

**TOWN OF WOLFEBORO
BUDGET COMMITTEE
December 13, 2017
Minutes**

Members Present: John MacDonald, Chairman, Bob Tougher, Vice-Chairman, Robert Moholland, Robert Loughman, John Burt, Steve Johnson, Bob O'Brien, Members.

Members Absent: Luke Freudenberg, Selectmen's Representative, Harold Parker, Brian Black, Members (both excused).

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Dave Ford, Director of Public Works and Water & Sewer Utilities, Lee Ann Hendrickson, Administrative Secretary.

Chairman MacDonald called the meeting to order at 6:30 PM at the Great Hall.

AGENCIES

White Horse Addiction Center; \$2,500

Sue Thistle, Executive Director, requested funding in the amount of \$2,500; noting the organization consists of 19 staff, thrift store and provides individual and group counseling.

John MacDonald asked which communities support the program.

Sue Thistle replied Effingham, Wolfeboro, Tuftonboro and Wakefield.

John MacDonald asked how the towns are selected.

Sue Thistle stated she hasn't had time to seek funding from other towns. She stated the agency was notified in August by the County that they were able to seek Town funding. She stated the county money pays for services and the funding request to the Town is for building needs. She stated the funds requested from Tuftonboro is for a used vehicle, food and clothing.

John MacDonald asked why the taxpayers should pay twice for services; noting the agency requested \$75,000 from the County last year and is now requesting \$100,000 this year.

Sue Thistle stated the agency did not get paid for \$30,000 of non-billable services and therefore, they need to look for money elsewhere.

John MacDonald stated the agency's website references religion and asked if a person has to choose a particular religion.

Sue Thistle stated the agency provides both Christian and secular counseling.

John MacDonald asked if the participants have to attend church.

Sue Thistle replied no.

Dinner Bell; \$5,000

Donna Young stated the program serves 95% of Wolfeboro residents and received a donation from a federal food program.

WARRANT ARTICLES

Library Renovation and Expansion Project; \$5,000,000

Cindy Scott stated there are major mechanical and structural issues including roof integrity and code issues, HVAC failures and a lack of energy efficiency need to be addressed. She stated the design capacity has been exceeded; noting 90,000 patrons visit per year asking 7,800 reference questions using the Library's computers and wireless network for more than 15,600 hours and borrow over 108,000 items. She stated noise issues, lack of workspace for the public, volunteers and staff, lack of storage space and insufficient seating for the public are growing problems. She reviewed the schematics/plans and stated the project addresses complaints from the public.

Ron Lamarre, Lavallee Brensinger Architects, stated the project would be phased; noting Phase I would include an addition to the front entrance and building facing South Main Street. He stated once Phase I is completed the Library will move into the new area while renovations (Phase II) to the existing structure are being done. He noted the meeting room would be available after hours. He stated an acoustic barrier has been designed between the children's library and the adult library and noted the layout has been designed so that Staff can monitor the entire area. He stated the addition will be adding 6,000 SF to the structure. He stated August 2018 is the expected start date for the new addition with the completion of such within twelve months and the renovation portion of the project to occur for six months thereafter.

Robert Loughman questioned the percentage increase of the expansion.

Cindy Scott replied 50%.

Ron Lamarre stated Milestone Engineering & Construction Inc. has provided a guaranteed maximum price which includes escalation costs and a contingency. He noted Underwood Engineers designed the site for one way traffic.

Cindy Scott stated an additional 30 parking spaces will be provided in addition to a drive-thru book drop. She noted the parking lot will be pulled away from the abutters.

Bob Tougher asked if the greenspace in the parking area would act as a drainage runoff area.

Cindy Scott replied yes.

Bob Tougher asked if the construction interferes with the wetlands on the property.

Cindy Scott stated she has been in contact with NHDES and Dan Coons, Conservation Commission, regarding such; noting the wetlands on-site are manmade wetlands and the construction would be impinging on less than 3,000 SF of such.

Bob Tougher requested an overview of the basic support structure of the building and roof.

