

*Wolfeboro Board of Selectmen
Meeting Minutes
2024 Budget Hearing
October 26, 2023*

Members present: Chairman Brad Harriman, Vice Chair Luke Freudenberg, Dave Senecal, Linda Murray, and Brian Deshaies.

Staff present: Steve Randall, Public Works Director, Town Manager, James S. Pineo; Rod Dempsey, Water/Sewer Department

Chairman Harriman opened the meeting at 6:00 PM.

Chairman calls for a moment of silence for the victims and people of Lewiston, ME where a mass shooting took place.

Need for Non-Public Session RSA 91-A?

Mr. Pineo: Non-public sessions not needed.

Mr. Deshaies: Thanks Mr. Harriman for thinking of the Lewiston, ME tragedy where he has family.

Mr. Harriman/Mrs. Murray: Tragic

1. Discussion: Abenaki Bike Trails – Wolfeboro Single Track Alliance

Mr. Pineo: At Abenaki bike trail-building site, wooden bridge built over a stone wall. Talked with Chris Dow and agree construction of the structure was well-intentioned but not communicated well between town and alliance/trail builder.

Mr. Dow: President Wolfeboro Single Track Alliance: Received call and text that the bridge construction needs to stop. In construction of other climb trail built, bridges were needed over some terrain. In this area, were explicitly told any stone walls cannot be touched. Builder asked that when two trails cross next to each other, can we just go over the stone wall. Told them - do not touch the stone wall, but if we bridge across it that's probably fine. My fault is not communicating with the town to get an OK. Assumed since there were other bridges on trail – it wasn't far – it'd be OK. I did not make the best effort. We did it for safety; to keep trails apart; didn't mess with stone wall. Rainstorms have washed through some areas. Soil might be less sustainable; it was not intentional to build a bridge. If you think the bridge is no good, OK.

Mr. Harriman: How long is the bridge?

Mr. Dow: Have not been out there yet – probably 20-feet -one side of the stone wall to other.

Mrs. Murray: Looked at past developments on this. Looked at agreement and reads from the agreement on this beginner, two-way trail, 18-24 inches wide; width may vary based on obstacles. What concerns me is the statement that the trail would be "flagged and confirmed between the town and WSA prior to construction." I don't think that took place. The bridge discussion would have happened. Part of the reasons we were specific here was to not get into another situation as we had before – so we'd have the agreement to refer to. Very disappointed. Thought we worked this out in clear language.

Mr. Dow: I'll take Jim's guidance on this any kind of modification or clarification on where this trail is.

Mrs. Murray: Is it flagged? Reiterates agreement stating the trail would be flagged and confirmed by the town/WSA; Sentence reading that it was walked by Brian [Deshaies] and Russ on June 6 – no issues arose on the general area. My concern is they gave a general OK – and was there lack of flagging and confirmation.

Mr. Dow: It was all flagged. Will have to talk with Joe and Chuck to see where things were going to go. If we look deeper into who went, looked and confirmed. I gave guidance to the trail because the workers to work with the town is the 'general contractor' on this work. We gave the money. Joe, the lead trail builder has been working with Chuck [Smith] and I'm assuming other folks in the town to make sure that the trails are being constructed properly.

I know that for the trail crossing piece, they spent multiple days doing what the Abenaki team wanted done there. There's a lot of communication going on; not sure about every communication. Should we bring the trail crew in? Have another meeting/public hearing? I just don't know the answers.

Mrs. Murray: I'm going by the agreement. I asked Jim if we had heard back about the trail being flagged and agreed upon before construction of the bridge. I don't think that happened. Laid this agreement out as specific as possible. Heard from Chuck Smith about the Abenaki ski washout. I said that was OK. I never heard anything on this that a bridge was OK.

Mr. Deshaies: Only issue I have with the crossings – created a nice bike path to the detriment of downhill ski trails. Groups should enhance their activities without impacting another group's activity. It's a narrow focus of what that group is doing instead of a broad focus for the community.

Mr. Dow: Worked with town and took town direction. Town and trail builder communicated; communication about the bridge is worth revisiting. There was communication about the trail shifting. I don't know formally. It's a learning thing that technically, WSA is not the contractor for the project – it's the town.

Mrs. Murray: We can go with that; I can go to Jim and ask how could we have allowed to take place? [flagging, wooden bridge, construction]

Mr. Pineo: I was under the impression that everything was copasetic based on the trail walk that Brian and Russ had with Chris; then all of a sudden, we learn there's a trail cut on the alpine hill that is larger than what was anticipated; talk with Chuck – got a clear understanding; they made the cut and have an erosion problem and made a wider cut because of erosion. We probably should have identified that before a shovel was put in the ground. Just like – we walked the trails; there was a conversation about stone walls; I don't know how that got missed.

Mr. Dow: I don't want to make this a big thing and point blame. If it means we don't have the bridge, that's fine. I know there's multiple parties involved; I don't have all the answers.

Mrs. Murray: We obviously do not have the right structure here in this agreement; we may need changes to it or have more in the written document. We need to lay out a trail and know the trail is going go there. We didn't talk about any structure [bridge]; we didn't have any structure; my understanding it would be a weaving trail. My feeling was if it was flagged and everyone was in agreement, that stone wall would have been dealt with at that point.

