



Capital Improvement Program Committee

Meeting Minutes

September 14, 2021

Lincoln Town Conference Room

148 Main Street

Committee Members Present:

1. Paul Beaudin II, Planning Board Representative & Chair
2. Jack Daly, Selectmen's Representative
3. James Spanos, Budget Committee Representative
4. Alfred (Butch) Burbank, Town Manager

Committee Members Excused: None

Staff Present:

1. Carole Bont, Planner

Staff Excused:

1. Johnna Hart, Finance Director

Department Heads or Committee Member Representative(s) Present:

1. Public Works Director Nate Hadaway

Audience: None.

A. CALL MEETING TO ORDER.

Chair Beaudin called the meeting to order at 9:05 AM.

- B.** The Town of Woodstock was aware of the schedule and that Solid Waste (which is a shared joint venture with the Town of Lincoln) would be on the agenda, but did not send anyone to represent Woodstock.

C. MINUTES.

MOTION to approve CIP Committee Meeting Minutes for September 7, 2021 as written.

Motion: Jack Daly. **Second:** James Spanos.

All in favor.

PUBLIC WORKS DIRECTOR PRESENTATION RE: CHANGES IN WATER REHAB

Public Works Director Nate Hadaway presented the Department of Public Works CIP budget requests for the Water Rehabilitation CIP that were not yet updated during the prior meeting where the Water Rehabilitation was discussed:

**Page 25, VI. Department of Public Works A. 1310-308 Water Rehabilitation
Project Number 91 Replace PLC (10-year life expectancy)**

**Page 25, VI. Department of Public Works A. 1310-308 Water Rehabilitation
Project Number 3 Pumps, Controls, Valves, Monitors**

Discussion:

Chair Beaudin said the CIP Committee had moved \$50,000 up from the Water Treatment Plant tanks.

DPW Hadaway said he reached out to Wilson Controls the company that does all of his SKATA PLC work. He received an updated quote as of September 3, 2021. To replace the entire PLC, the panel view, and all of the components – everything – and to supply record drawings of it all “soup to nuts”. DPW Hadaway said in the past Wilson Controls has been a subcontractor of Weston & Sampson. However, with this project they will work directly with the Town of Lincoln as a contractor and save the Town a “ton of money”. Now he is dealing directly with the contractors so the cost is much less. The quote for everything is \$69,950. This means they will not need the entire \$138,238 that is currently in the CRF balance for 12/31/2021. The ordering is a four to six (4 – 6) week process, whereas the work would start in between twelve and sixteen (12 – 16 weeks).

Chair Beaudin said they had probably better not start during the holidays when the town is full.

DPW Hadaway explained that the system comes to the site pre-programmed. Normally, it is a modular “plug and play” system. They take all of the components out of the cabinet. They put the updated components in, pre-programmed with our SKATA system. It should work.

Chair Beaudin asked what the cost of the program would be. DPW Hadaway said the quote is for \$69,950.

Member Jack Daly asked whether Wilson Controls also did the work referred in the Project #83 “replace Torque Valves & Actuators (15)”. DPW Hadaway said, no. He uses a small valve company owned by a man named Brad Small (Hydrus Control Solutions, Inc.) who does all of his valve work.

Member Jack Daly said DPW Hadaway had a total estimated cost of \$110,300 for that project line, and he had \$68,224 in the CRF Balance 12/31/2021. He suggested moving up some of the money from Project Line 91 into Project #83.

DPW Hadaway said that in his opinion, whatever remains in Project #83 should be moved up to **Project #3 Pumps Controls, Valves, Monitors**. In Project #3 he only has \$28,543. The cost to just to replace one (1) River Intake Pump was \$75,000.

Chair Beaudin said we do not need the \$25,000 that we were going to recommend under CIPC Recommended FY 2022 this year.

Town Manager Burbank said we should wipe out the \$25,000 per year going forward because we should go back and re-establish when we anticipate the next time, we would need to replace the PLC.

