

Wolfeboro Capital Improvements Planning Committee

Regular Workshop Minutes – [Draft3](#)

Wolfeboro Town Hall Annex Meeting Room

October 6, 2016 at 8:00 a.m.

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

Absent: Paul O'Brien

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

Minutes: The minutes of the September 29 meeting were received.

Wolfeboro Parks & Recreation Department Workshop

Foss Field Replacement Building – 2017

Ms. Collins received only two construction estimates for the Foss Field replacement building, a 36 by 54 foot pavilion with bathrooms. Both quotes are in the \$350,000 to \$400,000; she has also contacted and compared costs with other communities. The estimates come in at \$200 per square foot range, which is expensive. The committee discussed pursuing a design-to-build contractor, scaling down the project, and contacting Milestone Builders, the firm that the Wolfeboro Library is using for its expansion. Mrs. Murray suggested phasing in some of the construction, like pushing off the kitchenette to a later time, or removing storage.

Mr. Owen said the pavilion does not have to be as large as the building at The Nick recreation area. Mr. Owen and other committee members were incredulous with the high estimates – one can build a nice house for \$400,000. Mr. Owen said he reluctantly suggested increasing the project estimate to \$350,000 with the intent of preparing the specs to go out to bid. Mr. Owen and members discussed getting local builders involved who may be able to construct the pavilion for \$350,000. Ms. Collins said that would be fine – her main concern was the safety of the children and others who use Foss Field.

Mrs. Murray said no doubt this is a needed project, and recommended against cutting corners. She agreed with Mr. Owen's suggestion to pursue a design-to-build project with local contractors. Mr. Shildneck said he, too, was incredulous over the cost estimates for this project. The pavilion will not require a HVAC system and no costly finish work. Members concurred the Town may receive less costly estimates from local contractors.

Mr. Tougher suggested pushing the project out another year, and writing a warrant article for capital reserve account funds. Mr. Owen said one reason it's on the 2017 schedule is that there are no other building projects this year. Ms. Davis said another reason not to push it out is that construction costs escalate every year.

Mrs. Murray said she and others on the committee could not support the \$350,000 request and suggested reducing the fund request down \$50,000 to \$100,000 this year. The Board of Selectmen will review and vote on the project requests in November; the Budget Committee votes on it in December. Mr. Owen said the figure could be amended at Deliberative Session.

Members voted by consensus to reduce the request down \$50,000 to \$100,000.

Wolfeboro Library Project - 2018

Members received a construction estimate and architectural rendition of the library repair and expansion project from Lavallee-Brensinger Architects. The total project estimate is \$5,121,815. It is anticipated that \$2.6 million will come from donations through the efforts of the Wolfeboro Library Foundation. Ms. Davis invited members to the Wolfeboro Library open house on Oct. 15.

Public Works Update – Center Street Reconstruction

Mr. Ford joined the meeting in progress to update the group on this project. As the NH Department of Transportation considered the estimates too high, officials recommended the Town conduct another “value engineering.” The project can be split into a two-phase contract. Mr. Ford was concerned about the scheduling of the work and that construction not disrupt the summer economy. He anticipates ground breaking on the project in September 2017 with completion in July 2018.

Members discussed the project request for the Mast Landing parking lot, for \$170,000. This item was kept in for 2017 and the Solid Waste Building expansion for \$130,000 was pushed out.

Spreadsheet – Other

Mr. Owen said the project request for \$30,000 for a feasibility study to repurpose the Municipal Electric Department was shifted from the Public Works Department to the Municipal Electric Department.

Members reviewed the Capital Improvement Program 2017-2026 spreadsheet with Finance Director Peter Chamberlin and made the following adjustments:

- Remove \$120,000 for the backhoe from the Rolling Stock Purchase and Replacement category.
- Public Works Department: reduce Road Improvements line this year from \$850,000 to \$750,000, with incremental increases of \$50,000 each year.
- Solid Waste Building expansion for \$130,000 was moved out two years to 2019
- Add \$50,000 to the Building Maintenance account for every year including 2017
- The Wolfeboro Library project was changed from ‘necessary’ to ‘urgent’ for 2018 and the dollar amount was updated to match the project estimate.

Members established a Town Dock capital reserve account for \$50,000. Mr. Owen said he thought it was premature as a project has not yet been conceived. Mr. Tougher agreed. Mr. Owen said a meeting was planned with Engineer Jim Rines who did the original docks. Mr. Rines has been asked for a proposal to retain his services to assist the Town in creating a concept plan to improve the Town Docks. It was noted that the Town Docks would need maintenance and repair in any case.

Ms. Barnard said the CIP recommendations will be submitted on October 18 to the Planning Board.

A motion was made, seconded and approved to adjourn the meeting shortly after 9 a.m.

Respectfully submitted:

Larissa Mulkern, Recording Secretary, October 10, 2016