Mr. Deshaies: Explains his trail walk with Russ; no flags were there; just discussion of a trail in

a general area. Noticed breaks through stone walls that might have been there for some time. We walked a straight line up the hill and it was pointed out where the trail would be. Should have been followed up with a plan, flagging. I did not go up there looking for problems. Citizens contacted me about trails crossing ski slopes.

Tossing Cookies – Do not remember wooden structures.

Mrs. Murray: says Dan Coons – when we walked that area – said we'd have to bridge it because of waters. I'm comfortable with that bridge.

Mr. Dow: That was definitely discussed [Tossing Cookies] Trail construction does take time.

Maybe someone else should be looking at the trails if Mr. Deshaies does not have time.

When Joe started construction to speak with Chuck where the trail was going to go Says it was flagged. Don't know if the climb trail specifically if communication continued. If he walked with Chuck – our instruction was to work with Chuck because he manages Abenaki. I was not there in the past month. Says there's been regular communication.

Mr. Deshaies: says the board did not get the information. Seems that Tavis says trails can go one place; then they go through Chuck – so there's always plausible deniability. We do not get the final plan. For all projects, the board needs to know what's going on.

Mr. Freudenberg: We have a town manager and department heads whose role it is to work with outside contractors and manage projects. The Board is not notified every time.

If the agreement says no structures on the trail – that's what we're talking about - one issue; the big issue.

Mrs. Murray: When I read the agreement, I did not read 'no structures.' I think what we understood was that there were not going to be structures. I'll check on the wording again.

This is kind of a beginner trail. Question of kids falling and safety information. We have safety concerns. I'm stuck on the flagging and confirmation with the town/WSA prior to construction. We've got to be more specific if there are any changes to the existing flagged area.

I wonder whether this structure is safe.

Mr. Harriman: Agree on safety concerns. How high it is; is there liability for the town? We need some guidance/answers to make the trail as safe as possible.

Mr. Dow: It's similar to other climb bridges and probably similar grade and width. I assumed it was OK. That was my problem. He was going to cover it with a grippy covering which is better than the other climb bridges to make it less slippery. This was thoughtful and tied to the ground.

Mr. Harriman: This is kind of a standard practice and what industry calls for and uses – need that information moving forward.

Mrs. Murray: I would like know the communication between Chuck and the trail builder about this bridge.

Mr. Deshaies: We have NHDES for a Nov. 1 walk. Should we just keep building other things; hold off on finishing the bridge. I can see the bridge in place.

Mr. Dow: Bridge can be flagged off; it only needs a handful of deck boards. Trail builders leaving in a week or two. The bridge could be replaced or removed.

Mrs. Murray: Can they go around it?

Mr. Dow: Trail would divert 20-30 yards and go around and come back. Not ideal.

Mrs. Murray: It's an option for us that it could be diverted.

Mr. Freudenberg: Maybe before DES comes for the walk, someone could flag the alternative to the bridge.

Mrs. Murray/Mr. Dow – agree.

Mr. Harriman: anything else?

Mrs. Murray: Suggest that they flag off the trail with the unfinished bridge; we walk it Nov. 1; we get information on the communication – so we don't do this again and we don't have these glitches and look at how this proceeded.

Mr. Dow: Don't want to throw away this progress.

Mr. Harriman: So you can take care the flagging?

Mr. Dow: Yes. Will flag it – make sure it's closed.

Mr. Harriman: By next Wednesday..

Mrs. Murray: And flag the alternative.

Mr. Dow: yes – the alternative route.

Mr. Freudenberg: Is worked stopped?

Mr. Dow: On the bridge – yes. There's work in that area. Nov. 2 or 3 is when they're projected to be done and gone.

Mrs. Murray: We're just looking at that bridge section. None of this is near spray fields.

Mr. Dow: The entire goal is to be as far away from that as possible. The other aspect is the top of Black Ice starts going down – does divert on the upper road that goes past the pond. Should we continue to be able to build trails, we'd move the whole section 30-yards over into the woods to the left – requiring a bridge. So this is a good conversation. It's a similar style where it's flat over wet areas and comes back on the other side. Not a project for this year; we'd need a permit by notification as we did at Sewell Woods.

Mrs. Murray: We use this to learn communication, flagging; board can decide whether it wants structures or not.

Mr. Harriman Thanks.

2. Budget Hearings

➤ *Conservation Commission*

Mr. Pineo: Conservation Commission budget proposed is up 3.4% - \$747.

Lenore Clark, chair Conservation Commission: Level-funded; slight increase due to salary increase.

DISCUSSION

Mrs. Murray: Line 610 – general operating supplies – only used \$140 this year; Are there other things to purchase; could we lower that?

Ms. Clark: Lee Ann Hendrickson has ordered vests for Con Comm members to wear in the field. They have been on order a long time. Have not received. Outstanding bill on that; Can let the budget committee know.

Mrs. Murray: If we can get the PO number for line 610, that would be good.

Mr. Harriman: Thank you.