DPW Hadaway recommended zeroing out Project #91 out across the board (FY 2022-FY 2026).

Chair Beaudin asked when the next upgrade is due. Should we be putting in \$5,000 per year in?

DPW Hadaway said he puts 10 years on the PLC system.

After discussion the following changes to Project #91 were made:

- a. The date "completed last" was changed from "?" to 2022.
- b. The date in "next" was changed from "2023" to "2032".
- c. The date in "prompt" was changed from "2017" to "2027".
- d. The Total Estimated Cost was reduced from \$150,000 to \$100,000.
- e. The CRF Balance for 12/30/2021 was reduced from \$138,238 to \$100,000.
 - a. The additional \$38,238 will be moved to be added to **Project #3** where the CRF Balance 12/31/2021 balance of \$28,543 for a total of \$66,781.
- f. Reduce the CIPC Recommended for FY 2022 from \$25,000 to \$0.
- g. Reduce the CIPC Recommended for FY 2023 from \$25,000 to \$0.
- h. Reduce the CIPC Recommended for FY 2024 from \$25,000 to \$0.
- i. Reduce the CIPC Recommended for FY 2025 from \$25,000 to \$0.
- j. Leave the CIPC Recommended for FY 2026 at \$0.
- k. Increase the CIPC Recommended for FY 2027 from \$0 to \$5,000.

DPW wanted to leave \$100,000 in Project #91 because he has a \$10,000 repair bill that he has not paid yet. That amount would also cover all the licensing and upgrading the SKATA system to work with the new PLC. That cost is above and beyond the \$69, 950 quote. He recommended that the CIP Committee leave \$100,000 in the CRF Balance 12-31-2021.

PUBLIC WORKS DIRECTOR PRESENTATION RE: SOLID WASTE

Page 28, VIII. 1310-316 Solid Waste

Project Number 29 – Solid Waste – Existing Equipment Replacement Fund

Discussion:

After discussion the following changes to Project #29 were made:

- a. Increase the CIPC Recommended for FY 2027 from \$0 to \$10,000.

Page 28, VIII. 1310-316 Solid Waste

Project Number 30 – Repave Recycle Center Roadway

Discussion:

Chair Beaudin asked DPW Hadaway and Town Manager Burbank what the Town of Woodstock had in the CIP for their share of the Solid Waste related capital expenses. Neither DPW Hadaway nor Town Manager Burbank knew how much. Town Manager Burbank said the Town of Woodstock's system for saving money for Capital Expenditures is totally different than the Town of Lincoln's system. He has never been able to figure out their system. The Town of Woodstock's savings are all lumped together. The Capital Reserve Fund savings are not split out into separate project numbers like Lincoln's is.

DPW Hadaway said that last year the CIP Committee decided to save a few bucks and did not put any money in Project #30 for FY 2021. That is why the CIP Committee decided to put

\$20,000 in FY 2022 and then carry on with \$10,000 per year in FY 2023-FY 2026.

Then Town Manager Burbank said to DPW Hadaway, "Tell 'em the bad news."

DPW Hadaway said "I just got a quote. It is not good." The price of asphalt has increased significantly. Last year the Town paid \$74 per ton. This year the price of asphalt is now \$96 per ton and going up because of the price of fuel.

DPW Hadaway said he received a quote to rebuild the road which includes:

- grind the road
- grade the road
- redo the road around the railroad tracks, all of the way down to the bottom of the hill where the road is in the worst shape.

That quote is for "reclaiming existing asphalt, grade, compact, put down two inches (2") of base and one inch (1") of topcoat. It is the same price for one half inch ($\frac{1}{2}$ ") or three eighths inch ($\frac{3}{8}$ ") inch so he quoted the top at $\frac{1}{2}$ inch which is more rugged to stand up to the truck traffic on that road.

