

**Town of Wolfeboro
Capital Improvements Program Committee
August 11, 2017
Minutes**

Members Present: Kathy Barnard, Chairman, Linda Murray, Board of Selectmen's Representative, Joyce Davis, Bob Tougher, Paul O'Brien, Mike Hodder, Jim Shildneck, members.

Staff Present: Matt Sullivan, Director of Planning and Development, Peter Chamberlin, Finance Director, Alana Albee, Libby Museum, Dave Ford, Public Works Department, Lee Ann Hendrickson, Administrative Secretary.

Chairman Barnard called the meeting to order at the Libby Museum at 8AM.

I. 2018-2027 Capital Improvements Program Development

Libby Museum

2019 Libby Upgrades; \$250,000

Alana Albee reviewed the background/history of the Libby Museum and studies that have been conducted to date (2000; American Conservation, 2010; Building Inspection & Safety, 2013; Quantum Construction Consultants, 2017; Norman Larson Moisture Study). She reviewed the following short term actions (2017 & 2018); fans to be kept on through the winter months, waterfront edging, annual maintenance of drainage troughs and inspection of floor joists, ADA ramp replacement, new shed on gravel pad (current shed is rodent infested) and Tyvak covers for mounts and cabinets. She proposed a medium term action for building restoration to include planning and engineering in 2019 and restoration in 2021. She noted the following elements are included as part of the restoration project; crawl space, sealing of vents, electric, small kitchen upgrade, insulation, temperature control, ceiling restoration, museum standard lighting, floor refinishing/repair and replastering/painting of walls. She stated the collection is being deeply affected by the moisture.

Dave Ford stated they have been in a state of crisis management for the past ten years and that if the repairs are not done the collection will continue to deteriorate and could be lost forever. He stated the replacement of the shed and ADA ramp is proposed to be funded through the capital reserve account.

Linda Murray recommended such be funded through capital outlay.

Bob Tougher questioned dehumidification solutions during the warm months to avoid the installation of a heating system.

Dave Ford stated fall and spring is an issue.

Bob Tougher stated he observed a lean to the left corner of the foundation (in the location of the floor joist) and questioned whether a level has been put to it. He questioned why the vents are currently blocked.

Dave Ford stated he would consult with Adam Tasker as to why the vents are closed.

Joyce Davis asked how the Asset Management Plan (AMP) plays into the project.

Linda Murray asked Mr. Ford if he would be requesting \$50,000 this year for the Asset Management Plan and whether the Libby Museum would be included.

Dave Ford replied yes, he will be requesting \$50,000 for the AMP.

Paul O'Brien questioned whether the collection should be moved in the winter months.

Alana Albee stated the 2000 study included an extensive detailed study of the collection and preservation of such; noting a 70 degree temperature is needed to preserve the collection.

Linda Murray requested the 2018 AMP to include the Libby Museum.

Joyce Davis recommended the presentation of a comprehensive project to the voters.

Parks and Recreation

2021 Pop Whalen Energy Efficiency; \$420,000

Christine Collins stated Pop Whalen was recently inspected; noting the building was found structurally sound however, she is waiting for the final report. She stated there are issues currently with regard to the water (not having enough water). She stated Back Bay Hockey Association, within 3 years, is proposing to raise \$2.5 million for improvements however, she expressed concern regarding the infrastructure issue. She stated the facility is being used in the off season for youth soccer and cornhole tournaments however, due to there being no humidification system the facility is not usable in July.

Dave Ford expressed the need for an AMP for Pop Whalen and recommended adding the facility to such.

Public Works Department

Bob Tougher asked if there are any BMP's proposed for capital outlay.

Dave Ford replied yes.

Bob Tougher stated if BMP's are going to be requested annually, he would like to see such as a warrant article rather than in the operating budget.

2018 Sewer Rehabilitation (I/I Rehabilitation); \$400,000

Dave Ford stated the project includes the design, permitting and construction of upgrades to the sewer collection system to reduce infiltration into the system. He stated the project would

be funded by the money received in the lawsuit. He stated the Town is under an Administrative Order by Consent (AOC) with NHDES; noting part of the agreement includes the Town to identify sources of infiltration and develop plans to correct such.

Linda Murray confirmed the project includes repairs to the system and I/I. She questioned whether the name of the project should be changed to I/I Rehabilitation.