➤ *Public Works*

Town Engineer

Mr. Pineo: Steve Randall, director DPW; First budget is **Town Engineer** budget, previously known as the Director of Public Works Administrative budget. Supervisory salaries are well underspent; difficulties in filling this role. Brad Harriman has stepped in to manage a few projects. Looking at the future of the town engineer position.

DISCUSSION

Mrs. Murray: Line 311 – consultants. Using engineers to oversee some projects. Are they coming out of warrant articles? If using Stantec, CCI are these all in the individual warrant articles and not in operating budget?

Mr. Pineo: Depends on scope of work. If work related to Forest or Varney Rd., yes, it's coming out of the warrant article funds. If related to sewer pump station, it's coming out of those funds. If it's grant funding work such as Whitegate or Rust Pond, we may tag those to another budget line.

Mrs. Murray: If we had a road construction issue it would come out of this line?

Mr. Randall: No – there are other funds.

Mr. Freudenberg: Line 550, printing. \$462 used so far this year; ask is for \$1500 for 2024-why?

Mr. Randall: Convolutioned budget; All public works printing disbursed over all the budgets – depending on the various printing needs throughout the department.

Mrs. Murray: So you're having Marie do more of the printing – accounting for this increase over the prior two years?

Mr. Randall: Marie used to be based out of town hall. At DPW we have our own printer -not a commercial printer.

Mrs. Murray: Would like to cut by \$500.

MOTION by Mrs. Murray to reduce line 550 – printing – to \$1000. Second Mr. Freudenberg. Approved 5-0.

Mr. Deshaies: Line 620 – office supplies; #3000 proposed; budgets and actuals have been between \$1000-\$1800 (this year). Will the rest be used this year?

Mr. Randall: Probably not this year. This budget includes bringing on another person – 2024; a town engineer; this would be for that potential person's office.

Mrs. Murray: Line 820; there has not been an engineer other than Marie. \$5250 has been spent 2023.

Mr. Randall: My professional development got pulled from this because there was no other place to pull it from. Did several conferences concerning asset management; one for water/sewer and infrastructure. Working on an iWorks Pro program to link all supplies – and have been helpful to the department.

Mrs. Murray/Mr. Deshaies: OK.

Highways & Streets

Mr. Pineo: 10.5% increase; \$161,022; we have a collective bargaining agreement for these employees. There's a slight increase in overtime. Overtime budget for this year nearly spent. Running into increases in cost of supplies and vehicle maintenance. This and the garage budget have impacts.

DISCUSSION

Mr. Deshaies: How does a meal allowance work during storms?

Mr. Randall: They get \$10 each for breakfast and lunch; \$20 for dinner as per union contract. Reimbursed in their paycheck.

Mr. Deshaies: Line 380- What's with outside services? Actuals have been \$136,000/\$146,000; \$91,000 spent this year – just curious.

Mr. Randall: Maxed out as of today. Vac truck; any outside services, tree trimming not associated with a warrant ; high work around the wires. Those are the big ticket ones.

Mr. Harriman: Road striping.

Mr. Randall: Yes, road striping doubled in price last year. Road striping is almost \$30,000. We sub out for North Wakefield Rd. for plowing; any guardrail service.

Mr. Pineo: Last year brought tree removal down to zero; this year, you're looking at \$25,000.

Mr. Randall: Yes, The warrant only covers dead trees in the surveys – not everything in town.

Mrs. Murray: Line 350 Medical services - \$160 spent; will more come in this year?

Mr. Randall: DOT physicals to be done and are random. Based on manpower. May not be spent this year.

Mr. Harriman: Line 636 – diesel – are we locked in on new contract; questions for Mrs. Carpentier. Is that why price line item is down? Diesel price down?

Mrs. Carpentier: Yes- price went down drastically.

Mrs. Murray: Are there lines you're holding back on because you have an issue with overtime?

Mr. Randall: Yes. We have open POs throughout this season; tracked monthly. I'm over on OT and vehicle maintenance – by about \$25,000. By end of year, I'll rebalance.

Mr. Harriman: Line 820-professional development: Does this go toward the T-square classes?

Mr. Randall: OSHA, more T-square – guys have asked for more training; chainsaw classes; lift certifications; road scholars, culvert classes.

Bridge Department

Mr. Pineo: newly established by BoS- bridge department based on funds received from state for bridge repairs; secured equipment to maintain and manage bridges.

DISCUSSION

Mrs. Murray: In 2003, we got \$112,573; have we spent most on equipment or will some be covered by the grant?

Mrs. Carpentier: As of August, we've spent \$20,459. I have not looked at September/October. I don't think we've spent it.

Mr. Randall: We have an open PO for paving on Bay Street. Don't have quote with me – it may be \$20,000 of that.

Mrs. Murray: This \$4500 will be covered by that grant.

Mr. Randall: Yes.

Mrs. Murray: We should put on here so it's pretty clear; Reading here that the remaining funds will be used in 2023-24 and need the budget in 2025. It's no impact.

Mr. Pineo: We can add narrative to that.

DPW Garage

Mr. Pineo: 10.4% or \$26,121 increase over 2023. Array of things – OT, vehicle maintenance, general operating supplies, building repairs, machinery.