Ron Lamarre stated the existing roof spans across the entire library and the proposal includes leaving the building up between the beams and across bearing surfaces; noting small columns would be installed around the library to hold up the metal trusses. He stated structures within the walls would be installed to support the roof; noting the design allows the roof to be a cold attic therefore, there is no concern for ice dams. He stated a gutter system and drainage collection system would be installed. He noted solar tubes would line both sides of the ridge of the roof to allow for natural daylight into the library.

Bob Tougher questioned the cost of solar tubes.

Ron Lamarre replied \$1500-\$1800.

Cindy Scott stated the library received a grant to fund such.

Bob Tougher questioned whether a bus could get in/out of the parking lot.

Ron Lamarre stated he would confirm such with Underwood Engineers; noting he believes there is adequate turning radius.

Bob Tougher questioned whether egress onto Goodrich Road has been considered.

Cindy Scott replied no, due to the large wetland area and noted that in the future the library would like to connect to the Town's Garden via a path.

Ron Lamarre stated following review of the public safety building study there could be an opportunity for a second egress to that property.

Steve Johnson questioned the debt service on the project.

Referring to the warrant article language, Dave Owen reviewed such.

Pete Chamberlain stated such is estimated on \$3.8 million and a 20 year note.

Bob Tougher questioned whether the pitch on the roof would be adequate for snow load.

Cindy Scott replied yes.

Steve Johnson asked whether the library anticipates foundation funding.

Cindy Scott replied yes, through grants.

Steve Johnson asked if staff would be increasing.

Cindy Scott stated she will be asking for a part time custodian to be paid for by current funds used for cleaning services.

John Burt asked where funds came from to pay for the design and engineering.

Cindy Scott replied the Trustees.

John Burt asked if the project would be bonded in 2019.

Pete Chamberlain replied yes, however noted the project wouldn't be bonded until the project is completed.

Construction of Westwood Drive Subject to Betterment Assessments; \$263,000

Dave Ford stated the cost for such would be borne by the property owners via a 10 year Betterment Assessment. He stated the BOS held a public hearing and no one spoke against the project.

John MacDonald asked the number of miles that would be added to Town roads.

Dave Ford replied 3,850'; noting two lots on Tennis Court Lane would not be included.

Bob Tougher asked if there has been any issues with the betterment assessment on Stonehedge Lane.

Dave Ford replied no.

Steve Johnson questioned the cost to maintain the road following construction.

Dave Ford stated the road is easy to maintain because it is a loop road and noted the road is fully built out.

Stormwater Collection System Asset Management Plan; \$30,000

Dave Ford stated such would include mapping each stormwater catch basin and determine its usefulness and life.

Town Road Upgrades; \$870,000

Dave Ford reviewed the following proposed road improvements for 2018; Keewaydin Road, College Road, Trotting Track Road, Martin Hill Road and Railroad Avenue Extension.

Bob Moholland questioned a grant received for Town road upgrades.

Dave Ford stated the Town was awarded \$153,000 from the State contingent upon committing by year end; noting the Town has entered into a contract for North Wolfeboro Road (3,500' of road).

Bob Tougher noted an error on the project form; amount noted as \$800,000.

Existing/Expansion Docks Engineering; \$115,000

Dave Ford stated the Asset Management Plan for the docks has been completed. He stated the expansion is proposed for 2019 or 2020 depending upon the dock repair schedule.

Steve Johnson questioned whether transitioning to aluminum docks has been considered.

Dave Ford stated materials for construction would be reviewed at a later time. He stated the emergency repairs would most likely be wood construction.

John MacDonald stated the repairs and the expansion of the Town docks should be two separate warrant articles; noting that a person may vote for the repairs but, vote against the expansion.

Dave Owen stated it was a strategic decision from the BOS to combine as one proposal.

Linda Murray stated the warrant article includes the emergency repair and the engineering for the expansion project.

Dave Ford stated the warrant article is for the permitting and engineering for the expansion of the Town docks.

