

**Town of Wolfeboro
Capital Improvements Program Committee
August 20, 2021**

APPROVED MINUTES

Members Present: Kathy Barnard, Chairman, Linda Murray, Board of Selectmen’s Representative, Brian Deshaies, Board of Selectmen’s (Alternate) Representative, Mike Hodder, Planning Board Representative, Robert Loughman, Budget Committee Representative, Paul Whalen, Chuck Sumner, Suzanne Ryan, Members.

Member Absent: Kathy O’Blenes, SAU 49 Representative.

Staff Present: Jim Pineo, Town Manager, Tom Zotti, Acting Fire Chief, Lee Ann Hendrickson, Administrative Secretary.

Staff Absent: Kathy Carpentier, Finance Director.

Chairman Barnard called the meeting to order at the Great Hall at 8:00 AM.

**I. 2021-2030 Capital Improvements Program Development
2024 Public Safety Building; \$12,046,564**

Jim Pineo reviewed his memo to the BOS, dated August 10, 2021, see attached. He stated he doesn’t agree with bringing forward the \$16,210,000 cost estimate for the project to the voters therefore, recommends pushing out the project to 2024. He stated at this time the costs of building materials, supply chain issues and locating a property that is within appropriate response time and that has water and sewer are the issues. He stated he is hoping that by pushing the project out pricing will stabilize.

Suzanne Ryan stated there was a question with regard to architects and asked at what point does the Town cut ties with the current architect.

Jim Pineo stated the project will be forwarded to another estimator to ensure that the pricing is accurate. He stated the current estimator is a subsidiary of the current architect therefore, the project will be forwarded to a second party. He stated he intends to forward the proposal to an architect that he is working with on another project for review. He reviewed grades of construction; noting the proposal is at a grade 7 for construction standard (the highest grade being a 10).

Suzanne Ryan asked if the Town has considered purchasing private property.

Jim Pineo stated the Wickers property and area is extremely wet and its proximity to multiple propane, diesel and oil tanks (storage for Eastern Propane) is an issue.

Suzanne Ryan questioned the Land Bank.

Jim Pineo stated his initial thought of consideration was Filter Bed Road.

Mike Hodder asked if the Town Forest property would be appropriate as a potential site.

Jim Pineo stated there is no municipal water at the site.

Tom Zotti expressed concern for the Town Forest property due to lack of water and increased response time because the majority of the calls/activity is within the compact area of Downtown. He stated existing infrastructure and response time are key considerations.

Mike Hodder asked if the estimates are worth discussing or speculative at this point.

Jim Pineo reviewed other communities and pricing.

Bob Loughman stated he feels the Town is back at ground zero; noting the issues include locating a property and project cost.

Suzanne Ryan stated that given the Town can borrow a 20 year note at 1%, asked what is saved compared to the cost of materials.

Jim Pineo stated the interest rates are always attractive for municipalities; noting the Town has the same rate as the NH Bond Bank.

Linda Murray stated it would be beneficial to do the analysis.

Mike Hodder stated the substation was a recommendation of the 2019 Master Plan and asked if the substation is being upgraded in conjunction with the proposed Public Safety Building project.

Jim Pineo stated moving the Police Department to the substation was considered however, the Department wants presence in the Downtown area. In addition, he stated the ISO rating is impacted due to the five-mile criteria requirement to ensure the best rating when the insurance is set.

Mike Hodder stated the 2019 Master Plan recommendation including moving the Fire Department to the substation as well as having a Downtown presence.

Tom Zotti stated that if the main facility is relocated to the center of Town the ISO issue will be met.

Referencing the relocation of the Police Department to the water tower site, Mike Hodder expressed concern for site distance issues at that location (emergency vehicles entering into traffic).

Jim Pineo stated that was a concern of his as well however, both the architect and Chief of Police didn't feel it was an issue.

It was moved by Mike Hodder and seconded by Chuck Sumner to recommend the 2022 Public Safety Building Capital Reserve Account project for \$150,000 for continued architectural and engineering costs.

Discussion of the motion:

Mike Hodder stated the motion addresses the request noted on the project form (last sentence of the project description field).

Bob Loughman requested a separate project form for the capital reserve account request.

Linda Murray stated the BOS supports the change of moving the project date to 2024.

Jim Pineo stated the Department Heads are also in agreement.

Kathy Barnard, Mike Hodder, Bob Loughman, Chuck Sumner, Paul Whalen, Suzanne Ryan voted in favor. Linda Murray abstained. The motion passed (6-0-1).

**II. Approval of Minutes
August 13, 2021**

It was moved by Mike Hodder and seconded by Bob Loughman to approve the August 13, 2021 CIP Committee minutes as submitted. Kathy Barnard, Mike Hodder, Chuck Sumner, Paul Whalen, Bob Loughman, Suzanne Ryan voted in favor. Linda Murray abstained. The motion passed (6-0-1).

**III. Other Business
None.**

IV. Public Comment

Bob Loughman stated he has the history and iterations of the Public Safety Building and offered such to any member who would like to have the information.

Jim Pineo stated the information will also be posted on the website.

Next meeting scheduled for 8/24/21 at 8:00 AM at the Great Hall, Wolfeboro Town Hall. Agenda to include Parks and Recreation, Libby Museum and SAU 49.

It was moved by Mike Hodder and seconded by Bob Loughman to adjourn the August 20, 2021 CIP Committee meeting. All members voted in favor. The motion passed unanimously.

There being no further business before the Committee, the meeting adjourned at 8:40 am.

Respectfully submitted,
Lee Ann Hendrickson
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