DISCUSSION

Mrs. Murray: Line 332- Vehicle maintenance up quite a bit.

Mr. Randall: That's the revolving line where he buys everything. That will always look off until end of year reconciliation.

Mrs. Murray: thank you.

Mr. Deshaies: 400 series- under rentals and leases/inspections station – explain?

Mr. Randall: Equipment is rented from the state and we have to pay per sticker; 64 vehicles, multiplied by the sticker and inspection station and that equals the new 2024 fees.

Mr. Deshaies: Nothing spent in 2023; Are they inspected at year's end?

Mr. Randall: yes – paid at end of year – always.

Mrs. Murray: Is there a PO on that? We want a figure there before it goes to the budget committee so they know the line will be spent.

Mr. Randall: I can get that.

Mr. Harriman: Line 435- building maintenance is dropped to zero; looking to line 720 building repairs and improvement- is that more of a shift in funds?

Mr. Randall: yes.

Mrs. Murray: Is that a change throughout the books/all budgets?

Mrs. Carpentier: Not done in all the budgets.

Mr. Pineo: This appeared to be the budget that had the two lines which mirrored each other.

Mrs. Murray: OK.

Buildings & Grounds

Mr. Pineo: 104% increase or \$113,065 over 2023. Shifted staff members to this and shared employees; major increase is wages. That person spends significant time working on

buildings/grounds taking care of bridges and plows sidewalks.

DISCUSSION

Mr. Deshaies: Line 311-Consultants: engineering for what? Spending all over the place – but it's flat and level.

Mr. Pineo: The budget got hit pretty hard; he's saving the money without bringing anyone in. His budgets are all upside-down.

Mr. Randall: Consultant line is for at Mast Landing for docks; engineering service that does not fall under Solid Waste, Highway or any of those. It's miscellaneous.

Mr. Deshaies: Line 421- grounds/maintenance; \$10,000+ left; will that be spent?

Mr. Randall: Yes. Have some work to do at the dam [dam inspection] and will go into next year, too.

Solid Waste

Mr. Pineo: 15.5% - \$157365 increase; some is overtime; a lot is outside services, tipping fees and increase in household hazardous waste.

Expect to come before the board early December for solid waste fees and adjustments to be made because of increases. Will recommend to BoS some adjustments.

Still working on the regional meeting for BoS and solid waste is a topic of discussion.

DISCUSSION

Mr. Harriman: Line 380-outside services- Steve and I have talked about solid waste disposal fees; did some math – trucking solid waste alone is costing \$190,000 to get it to landfills. Locked in at those prices with tipping fees – it's a huge number.

Mrs. Murray: Line 440-rentals and leases – only spent \$690-is that something you're holding off on?

Mr. Randall: Yes. To compensate for overtime and other things.

Mrs. Carpentier: The site coordinator for household hazardous put in a placeholder budget of \$75,000. She'd like to decrease it to \$69,940- a decrease of \$5060.

MOTION by Mrs. Murray to decrease line 421 – Household Hazardous Waste to \$69,940- a decrease of \$5060.

Further discussion:

Mr. Randall: Household hazardous waste has \$131,000 in their account. No idea what that is for.

Mrs. Murray: Thought that was saving for a new building.

Mrs. Carpentier: Asked if these funds could be used to offset some spending. She says funds are not available for that purpose. *[Mrs. Carpentier reads information]* "Joint board setting aside funds yearly since Russ Bailey, town administrator in Alton of between \$2000-\$4000 for engineering and construction obligations for a roof over the facility as 55-gallon

drums are open during events for consolidation of product allowing for introduction of H2O with hazardous contents; it'll probably be pouring the detrimental affects of possible spills would potentially be exasperated by rainfall causing hazardous products to run off the concrete pad resulting in a major cleanup of undetermined size as the brush facility may have previous contamination on site from its use at the dump."

Second Mr. Deshaies. Approved 5-0

Mrs. Murray: Comments about some of these budgets. Areas that I would have cut – Jim's already cut. Not a whole lot left to cut.

Mr. Pineo: Most of these are contracted costs. This is an appropriate time to discuss FEMA meeting.

Mr. Randall: Meeting last Friday with FEMA; Looking at more than \$1-million for the July storm. Once everything is finalized, funding will come through pretty quickly. It was over million in damage/costs. We should look to get 75% of that.

Mrs. Murray: Nice.

Mr. Pineo: Thanks to Steve for diligence and documenting all those items. Made it easier to put in for grant. And thank staff for getting roads reopened.

Mr. Randall: Parises team; 11,000 tons of gravel.

Thanks from Mr. Harriman/Mrs. Murray – and getting roads reopened.

Water/Sewer

Mr. Pineo: Updated budget information provided. Rod Dempsey was out for medical reasons. He's made some adjustments. First budget is Personnel Administration covering health, life, disability, dental, workers compensation for staff under water enterprise fund. Hopeful that in November we get the rates; there's a 10% placeholder and hope it's not that high.

Personnel Administration

DISCUSSION

Mrs. Murray: You must have adjusted staff noting a decrease in health insurance; usually don't see that.