Bob Tougher agreed with Mr. MacDonald. He questioned whether the permitting and engineering would include an environmental review.

Dave Ford replied yes, through NHDES.

Bob Tougher stated the environmental review should be included in the warrant article. He questioned whether the money in the Capital Reserve Fund for Dockside Docks could be used for the emergency repairs if the warrant article fails.

Dave Owen stated the purpose and intent of the Dockside Docks Capital Reserve Fund is to fund the dock expansion project.

John MacDonald asked why two separate warrant articles weren't proposed.

Linda Murray stated the BOS wanted to put the engineering and emergency repairs together. She stated the BOS do not want to bond more than they have to therefore, they proposed a capital reserve fund. She stated it makes sense to do the engineering with the repairs.

Bob Tougher stated he would not vote in favor of the warrant article because of the money going into the capital reserve fund and because there is no definitive price for the dock expansion.

Linda Murray stated she would discuss the issue with the BOS.

It was moved by John MacDonald and seconded by Bob Tougher to request the BOS to reconsider separate warrant articles for the repairs to the Dockside docks and engineering for the dock expansion project. All members voted in favor. The motion passed.

Dockside Public Restrooms Improvements; \$150,000

Dave Ford stated Gregg Roark proposed expanding the existing public restrooms within the building.

John MacDonald asked if there is a bathroom inside the building.

Dave Ford replied yes, however it is not handicap accessible.

John MacDonald asked if the restrooms would become year round restrooms.

Dave Ford replied yes.

John MacDonald asked if the portable toilets would be removed.

Dave Ford replied yes.

John MacDonald asked if outside walking space would be lost.

Dave Ford replied no.

John MacDonald questioned whether the project would be completed prior to summer.

Dave Ford replied yes.

Bob Tougher expressed concern for visibility from one restroom to another.

Dave Ford stated he would speak to the architect regarding such.

Steve Johnson recommended considering installing Excel hand dryers and waterless urinals/water saving devices.

Effluent Disposal Study; \$500,000

John Burt confirmed there would not be an expansion in 2018.

Dave Ford stated there could be an expansion of the pilot testing program.

Sewer Rehabilitation; \$50,000

Dave Ford stated the Town is under an Administrative Order by Consent with NHDES; noting part of the agreement is for the Town to identify sources of infiltration (completed in 2016/2017) and develop plans to correct such. He stated such is an ongoing project to reduce wastewater volumes.

Replace Water Treatment Plant Control Panels; \$175,000

Dave Ford stated the proposal includes the replacement of various equipment panels at the Water Treatment Plant as recommended by the Asset Management Plan.

Other Business

White Horse Addiction Center; \$2,500

It was moved by John MacDonald and seconded by John Burt to decrease funding for White Horse Addiction Center 01-44183-830 from \$2,500 to \$0.

Discussion of the motion:

John MacDonald stated the agency received \$75,000 from the County last year and is requesting \$100,000 this year. He stated many other communities use the agency however, funding is not requested from those communities. He stated he does not believe taxpayers should pay twice (county and Town). He expressed concern regarding the relationship between the program and church.

Bob O'Brien stated the opiate crisis is ongoing and it would be poor of Wolfeboro not to participate in a program dealing with such.

Bob Tougher agreed with Mr. O'Brien. He stated he was also concerned the agency is faith based however, he feels his questions regarding such were answered appropriately.

John MacDonald stated he does not agree with funding a particular faith; noting he has no issues with the program.

It was moved by John MacDonald and seconded by John Burt to decrease funding for White Horse Addiction Center 1-44183-830 from \$2,500 to \$0. Bob Moholland, John MacDonald, John Burt, Robert Loughman voted in favor. Steve Johnson, Bob Tougher, Bob O'Brien opposed. The motion passed.

It was moved by John Burt and seconded by Robert Loughman to adjourn the December 13, 2017 Budget Committee meeting. All members voted in favor.

There being no further business before the Committee, the meeting adjourned at 8:43 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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