may be unearthed during the project. The NH DOT Highway Fund and NH PET fund will reimburse the town for \$700,000 of the \$800,000 project costs.

Mr. Ford provided some background on projects where engineers came across several sites where the soil was found to be contaminated and had to be removed at an extra cost. He recommended

setting aside some cash, up to \$100,000 in contingency, but he estimated that contaminated soil removal and mitigation would cost around \$62,000.

In response to a query from Mrs. Murray, Mr. Ford said the impact to the timetable would only be to rearrange the order of certain scopes of work.

### **Road Improvement List**

The proposed updated 2017 Road Upgrade Budget request is \$850,000; the list includes work to Oakwood Road; College Road; Port Wedelin; Winter Haven; Spruce Road and Tips Cove Road. Mrs. Murray advocated moving forward with the \$850,000 to keep the momentum on the road improvements. She noted that the warrant article for road improvements always has wide public support and she is willing to support it through the CIP Committee.

Mr. Ford said road projects are important and projects that have an impact on public safety, like roads, should top the list.

### **Municipal Electric Building**

Members discussed with Mr. Ford the potential of converting the old electric building into a Public Works building with office and storage space. Mr. Ford has submitted a Capital Projects request for 2017, in the amount of \$30,000 to perform a feasibility study on the MED building on Lehner Street to convert it into a multi-use facility which would be used by the Public Works Department for office and storage, and for staging downtown maintenance.

### **Other**

After discussion of potential need for improvement and extension of the town docks, the committee established a new Capital Reserve Account request for \$50,000 and increased Building Maintenance request from \$30,000 to \$50,000.

Ms. Barnard and the group scheduled another CIP meeting for Oct. 6 at 8 a.m.

The workshop adjourned at 9:30 a.m.

Respectfully submitted:  
Larissa Mulkern  
Recording Secretary