Mr. Harriman: All those rates locked in.

Technology Services

Mr. Pineo: Impact pushed along to enterprise funds each year.

Mrs. Murray: Reviewed rate study Jim sent; looked at projected expenses with 3% annual increase. When I added these budgets up, this is less than that figure. Nice to see,

Water Distribution

Mr. Pineo: Increase of 2.9% - \$25,656; Rod can answer questions.

DISCUSSION

Mr. Deshaies: Line 311 consultants- negative \$5552 for consultants?

Mrs. Carpentier: A previous year encumbrance and will be corrected in the next report.

Mr. Pineo: Recommendations from budget committee last year – put water meter replacements in the budget, not capital outlay – line 743.

Mr. Harriman: Line 630 dropped by \$18,000 – Jim cut.

Mrs. Murray: What was that cut? Cut to \$44,000 from \$58,000.

Mrs. Carpentier: Run rate has been going at about \$44,000- not \$62,000.

Mr. Harriman: Going by past history?

Mr. Pineo: Yes. Going by past history. Tie back to line 630- those MIUs components of water meters at \$5000 each.

Mrs. Murray: Isn't there a capital outlay for water meters?

Mr. Pineo: Budget committee requested last year that we roll it into the budget; that's what we've done. Capital outlay is for updated meter reading software and updated equipment.

Mrs. Carpentier: Meters were taken out of capital outlay.

Water Treatment Plant

Mr. Pineo: increase of 11% or \$68, 695 over 2023.

Mrs. Murray: Line 114 hourly wages; increase quite a bit – more staff added; is this part-time with this? There are no part-time wages, only hourly wages totaling \$137,119 for 2024. Those two added from 2023 budget = \$137,119.

Mr. Dempsey: Chris Mains moved to water treatment from water distribution to cross train for licenses.

Mrs. Murray: OK

Mr. Pineo: We'll have two grade 3 operators at the plant.

Mrs. Murray: Line 311 consultants: will that be used this year?

Mr. Dempsey: Not sure; may use some from Tate and Howard; not 100% sure yet.

Mrs. Murray: Do you have a specific job for the coming year?

Mr. Dempsey: Yes, for asset management plan. Along with some money from 320.

Mrs. Carpentier: Not being used this year for the rate study?

Mr. Dempsey: No, that is under distribution – line 311.

Mr. Harriman: Would it be wise to get a PO or contract for asset management plan and expend some of the money this year so it's not zeroed out when it goes to the budget committee.

Mr. Dempsey: PO was just issued for \$9000 from distribution line. Will talk with Steve Randall; we've been talking about another company to do asset management. But that could be through a bond or grant. Not sure all the monies will be used this year.

Mr. Pineo: We will be issuing another PO for the vent.

Mr. Dempsey: Correct.

Mr. Pineo: Another PO for \$15,000 will be coming in this year hitting these two budgets.

Mrs. Murray: Take consultant 311 and revisit Monday what the total amount will be.

Mrs. Murray: For this budget should we put the rate study sheet in to show rates were raised last year to more than cover the expense? Would make that clear to the budget committee so they do not cut. And for the water-sewer.

Mr. Pineo: All data will be confirmed so we're in a comfortable position. We can put in the sheets with these notations.

Sewer Fund

Personnel administration

Mr. Pineo: Personnel administration covering health, life, disability, dental, worker's comp - \$274,000; hopeful that will be reeled back when rates are released in November.

Mrs. Murray: Did same comparison for sewer fund; \$92,991 more than projected expenses with a 4% increase. That budget has problems with what we may have to do for fees.

Technology services

Mr. Pineo: Budgeted \$3000; covers computer and software upgrades that may be needed.

Sewer Collections

Mr. Pineo: Increased \$8173 or 2.1% over 2023.

DISCUSSION

Mrs. Carpentier: I believe the town manager had Rod review overtime to recommend and increase about \$3000.

Mr. Dempsey: Reviewed 2023 overtime to 2024, the \$10,848 reflects holiday and weekend calls. Wants to increase to \$13,848 for 2024.

Mrs. Carpentier: Line 140 – increase by \$3000 to \$13,848. Plus taxes and retirement.

MOTION by Mr. Freudenberg increase by \$3000 line 140 – increase by \$3000 to \$13,848.
Second Mr. Senecal. Approved 5-0.

Mrs. Murray: Line 380-outside services- what's causing increase?

Mr. Dempsey: This year our vac truck went up though it was a contracted price. Also had a EII come into rebuild panels at Sewell Rd. pump station and redid that with PVC. This was an emergency repair-not anticipated.

Mr. Deshaies: Line 630 maintenance supplies: Can \$22,000 be cut by \$3000 based on past year and this year expenditures?

Mr. Dempsey: Added this year was routine, annual service for generators; would like to keep this; cuts were made in other areas.

Mrs. Murray: You should not have generators that you do not service.

Mr. Harriman agrees. A lot of items under this add up; all types of things needed to operate. All things are needed to maintain and repair systems.

Mr. Dempsey: Pavement cost for utility cuts went up.

