

**Town of Wolfeboro
Capital Improvements Program Committee
September 13, 2018
Minutes**

Members Present: Kathy Barnard, Chairman, Linda Murray, Board of Selectmen's Representative, Mike Hodder, Planning Board Representative, Robert Loughman, Budget Committee Representative, Jim Shildneck, Joyce Davis, Paul Whalen, Suzanne Ryan, Members.

Staff Present: Matt Sullivan, Director of Planning and Development, Deb Zabkar, Finance Director, Barry Muccio, Municipal Electric Department, Lee Ann Hendrickson, Administrative Secretary.

Chairman Barnard called the meeting to order at the Railroad Station at 9:04 AM.

**I. Consideration of Minutes
September 5, 2018**

It was moved by Suzanne Ryan and seconded by Robert Loughman to approve the September 5, 2018 Capital Improvements Program Committee minutes as submitted. All members voted in favor. The motion passed.

**II. 2019-2028 Capital Improvements Program Development
Municipal Electric Department**

2019 Phase #5 Voltage Conversion; \$3,655,000

Barry Muccio stated such reflects the ongoing voltage conversion project for distribution. He stated the project includes voltage conversion to 12.47kV and construction of a new substation and feeder position at the former Substation No. 1 location. He stated he is proposing to bond the project with a non-lapsing clause for all the projects included within the proposal; noting the project came out of the MED System Planning Study conducted in 2016.

Matt Sullivan confirmed there would be one vote on the entire project to bring the distribution system up to standard. He stated he provided the Committee with the summary of said study however, would email the complete study.

Suzanne Ryan asked how far out does the study project.

Barry Muccio replied 2022 however, the study speaks to next steps beyond 2022.

Linda Murray questioned the impact to the electric customers and whether the project cost was factored into the current electric rate.

Barry Muccio replied yes.

Suzanne Ryan questioned the current balance of the unrestricted fund balance.

Barry Muccio replied \$5.5 to \$6 million. He stated he prefers to keep a healthy balance in case of emergency.

Suzanne Ryan questioned whether the balance came from the closing of the generation plant.

Barry Muccio stated there is no correlation between the increase in fund balance and the closing of the plant. He stated the fund balance increased from a previous large rate reduction.

Suzanne Ryan asked how the fund grows.

Barry Muccio replied through rates and over the course of several years.

Suzanne Ryan stated she feels the department carries a heavy balance.

Mike Hodder asked the lifespan of the new substation.

Barry Muccio replied 40 years.

Mike Hodder asked if there would be an Asset Management Plan for the system.

Barry Muccio replied yes, to track expenses and plan for upgrades.

Paul Whalen asked why consideration is being given to putting the substation back in a growing area with dense population. He asked why Filter Bed Road couldn't be upgraded; noting that placing the substation in the proposed location goes against the optics of the area where a main substation would be located.

Barry Muccio stated it would be a secondary substation.

Paul Whalen stated the area is densely populated; noting a transitional housing unit and single family dwellings that have been converted to apartments are located in that area.

Barry Muccio asked if Mr. Whalen was asking as an abutter to the proposed location or as a member of the CIP Committee. He stated there needs to be a source of power closer to the central load area; noting that adding a substation on Filter Bed Road does nothing. He stated things can be done to mitigate the aesthetics of the building.

Kathy Barnard noted the purpose of the CIP Committee is to review projects laid out over a ten year span brought forth by departments and the Town Manager.

Barry Muccio noted the engineering on the substation has not been done therefore, there would be additional opportunities for public input.

Matt Sullivan asked if other locations have been explored.

Barry Muccio replied yes, however the other locations were not feasible relative to impact to abutters.

Suzanne Ryan stated the study recommends the need for additional capacity.

Barry Muccio stated additional capacity is needed right now; noting that if any substations or circuits are lost the system would be completely down.

Suzanne Ryan stated the study identified the ability to rely on projected demand load and questioned the difference between projected demand load and capacity.

Barry Muccio stated the demand load refers to summer peak; noting the system has to be overbuilt to handle such.

Matt Sullivan asked if there would be a need to increase from 12kV in the future.

Barry Muccio replied no; noting Manchester and Concord, NH and Boston, MA are 12kV.

Linda Murray stated in 2018 the voters approved a \$1.2 million warrant article to upgrade the 390 line and questioned the status of such.