- Reclaim and fine grade is around \$9,318.40
- Two inches (2") of base is \$36,935.00
- One inch (1") of topcoat is \$29,760.00
- Total cost is \$76,013.40

Member Jack Daly asked what portion of that will the Town of Woodstock be responsible for? Answer: 50%-50%. Member Jack Daly said the Town of Lincoln has \$45,000 so we have enough to pay for it!

Not so fast. DPW Hadaway explained that the quote is just for the roadway. He has a second quote to shim and overlay everything else down at the transfer station.

DPW Hadaway explained that the roadway goes from NH Route 112/Main Street to the pavement joint right before where the scrap steel pile used to be. This quote is only good for the part of the road just where you come around the corner and go down the hill to a pavement joint down the hill, located just before the sharp corner where you go around to where the scrap steel pile used to be. This quote is to rebuild the road to right before where the scrap steel pile used to be. The asphalt is pretty good up around that corner.

Chair Beaudin asked DPW Hadaway if he was going to do everything else?

DPW Hadaway said they were going to "shim and overlay" everything else in the whole yard which includes where the scale is, everything else that is asphalt, the front apron, up to all of the doors, the cardboard door, to trim all the doors, trim all of those concrete joints so all of the pavement will match, all of the entrances to the building, all that.

- Shim and overlay the entire transfer station yard that is currently asphalt: \$30,840.

Member Jack Daly said the total is around \$103,000 [\$106,013.40]. DPW Hadaway agreed.

- $[\$76,013.40 + \$30,840 = \$106,853.40]$

Member Jack Daly said that means that \$103,000 [\$106,013.40] is what will be owed between the two (2) municipalities. Town Manager Burbank said it is \$100,000. [\$106,853.40] The Town of Lincoln needs \$50,000 [\$53,426.70] for its share. Member Jack Daly said the Town of Lincoln has already saved \$45,000. If the CIP Committee adds another \$10,000 in CIPC Recommended FY 2022, that would give the Town \$55,000. That would give the Town of Lincoln's portion of half of the cost for the project.

Town Manager Burbank said that the Town has to put this project off a year. We have to make an adjustment and the Town of Woodstock has to agree. The Town of Lincoln does not have enough money right now to do everything and the Town of Woodstock is not in agreement yet. DPW Hadaway can do some of it.

Chair Beaudin asked where the worst part of the asphalt is. DPW Hadaway said that the absolute worst area is the roadway from NH Route 112/Main Street down; it is awful.

Chair Beaudin asked if there was any rationale that could justify doing the roadway this year and put off the shim and overlay of the transfer station yard next year.

Town Manager Burbank the CIP Committee should stay on track because otherwise the Town is going to have to play catch up with the money for this project. If you do part of the project (i.e., do just the roadway into the transfer station yard) that part of the project is going to deplete the Project #30 line just to do that portion of the project. Then the CIP Committee is going to have to make sure to put the \$30,000 in that account next year to complete the project.

Hereafter, several people were speaking at the same time. It was hard to decipher what anyone said in portions of this meeting.

All speaking at the same time:

- Chair Beaudin suggested putting \$10,000 in this year, but only have DPW Hadaway do the roadway portion of the project. He said next year the Town will still have monies left in that Project #30 line and the Town will be able to see if they need just a little bit more money to finish that shim overlay over the top.
- At the same time, Town Manager Burbank said the other option is to put this Project #30 of shim and overlay for the transfer station yard as a warrant article on the budget at the Town Meeting in March.
- At the same time Member Daly asked if it was cheaper to get the whole project done now while the paving company is staging the project with bringing the equipment to the site and everything else.

Finally, everyone else stopped talking at the same time and Member Daly said, also, we do not know what the costs are going to be like next year. In addition, there are costs associated with manpower needed to move heavy equipment and manpower from one site to another.

All speaking at the same time:

Chair Beaudin said, "You are going to grind it, right?"