Mrs. Murray: I'm sure the budget committee will do some cutting here. I did not see anything here I felt I needed to cut on this one.

Wastewater Treatment Plant

Mr. Pineo: 11.1% increase or \$143,566 over 2023. The 2023 budget was not correct; did not include contract for 2023 operations. Met with Dave Didion and Russ in August. This was captured better this year; It may seem high, but not much of an increase because of last year's bad 2023 budget; that's on me. Dave Didion is here; budget is straightforward.

Mrs. Murray: Relays what Russ indicates weekly on water going into the pond; spray field operations; 250,000 gallons per day to RIBs; that's where we should be.

Mr. Pineo: Praises the team.

Mrs. Murray agrees.

DISCUSSION

Mr. Pineo: Line 392 reflects year two; did not account for increase; it's in the narrative.

No other issues/questions from BoS

Capital Outlays

Mr. Pineo:

- **Skid steer:** First project is joint venture about buying a tractor for water treatment plant. Combining units with Parks and Rec or use contracted services. This made it in the CIP process. Goal is to buy tractor with implements to split between water and highway departments.
 - **Mr. Randall:** Split the cost for mowing on the steep around the plant; down to the tanks; to Solid Waste Facility. Then highway roads, cross country roads; then snowblower/plowing for treatment plant in winter. Can be used for hydrants and gravel roads and maintenance.
 - Mrs. Murray:** Looked at water department expenditures with capital outlay figure of \$50,000; seems as though maybe water could pay a larger percentage towards this.
 - Mr. Randall:** agrees- but it should be 50-50.
 - Mrs. Carpentier:** Cost is \$98,000 with \$50,000 from water department.
 - Mrs. Murray:** Those figures should be indicated here.
 - Mr. Randall:** On back page should show \$50,000 from the water fund; \$48,000 from DPW capital reserve equipment fund.
 - Mr. Pineo:** Can be updated.

Mrs. Murray: Is this equipment necessary or urgent?

Mr. Randall: both – will replace an aged out machine. DPW machine was up for replacement next year. It is urgent.

Mr. Deshaies: Will old one be scrapped, traded in?

Mr. Randall: traded in. Hope to get some assistance on a snowblower – and

Mr. Pineo: They'll come get it at best.

Mr. Randall: And hope they don't charge us to take it.

Mr. Pineo: Looked at it to see if it had value for Parks and Rec. It does not.

- **Standpipe vent replacement:** Scrap this for 2024; will capture this now in the 2023 operating budget; cutting a PO before end of year.

Mr. Randall: Was processed today and Josh informed the company.

Mrs. Carpentier: technically you need a BoS motion.

MOTION to remove the standpipe vent replacement from the capital outlay budget.

Moved by Mrs. Murray; Second Mr. Freudenberg. Approved 5-0.

Mr. Pineo: Have a truck come in and camera some of the sewer lines.

Mr. Dempsey: Isolate more of our issues with I&I into Lehner Street pump station. Want to camera lines to see what's going on and fix I&I.

Mr. Pineo: This could determine whether the line needs to be replaced or line with product.

Mr. Harriman: Is this to purchase something?

Mr. Dempsey: This is to rent the service from Eastern Pipe

Mr. Deshaies: What kind of camera?

Mr. Dempsey: A rolling camera to do laterals.

Mr. Deshaies: The other ones can stick.

Mr. Dempsey: Our cameras cannot do what they can do.

Mrs. Murray: We'll be buying a camera?

Mr. Dempsey: We'll have to change the way this is written. We're renting the service.

Mrs. Murray: Why is it a capital outlay?

Mr. Pineo: It's how it came in; did not get a chance to talk about it in depth.

Mrs. Murray: Seems as though it should be under rentals in the budget or outside services.

Mr. Pineo: Revisit this in the sewer collections budget Oct. 30?

Mrs. Carpentier: Board can make a motion; I'll take this out and put it in the sewer budget.

Moved by Mrs. Murray to remove this item from capital outlay and place in the sewer budget under outside services. Second Mr. Senecal. [discussion]

Mr. Dempsey: It's \$4500 a day.

Mr. Randall: They run it; we oversee them; decided where they want to go.

Mr. Harriman/Mrs. Murray: It's outside services – not rentals.

APPROVED 5-0.

Mr. Pineo:

- **Sewer Pump Station Upgrades** – Two large stations being upgraded; smaller stations have some significant work to be done. Rod had problems on Sewell Rd. with the backer board for the switch fears on the generator. It was essentially falling apart. If we come back at close of 2023 with a balance in the sewer extension, we would like to potentially ask to reauthorize those funds to be used for the sewer pump station. Eight other stations need a lot of work – from generator and pump replacements to complete replacements.

- **Mr. Dempsey** explains: If there's money left over, Sewell Rd. generator desperately needs to be replaced. A lot of suction pipes down in our wet wells that are pitted need to be replaced; control panels - trying to stay on top of it.

It's a lot of money – if we want to do Lehner or Mill Street pump stations – some of the maintenance; smaller projects could be paid for.

Mrs. Murray: Should we be more specific? Sewell Rd. generator should be put on here. Was having hard time understanding all these items.

