



## **Capital Improvement Program Committee Meeting Minutes**

**September 15, 2020**

**Lincoln Town Office, 148 Main Street**

### **Committee Members Present:**

1. OJ Robinson, Chair and Select Board's Representative
2. Paul Beaudin II, Budget Committee Representative

### **Woodstock Select Board member and Representative Present:**

1. Charyl Reardon, Select Board member (via Zoom)

### **Committee Members Excused:**

1. Alfred (Butch) Burbank, Town Manager
2. Mark Ehrman, Planning Board Representative

### **Staff Present:**

1. Johnna Hart, Finance Director
2. Ron Beard, Fire Chief/Health Officer/Code Enforcement Officer/Zoom Operator

### **Staff Excused:**

1. Carole Bont, Planner

### **Department Heads or Committee Member Representative(s) Present:**

1. Tara Tower, Recreation Director

**Audience:** None.

### **CALL TO ORDER:**

The meeting was called to order by Chair OJ Robinson at 9:08 am.

**Motion to appoint Finance Director Johnna Hart to replace Town Manager Burbank at today's meeting as the Public's Representative. OJ Robinson. Second. Paul Beaudin. All in favor.**

### **MINUTES:**

**Motion to approve Minutes for September 10, 2020, as amended. OJ Robinson. Second. Paul Beaudin.**

### **RECREATION PRESENTATION:**

Recreation Director Tara Tower presented the outstanding capital projects for the Recreation Department Requests.

Those present discussed paving at "The Kanc" Recreation Area parking lot. Paul Beaudin said he thinks the groomer breaks up the pavement as the groomer goes to the sliding hill. There is no charge to use the sliding hill.

Recreation Director Tara Tower presented pictures of the covered pavilion in Franconia, NH to show members of the committee what kind of pavilion they were envisioning, what the pavilion would look like and what they would use it for. The cost to the Town of Franconia to build the pavilion shown was \$116,000.

Paul Beaudin recommended that the Recreation Department locate the Pavilion down at the River Front Park instead of at the Kanc Recreation Area (behind his house). The Recreation Department's plan was to use the pavilion as a shelter for the day camp and to locate the pavilion at the Kanc Recreation Area. After much discussion, the CIP decided to do as follows:

**1. Page 22, II. 1310-323 Property and Building Maintenance:**

**a. Project Number 19: "Garage Maintenance Shed at Kanc Rec Ski Area" and Project Number 104: "Kanc Rec. Area Multi-Use Covered Structure":**

- i. Take the \$6,431 out of the CRF Balance as of 12/31/2020 in Project Number 19 and add it to the \$9,000 already in Project Number 104 Kanc Rec Area Multi-Use Covered Structure so that the total in Project Number 19 is \$0 and the total in Project Number 104 is \$15,431;

**b. Project Number 104: "Kanc Rec. Area Multi-Use Covered Structure":**

- i. Change the name of Project Number 104 from "Kanc Rec. Area Multi-Use Covered Structure" to "Recreation Multi-Use Covered Structure".

**c. Project Number 81: "Kanc Rec Infrastructure (Dug-outs, lighting, etc.)" and Project Number 104: "Kanc Rec. Area Multi-Use Covered Structure":**

- i. Change Project Number 81: "Kanc Rec Infrastructure (Dug-outs, lighting, etc.)" CIPC Recommended FY 2021 from \$1,000 to \$0, by moving that \$1,000 to Project Number 104 "Kanc Rec. Area Multi-Use Covered Structure" increasing the balance in the "Kanc Rec. Area Multi-Use Covered Structure" CIPC Recommended FY 2021 from \$9,000 to \$10,000.
- ii. Change FY 2026 from \$0 to \$1,000.

**d. Project Number 97: "Kanc Rec Area Parking Lot Reclamation/Expansion":**

- i. Change FY 2021 from \$10,000 to \$5,000.

**e. Project Number 104: "Kanc Rec. Area Multi-Use Covered Structure":**

- i. Change FY 2022 from \$9,000 to \$10,000.
- ii. Change FY 2023 from \$9,000 to \$10,000.
- iii. Change FY 2024 from \$9,000 to \$10,000.

**2. Page 23 III. 1310-318 Planning & Engineering**

**a. Project Number 31: "1310-324 Village Center & River Front Park":**

- i. *Discussion about Recreation Director meeting with Town Engineer Ray Korber of KVPartners, LLC about moving forward with the Village River Front Park. First, they will be moving forward with the parking lot. This fall they will do the clearing. OJ Robinson said his vision is to have the pavilion located at the River Front Park for concerts, to rent out and to hold pancake*

*breakfasts. No changes to the amounts budgeted.*

*Charyl Reardon left the Zoom meeting at 10:00 AM.*

**1. Page 27, IX. 1310-321 Kanc Equipment, A. Parks.**

**a. Project Number 5: “Van Replacement 2018 Ford Transit”:**

i. No change.

**b. Project Number 75: “Replace Playground Equipment at Kanc Rec Area”:**

i. No change.

**c. Project Number 87: “Replace 2016 Ford Transit”:**

i. No change.

**2. Page 27, IX. 1310-321 Kanc Equipment, B. Ski Slope:**

**a. Project Number 13: “Replace Snowguns”:**

i. *Paul Beaudin said “Someone” needs to pay attention to the snow guns. According to Paul Beaudin, last winter several times the snow guns were tipped over.*

ii. *The extra snow gun is from Waterville Valley.*

**b. Project Number 78: “Repair/Replace Bombardier Groomer 2005”:**

i. *Put \$10,000 in FY 2022.*

ii. *Increase FY 2025 from \$10,000 to \$20,000.*

iii. *Put \$20,000 in FY 2026.*

**c. Project Number 79: “Repair/Replace Caterpillar Diesel Tow Engine”:**

i. No change.

**d. Project Number 108: “Ski Slope Infrastructure”:**

i. *Discussion about how the Kanc Ski Area may be open for the outside only this season due to the COVID-19. They may just keep the bathrooms open. They may purchase outside heaters. They are looking for the guidelines for ski areas to come out.*

**3. Page 28, IX. 1310-302 Kanc Equipment, C. Community Center:**

**a. Project Number 39: “Community Center Building Infrastructure”:**

i. No change.

**b. Project Number 82: “Community Center Future Expansion/Garage”:**

i. *Recreation Director Tara Tower said the Childcare Center in the Community Center needs an airlock entryway to create a space to make it easier and safer to drop off children for childcare.*

ii. *Recreation Director Tara Tower said when they added the second classroom to the Childcare Center, they lost two windows in “Megan’s*

*Room". They need an additional window for safety. Blair Weedon from Three Rivers Construction's is getting a quote.*

- iii. Recreation Director Tara Tower said they are still trying to turn the white garage at the Community Center into storage space.*
- iv. Perhaps the Town of Woodstock could start a capital reserve fund for its share of the Community Center's capital projects that benefit Woodstock residents.*

*Tara Tower left the meeting.*

**1. Page 22, I. 1310-305 Revaluation:**

**a. Project Number 24: "Revaluation/Statistical Update/Utilities":**

- i. Decrease CIPC Recommended FY 2021 from \$25,000 to \$15,000.*
- ii. Change FY 2026 from \$0 to \$25,000.*


**Motion to approve changes: Paul Beaudin. Second: OJ Robinson. All in favor.**

Next week Recreation DPW Nate Hadaway will present the rest of the Public Works Department's Budget.

**Motion to Adjourn at 11:45 AM. Paul Beaudin. Second. OJ Robinson.**

**All in favor. (3-0).**

Date: 16-5-2020

By:   
OJ Robinson, Chair