Bob Tougher stated the sewer main runs underneath the library building and questioned whether such should be addressed prior to the library construction project.

Dave Ford stated the sewer line jogs around the Public Safety Building; noting that if the line is rerouted, the line would not have the necessary pitch that is required. He stated the line should be inspected and noted the architects and engineer are aware of the existence and location of the sewer line.

2018 Effluent Disposal Study; \$4,000,000

Dave Ford stated there is \$4.4 million remaining from the lawsuit. He stated in 2017 the Town authorized an additional \$400,000 to complete the AOC requirements and begin implementing consultant recommendations including sewer I/I projects. He stated permitting, engineering and completion of the pilot program is proposed for 2018 and construction (possibly to include phasing) is proposed for 2019. He noted the Tuftonboro Conservation Commission is greatly concerned regarding runoff, including pharmaceutical products, to Nineteen Mile Brook. He stated he is working on a proposal for a study related to contaminants of emergent concerns.

Paul O'Brien asked if there is any plan to expand the Town's sewer system.

Dave Ford replied no.

Paul O'Brien asked if there is any plan to expand the Town's water system.

Dave Ford replied no.

Paul O'Brien confirmed the Town's intent is to fix what they have, grown within and upgrade the quality.

Bob Tougher asked Mr. Ford if he foresees using 600,000 gallons/day.

Dave Ford replied no.

Bob Tougher asked if the Town intends to maintain the spray irrigation fields.

Dave Ford stated short term includes using the fields in reserve and long term includes preserving the fields. He stated the Town is seeking a permit for 340,000 gallons/day.

Bob Tougher asked if the spray irrigation fields would be dismantled.

Dave Ford replied yes, the fields within the Mirror Lake watershed.

Bob Tougher stated when the Town was rezoned it was noted there is a potential for a great amount of growth.

Dave Ford stated the Town still has the ability to address growth.

Bob Tougher questioned the cost to connect to Franklin.

Dave Ford replied \$80-85 million.

Bob Tougher questioned whether \$4 million will be enough to fund the project.

Linda Murray stated she is not interested in asking the taxpayers for more money to resolve the issue.

Paul O'Brien questioned whether such is an imminent threat to public health/safety; noting such is checked off under rationale.

Dave Ford replied no and stated he would remove such as a rationale for the project.

2018 Pine Street Water Main Replacement; \$260,000

Dave Ford stated the project includes replacing 820' of 1890's vintage cast iron pipe on Pine Street from Center Street; noting the pipe is undersized and tuberculated. He stated he will be proposing a capital reserve account for water system improvements. He stated the project would occur following the Center Street project.

Linda Murray questioned whether the project title should include Center Street.

2018 WTP Control Panels; \$175,000

Dave Ford stated the project includes the replacement of various equipment control panels at the Water Treatment Plant as recommended by the AMP. He noted parts for the existing control panels are obsolete due to the age of the equipment.

2019 Water Main Upgrades; \$250,000

Dave Ford stated the project includes replacing and upgrading water lines on Park Avenue and High Street; noting sewer and roadway would be upgraded at the same time. He noted the utilities are substandard and in need of replacing. He stated engineering is proposed for 2019 (\$50,000) and construction is proposed for 2020 (\$200,000).

II. Other Business

- Pete Chamberlain submitted a list of proposed warrant articles for 2018; noting an error in the total for 2018 (total of 5.62 is not correct)
- Next CIP Committee meeting scheduled for August 25, 2017, 8 AM at the Wolfeboro Public Library – agenda to include Fire Department, Police Department, Public Works Department (Upgrade & Expand Dockside Docks, Main Street Reconstruction and WWTP Capital Reserve Account) and Library (including a tour)

The Committee requested the following relative to meetings and information;

- Subtabs/tabs for subcategories in the CIP binders
- Additional back-up information
- Meetings held at the Great Hall (other than onsite facility meetings)
- Policy regarding receipt of information; allow for receipt of information at meetings however, improve coordination and organization of such

The Committee requested the following information;

- Libby Museum; distribution of all studies to the Committee; 2000, 2010, 2013 and 2017
- Water and Sewer Rate Model Update
- Water AMP
- Pop Whalen proposal submitted by Back Bay Hockey Association

There being no further business before the Committee, the meeting adjourned at 9:46 a.m.

Respectfully submitted,

Lee Ann Hendrickson

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