Mr. Deshaies: Shouldn't this go into a maintenance line?

Mr. Freudenberg: If he's going to replace a generator, that fits in CIP.

Mrs. Murray: Each issue should be indicated. \$25,000 should get more explanation.

Mr. Pineo: Can get language from CIP to justify this. Revisit this?

Mrs. Murray: I'd like to see the language.

Mr. Pineo:

- **Dumpster Replacement:** all in poor condition; Steve's working on ideas.
 - **Mr. Randall:** Most belong to Casella. As they need to be replaced, Casella will charge us a Dumpster rental. This is a start to get us to start to purchase our own Dumpsters in advance. We can get geared up a little at a time to try to cover as much of our costs as possible instead of having outside services if we have to rent Dumpsters on top of everything else.

Mrs. Murray: What's the priority? Sounds desirable for this year.

Mr. Randall: Yes. It's on the low end of necessary.

Mrs. Murray: We may be able to do things with other towns.

Mr. Freudenberg: Do you see the potential of having our own Dumpsters/doing our own?

Mr. Randall: Yes, or a coop with other towns. We need to move toward having our own transportation and Dumpsters. Tipping and hauling fees would justify

purchases.

Mrs. Murray: We should have an analysis of that before it goes into the next year's budget – analysis of tipping fees and what it would cost us to own and operate.

Mr. Pineo: We would get a consultant to do that. I hope when you meet with other town officials maybe we can get other communities to share consulting fees to create a collaborative; what it might look like – a shared employee; third-third-third; is it a capital – third-third-third; how do we do that?

Mrs. Carpentier: Is it a revisit or a motion?

Mrs. Murray: I want to label it desirable and leaving it in. It'll go out quickly.

Mr. Deshaies: You'd need more manpower, correct? And where would you be hauling to?

Mr. Randall: If we were doing it ourselves, we'd call around to get the best rate; negotiating this year with Belmont, Casella, Rochester, Waste Management for glass or any of those. We'd find out who's charging the most and least to dump. We could establish the run ourselves. Now, we're at the mercy of Casella.

Mr. Harriman: Only Casella and Waste Management bid the areas.

Mr. Randall: That's it. One of the biggest triggers – we have a three hour window because we fill up fast. We pay for that premium service.

Mr. Deshaies: Do other municipalities do their own dumping?

Mr. Randall: Some do, some don't.

Mr. Pineo/Randall: Franklin, Wakefield – boils down to money. We have numbers to share at a different time.

Mr. Pineo:

- **Water Meter Readers:** Urgent need to get this done. But needs more analysis. In the near future as Barry Muccio said, he'll be able to do away with meter readers and do it from here. So billing and collections receives everything wirelessly. We don't know enough about this program or if it's updatable – we backed off for this year; do a comprehensive study for next year for water meter reading equipment. It was removed by me.

Mrs. Carpentier: No motion needed; already taken out by Mr. Pineo. Is there one more capital outlay – Hydrant replacement; \$50,000?

Mr. Pineo:

- **Hydrant replacements:** Series of hydrants in town with lead joints and need to be removed over period of time. Looking at the rate analysis for approval or not. This project should probably stay. Hydrant that gets disturbed or needs replacing – we don't keep them on hand.

- **Mr. Dempsey:** The ones we want to replace (off microphone); Plan to get rid of lead hydrants; last used in 1972. Have a list of all hydrants. Every one that is lead jointed needs to be replaced. Out of 310 – about 20 need to be looked at now.

Mrs. Murray: When will that rate study relook be in?

Mr. Pineo: Within two weeks; It'll be outside of your budget window.

Mrs. Murray: But we still have to see if we want to increase rates. That's verifying it. If we includes this in the rate hike, with the other ones they've looked at then we can give that to the budget committee.

Mr. Pineo: If it comes back and says it's not going to work – two options: Remove it – or decide based on the audit report – to use some fund balance to be able to replace the hydrants. If it's around a million dollars – we may want to do this as a wholesale project in 2025 to replace 20 lead hydrants.

Mrs. Murray: We have to get all the information in.

Mr. Dempsey: Green Street was just replaced; 4-5 hydrants are on Winter Haven and Berrywood.

Mrs. Murray: Jim, you were referring to the unassigned balance in the water fund, correct?

Mr. Pineo: Yes. Water fund exclusively. They're in better shape.

DRAFT WARRANT ARTICLES (Mr. Pineo PPT)

Mr. Pineo:

- **Town Road Upgrades:** draft to request \$900,000 to upgrade and engineer town roads, sidewalks and drainage systems until Dec. 31, 2025.

Explains there could be three different versions requesting \$900,000, \$600,000, \$3000,000 and describe scope of work; then decide which warrant to go with OR go with two separate warrant articles to give voters a choice.

DISCUSSION

Mrs. Murray: Will a photo of roads needing work be included to show road condition?

Mr. Randall: Pictures/ pages from road management plan to be included.

Mr. Pineo:

- **Oak and River Streets:** hybrid program; warrant draft proposes \$700,000 to upgrade those streets. Lead joints in the in makes it a critical project; but could have a hard time getting through.