Barry Muccio stated the poles were delivered last week and a contractor has been retained. He stated the project is due to begin late September and be completed by mid-winter; noting there could be delays due to hurricane season.

Linda Murray asked if the proposed project would start in 2019.

Barry Muccio stated the project would go out to bid in 2019 and begin construction August-September 2019. He stated he intends to bid the four items within the project separately.

Referencing the study, Matt Sullivan stated the projected cost for the project is noted as \$3.75 million however, the proposed cost is \$3,655,000. He asked if the latter figure is adequate.

Barry Muccio replied yes and noted the study's figure included the upgrade to the 390 line. He stated that since the upgrade is not related to the other projects he separated the projects.

Suzanne Ryan questioned the impact if Town facilities, the hospital and schools convert to solar and wind power.

Barry Muccio stated if solar power grows more popular limits will have to be set (typically 15%). He stated if a 15% capacity was reached and the load growth was overtaken, the Town could partake in an economy scale that includes a threshold.

Paul Whalen stated the Master Plan Community Facilities Committee is recommending more energy efficiency within facilities. He stated the Committee has reviewed demographics; noting Wolfeboro is not expected to grow.

Barry Muccio stated the Department has experienced low growth however, noted the highest peak load occurred in August 2018.

2020 Replace ME-2 Bucket Truck; \$230,000

Barry Muccio noted vehicle will be 11 years old at the time of replacement.

2020 Reconstruct Melody & Keniston Islands Distribution Systems; \$385,000

Barry Muccio stated the project includes the reconstruction of the overhead electrical distribution systems on both islands; noting the current system is 60+ years old.

2021 Submarine Cable Feeders; \$375,000

Barry Muccio stated the existing cable was installed in 1974 and will be 47 years old in 2021. He stated the cable should be replaced to adhere to current standards of construction. He stated he would like the feed to come from McKinney Park; noting the original feed was from Lewando Lane and does not know why the line was abandoned and located to Alton. He stated if the line is relocated it would be a shorter run and closer to the source.

Suzanne Ryan asked why not include in the proposal the relocation of the cable feeders.

Barry Muccio stated the proposal includes such; the relocation of the feeders from Alton to Wolfeboro. He stated that following the evaluation of such, it may be determined that relocating the feeder cables is not feasible or, the State, through its permitting process, may not feel it is a viable option.

2024 Replace ME-3 Bucket Truck; \$260,000

Barry Muccio noted vehicle will be 11 years old at the time of replacement.

Libby Museum

Kathy Barnard stated the Libby Museum has not submitted any projects. She expressed concern regarding such because last year a project was submitted and coded as urgent and stated the Committee needs to address the project.

Matt Sullivan stated the Director of the Museum is not comfortable submitting the project because the feasibility study has not been completed. He stated he discussed submitting the project with a placeholder however, the Director was still not comfortable with such.

Linda Murray agreed with Ms. Barnard and noted the Committee has previously reviewed projects that haven't been fully developed and that a placeholder has been set. She stated the Committee can note the feasibility study is in process and has not been completed.

Matt Sullivan stated the Committee has requested Town Manager signoff prior to submittal however, the Town Manager was also not comfortable submitting the project without knowing the scope and cost.

Linda Murray stated she would speak to the Town Manager and ask her to follow up with Mr. Sullivan.

Matt Sullivan recommended deferring review until a later date.

Consensus of the Committee to request a project submittal from the Libby Museum.

III. Other Business

Kathy Barnard asked Mr. Muccio what he thought of the new project forms.

Barry Muccio stated he feels the justification of the project is important to include on the forms.

IV. Public Comment

Referencing the MED System Planning Study, specifically Section 8, Paul O'Brien stated the study speaks to two alternatives; noting both engineer's comments point to the substation in the proposed location. He questioned the benefits and advantages of investment; noting he would like to see metrics for such.

Next meeting scheduled for 9/21/18 at 8:45 AM at the Railroad Station, 32 Central Avenue. Agenda to include Parks & Recreation and Public Safety Building.

It was moved by Mike Hodder and seconded by Suzanne Ryan to adjourn the September 13, 2018 CIP Committee meeting. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 10:03 am.

Respectfully submitted,
Lee Ann Hendrickson
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