Member Spanos said something like, "You are going to have two quotes, right?"

Member Daly said something I could not catch.

Chair Beaudin said “It is a whole different thing. I understand what you are saying. The whole process of grinding versus just shim and overlay. They will bring the machine back. The grinding...”

DPW Hadaway said that fortunately, the paving company he works with “does not really ding me hard for mobilization”. The paving company tries to group projects that are on its project list together geographically for all the projects they have. They will try to do all of the projects in Lincoln at a certain time. They plan their mobilizations so that they only have to do a short move.

All speaking at the same time:

- Town Manager Burbank started to say something, but I could not hear what it was.
- Member Spanos started asking a question, but I cannot tell what it was.
- Chair Beaudin interrupted Member Spanos and Town Manager Burbank by talking more loudly and asked DPW Hadaway, “Are you going to be able to get it done this year?”

DPW Hadaway said, “When we move onto the “Roads and Streets” project lines we will talk about that”. DPW Hadaway said, “We are hoping to do Black Mountain Road this year too.”

Chair Beaudin asked DPW Hadaway who was going to do Black Mountain Road for him.

DPW Hadaway said “GMI [Asphalt]” from Franklin, NH. He said he did have R&D Paving Inc. [Franklin, NH] look at it and R&D did not get back to him.

Chair Beaudin asked why, was R&D not taking anymore work? DPW confirmed.

DPW Hadaway said the people at GMI said they could meet the Town’s deadline of October 31, 2021, for Black Mountain Road and they will group this Project [#30 Repaving Transfer Station Roadway] with the Black Mountain Road paving project so the transfer station roadway will be done this year.

All speaking at the same time:

- Chair Beaudin said “That’s good.”
- Town Manager Burbank said “That makes sense”.
- Someone else said something at the same time. I could not tell who was talking or what they said.

All speaking at the same time:

- Chair Beaudin told DPW Hadaway: “Put the \$10,000 in this year. Do the road. Do that grinding. Do that main road. Then do the rest next year. Then the other thing is we do not know if Town of Woodstock has [saved up the money].”
- Town Manager Burbank said the Town of Woodstock knows [together] we have this upcoming project of paving and addressing the roadway [to the transfer station].
- DPW Nate Hadaway said we brought this project up to the Town of Woodstock.

Town Manager Burbank said, “Then of course, Jack Daly threatened them with the school...”

Chair Beaudin said, speaking to other members of the CIPC, “Is that okay with you to do it that way?” \$10,000 in Project #30 for 2022? DPW Hadaway has enough money to do what he wants to do this year. That will give the Town of Woodstock enough time to save up enough money for their share*. (*See appendix A.)

Planner Bont asked for clarification about what, if anything, they wanted to change for Project #30 because under “Completed Last” they have the year 2021 and the project is not going to be completed this year.

DPW Hadaway suggested the CIPC leave the numbers as is and review it again next year.

Town Manager Burbank asked whether the CIPC wanted to carry money going forward for the paving at the transfer station. DPW Hadaway said that after this paving is complete, we have at least 10-15 years before it needs to be done again. Chair Beaudin said, “I think we can wait.”

After discussion the following changes to Project #30 were made:

1. *Increase the CIPC Recommended for FY 2022 from \$0 to \$10,000.*

**Page 28, VIII. 1310-316 Solid Waste
Project Number 59 – Open to Use**

Discussion:

Chair Beaudin said there is nothing is in Project #59 at this time.

**Page 28, VIII. Solid Waste
Project Number 88 – Facility & Land Improvements and Replacements**

Discussion:

Town Manager Burbank asked DPW Hadaway what the “Facility & Land Improvements and Replacements” was meant for. Chair Beaudin said he was just about to ask the same thing. Is that for building repairs and that stuff?

DPW Hadaway said they use that line for facility repairs.

Chair Beaudin suggested changing each of the cells for Project #88 from nothing to “ongoing”.