DISCUSSION

Mrs. Murray: It says 'Green" Street – it's a cut/paste mistake? And will this be cut?

Mr. Pineo: Yes: and probably a wise choice to cut this.

- **Port Wedeln draft warrant-** \$430,290 for drainage easements. Stantec working with state to get grant funding. Draft warrant is a reauthorization of bond money for Port

Wedeln. By second week December will have solid numbers and what might be available for grants and loan forgiveness. More to come.

- **Public Works Vehicles Equipment Capital Reserve Fund** – raise/appropriate \$380,000 to existing fund: Part is for skid steer tractor replacement; truck that needs to be replaced. State Randall seeking pricing now. Early December, this will be refined.
- **Sidewalk Capital Reserve Fund:** \$100,000 to be added to the fund. This could be reeled back for a year since there's a balance left in the account. Real problem on sidewalks is we cannot secure a contractor to do the work – project too small; Steve's crews have been doing the work. Hopeful that road projects will tie in sidewalks and be comprehensive. We do have an inventory of sidewalks.

DISCUSSION

Mr. Deshaies: How much money is in the fund?

Mr. Randall: It's either \$130,000 or \$70,000. \$30,000 was authorized by BoS to spend this year.

Mrs. Carpentier: \$151,000 as of August; you said you committed \$30,000. \$120,000+ in the fund.

Mr. Pineo: There's flexibility on this account.

Mr. Deshaies: Can you make it a year with what you have?

Mr. Pineo/Randall: [nod yes]

Mr. Pineo:

- **Building Maintenance Capital Reserve Fund:** traditional \$50,000. I recommend we not do anything with this. Buildings showing age. Difficulty getting people to come in and work on buildings; contractors charging more.

Mr. Randall: Took two months to find a painter for dockside.

Mr. Pineo: Dockside being painted.

Mr. Randall: Railroad station deck is done.

Mr. Pineo:

- **Water Resources Non-Capital Reserve Fund:** Disturbing news today; perhaps BoS will want to increase this amount (\$50,000); Storm water system proposed at public safety is in the range of \$260,000 for jellyfish system and supplies with it. Steve thought cost was reasonable. There's some money in the budget for this. Some funds in the public safety building parking lot fund. Project would get some nutrient loading out of the stormwater before it goes to S. Main St., it's an area we should consider increasing.
- **Tree Removal and Replacement Expendable Trust Fund: Northern Tree has removed diseased trees.** We will have balance of funds. Steve has \$25,000 for tree removal. We may be able to gain some favorability and reduce or remove the ask.
- **Seasonal Water Lines:** Critical project; mandate that we have to work to remove seasonal water lines. Rod Dempsey to do Moose Point by the boat museum. But based on the number of customers that would be removed, this would be a better bang for our buck to McCarthy Anna Drive and Museum Shores. Believe it takes 11 customers off the system.

We have a balance that we have to expend from bond; we have to raise the balance - \$150,000; we are actively scheduling core borings to ensure that we don't run into any ledge and replace those lines.

Mrs. Murray: When I looked at that report, the seasonal water line was supposed to be included in that fee; we should have the funds.

Mr. Pineo: We should be good.

The next one –

- **Water Main Installation:** Requesting \$200,000; This is another project we were trying to tie into Berry Wood/Maplewood – did not make the muster. This ties in with Highland Terrace/Maplewood – 800-feet of new water line; would alleviate a bleed in that neighborhood and would improve water quality. We do have a balance of funds – about \$130,000 to secure easements and do core borings and get design in place. If this passes, we could get this in the ground spring 2025. Two very important water projects.

Mrs. Murray: That was also on the list of capital projects.

Mr. Pineo: Yes. Big variable is what may the escalation be compared to what they have. The water fund has a healthy balance.

- **Water Treatment Plant Upgrades:** Requesting \$100,000. It's a nicety; need to do some upgrades. But given the volume of water projects we're tackling we may want to back down for this year in favor of coming back in 2025.
- **Wastewater Treatment Plan:** Requesting \$200,000. Received correspondence requesting \$250,000. Will be meeting with Dave Didion in coming days. Based on where we're at on capital, we need to probably reel this back to \$200,000 and based on projects he's proposing we may be able to do that.

That's the bulk of the warrant articles for DPW, water, sewer.

Mr. Harriman: Questions from the board? None. Thanks to all staff for attending.

Mr. Pineo: Remember Monday night – public hearing on Robin Acres; documents will be in your mailbox. Revisits are Monday; Oct. 31, budget books will be completed for budget committee.

Mr. Harriman: Any public input?

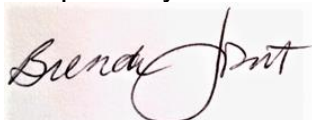
Bruce Marinell, Highway and Buildings/Grounds: There are a bunch of guys from the department; young guys are doing jobs well. We're a close group; spend a lot of time together.

Thanks BoS for funding us for Dockside workers. (applause)

Mr. Harriman: No other public input. Entertains motion to adjourn.

MOTION to adjourn at 8:06 p.m. by Mr. Senecal. Second Mrs. Murray. Approved 5-0

Respectfully submitted,



Brenda Jorett