



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Capital Improvement Program (CIP) Subcommittee
Draft Meeting Minutes
August 10, 2011

Present:

Rob Gustafson, Chair, citizen – Present	Carolyn Webber, PB - Present
Kristi St Laurent, Vice Chair, PB – Present	Dennis Senibaldi, citizen – Arr 8:30pm
Neelima Gogumalla, Secretary, citizen - Excused	Ed Gallagher, School - Present
Phil LoChiatto, BOS – Present	Roger Hohenberger, BOS Alt. – Excused
Jeff Bostic, School – Seated for Ed Gallagher 8:30pm	
Elizabeth Wood, Staff Advisor - Excused	

The regular meeting of the Capital Improvements Program (CIP) was called to order at 7:05pm at the Community Development Dept.

Chairman Rob Gustafson introduced the members and reviewed the agenda.

CIP Expenditure Report – Library

Carl Heidenblad, Nesmith Library Director reported on CIP fund expenditure for Library exterior painting and repair, as well as interior renovations.

Exterior – cleaned, clapboards repaired as needed, painted

Repairs made to columns at front door by Town Maint. Staff.

Interior – ceiling at entrance, lobby, circulation and AV area removed and replaced with conventional suspended ceiling, lighting replaced and augmented to better illuminate the areas. Again, Town Maint. Staff assisted with project.

Mr. Heidenblad reported that use of Town Staff meant a savings to the Town, and to Ms. Webber's question reported that he had no definitive data but it would appear that Town saved more by paying staff than by hiring contractors.

Mr. LoChiatto suggested that when Town Staff is used for projects, either for a portion of the project or the entire project, that the cost to the Town of the staff labor should be included in the project cost.

Mr. Heidenblad reported that \$23K was returned to the Town General Fund as it was not enough to complete the carpeting project. Mr. Hohenberger asked why it was returned to the Town and not held in a Carpet Capital Reserve Fund for the Library. Mr. Heidenblad reported that the warrant article approved by voters required this.

Recreation CIP Presentation: Requests prioritized on the application as ‘2’ (Nashua Rd) and ‘3’ (Turf Field) presented by Ralph Valentine of the Recreation Committee.

Nashua Road Field expansion – includes soccer OR lacrosse field (TBD) and a baseball field, as well as increased parking. **Request for \$150,000.**

Question raised as to whether the \$150K estimate is still realistic to cover scope of work – Mr. Valentine stated that it likely is not given increased construction cost since request made.

Mr. Gallagher requested a matrix of Town and School fields with sports they accommodate to compare to current and anticipated needs. Mr. Valentine said the Rec. Committee and/or Ms. Haas can provide this.

Turf Field- \$800,000 requested, may be higher. No particular field identified as ‘the’ field to convert to turf – this would take further study. Turf requires less maintenance and does not require the resting that a grass field requires to preserve the grass. Would consider applying turf to School field in conjunction with SB.

Mr. Gallagher requested historical field maintenance data to capture total cost to the town – including mowing and semi/annual maintenance.

(Priority request ‘1’ on application presented later in meeting)

Fire CIP Presentation: Presented by Chief McPherson and Asst. Chief Morgan. Chief McPherson reported that several requests pushed off a year in response to continued budget constraints due to the economy.

“Capital Improvement Proposal – 2012 – 2019” presented to board per memo dated July 13, 2011. Memo on file with staff.

2012 – Self-contained Breathing Apparatus replacement. Proposal requests 28 air packs, cylinders and masks with Rapid Intervention Team connectivity and a machine to fit-test the masks in-house. Current systems not compliant with NFPA 2007.

Mr. LoChiatto asked when NFPA to be updated, and will this make new systems obsolete? Chief replied that NFPA to be updated in next year or two, newer systems can be retrofit for updates when made. Our older (2002) systems can not be upgraded to 2007 or newer compliance.

\$214,000 Request. Will be applying for a grant that would provide a 95/5 match (Town responsible for 5%), request assumes no grant.

2012 – Mobile Data Terminals – Hardware and Software

Provides data delivery regarding site of fire to first responders in regards to occupancy and use of building, any hazardous materials, building layout, etc. Derry & Salem both use Mobile Data Terminals.

\$65,000 Request. Will be applying for a grant that would provide a 95/5 match (Town responsible for 5%), request assumes no grant.

2013 – Replace Ladder 1 and Engine 2 with a ‘quint’.

A ‘quint’ has 5 functions – pump, water tank, fire hose aerial device and ground ladders.
\$950,000 Request.

8:30pm Ed Gallagher excused, replaced by Jeff Bostic, School Board. Mr. Senibaldi arrived and was seated.

2014 – Ambulance Replacement

Replacement as scheduled for department vehicles.

\$185,000 Request.

8:35pm Mr. Bostic departed

2015 – Safety Sub-station Request

Response times to north quadrant (on Rt. 28) is 8-10 min., 12 min. with Fire Apparatus.

\$1,400,000 Request.

2016 & 2017 – No requests.

2018 Ambulance Replacement

Replacement as scheduled for department vehicles

\$200,000 Request.

2019 – No requests

Recreation CIP Presentation: Request prioritized on the application as ‘1’ (Spruce Pond) presented by Dennis Senibaldi of the Recreation Committee.

Spruce Pond /Northland Road Fields Request Form, emails, estimates and a draft site plan presented – documents on file in Dept. National Grid estimate includes both above ground (pole) and below grade power – does not include cost to dig ditches for below-grade power installation.

Some work has been done in terms of preliminary fill and grade. Two utility fields are now planned as one big field that can be marked off as needed to accommodate several different sports. Discussed that sod would be much faster to get into play now, planting seed would take upwards of two years.

Estimates total less than **\$250,000 request** due to the well not being included. A well is present on site but needs to be hydro-fractured to yield enough water for sprinklers. Baseball field is now considered Phase 2, but this request includes money for initial work so the area could accept fill donation from State/93 construction if it becomes available.

The Utility Field area received a similar substantial donation of fill in preparation for the work in this request.

Mr. Senibaldi was asked why three separate requests were made for fields by the Recreation Committee. Mr. LoChiatto suggested that keeping a lower priority request in the plan may keep it on the radar, but it may always remain low priority and never get funded.

Mr. LoChiatto initiated brief discussion of the CIP plan being eight years while the Impact Fees are only to be retained for six years. Suggested that making them both six years would make sense for reconciling. Chairman Gustafson stated that keeping a CIP project in the plan, knowing it will not be funded, helps to keep track of it so it doesn't get lost over time.

Minutes – July 27th Chairman Gustafson requested that the designation of each member be listed on the minutes (ie: citizen or Planning Board). No further changes noted. Mr. LoChiatto motioned to approve minutes as amended, seconded by Mr. Senibaldi. **Passed 5-0.**

CIP Project Requests

Highway, Maintenance and Con Com will present on 8/24. Staff to check if WEDC and Local Energy Committee are able to present on September 14th, which would complete the anticipated submissions. Remainder of committees/departments responded that they are not submitting requests.

Mr. Senibaldi to prepare the ConCom portion of the final CIP report.

Mr. LoChiatto motioned to adjourn, seconded by Mr. Senibaldi. Approved 5-0.
Meeting adjourned at 9:20pm.

Minutes submitted by: Kristi St. Laurent, Vice Chair