2. *The date “completed last” was changed from nothing to “ongoing”.*
3. *The date in “next” was changed from nothing to “ongoing”.*
4. *The date in “prompt” was changed from nothing to “ongoing”.*
5. *The Total Estimated Cost was changed from “Needs Estimate” to “ongoing”.*
6. *The CRF Balance for 12/30/2021 was left at \$10,742 for now.*

Town Manager Burbank asked DPW Hadaway where that money in CRF Balance for 12/30/2021 came from? Was it left over from the roof?

DPW Hadaway guessed that the money was left over from the roof and the scale.

Town Manager Burbank reminded DPW Hadaway that he also did some work on the overhead doors. DPW Hadaway said that he continues to have to do work on the overhead doors. He

usually uses money from the operating budget to work on the overhead doors.

The CIPC agreed to just leave the money in the CRF Balance as is at \$10,742.

**Page 26, VI. Department of Public Works
B. 1310-307 Sewer Rehabilitation**

a. Project Number 8 – Sewer Maintenance Repair/Replacement

After discussion the following change to Project #8 was made:

- i. Increase the CIPC Recommended for FY 2027 from \$0 to \$5,000.*

b. Project Number 26: “Sewer Town-Wide Jetting & Camera Inspection”:

- i. Increase the CIPC Recommended for FY 2027 from \$0 to \$7,000.*

Discussion:

Member Daly asked DPW Hadaway if he did the camera inspections just when we get blockages or is it routine?

DPW Hadaway said camera inspections are now routine. He tries to do a few miles of road per year or at least two weeks of camera inspections per year. Sometimes he just does one week, but it costs about \$1,000 per day. He also tries to pick areas that are trouble spots. One spot that he tries to do every year is down by McDonald’s Restaurant coming in from the end of West Street and Railroad Street. He tries to do that whole area all of the way down to the Sewer Treatment Plant every year because it is the flattest point of the sewer collection system and it is where everything wants to collect. Each year he tries to get any grit out of that area that he can so he does not have a problem in the future. When he first started doing the routine camera inspections a couple of years ago, he picked that area out of the blue, saying we should do this area. When he popped one of the manholes down there the sewer waste water was about ready to come up over the top. When he saw that he decided it would be good to do that section every year. He does not want to have to deal with that kind of problem.

DPW Hadaway said last year we had some issues up on Black Mountain Road so he decided to have the Town’s whole section of Black Mountain Road camera inspected just to make sure that section was all clean.

DPW Hadaway said two years ago we camera inspected all of the US Route 3, all of the way from the pump station to “The Flume”, to check for grease areas because we can see right away if the we have some grease problems. We did not have any grease problems there, but it was good to clean out that whole stretch of the sewer collection system, particularly because the waste there is going to a pump system.

DPW Hadaway said two years ago he arranged to have all of Main Street camera inspected as well.

c. Project Number 27: “Sewage Treatment Aerator Replacement & Upgrade”:

Discussion:

Chair Beaudin asked DPW Hadaway how many aerators were currently being used and whether he had some old aerators that needed to be replaced. Do you still have the two (2) replacement aerators that are there?

DPW Hadaway said he has two new replacement aerators sitting there.

Chair Beaudin asked DPW Hadaway how often he has to replace the aerators.

DPW Hadaway said he does not replace the aerators; he rebuilds the failed aerators. The two brand new ones are sitting there so when aerators fail, he can put the new ones into service as backup as soon as he takes an old failed one out that has to be rebuilt. Basically, he rebuilds the motors because he can buy all of the parts to rebuild the aerators.

Chair Beaudin said that one time the CIPC talked with him about the fact that the sewer lagoons required not just the aerators but also the Variable Frequency Drives (VFDs).

DPW Hadaway said he is waiting for the energy upgrade grant that that the Town of Lincoln was approved for so he can put that money towards improvements which means he can upgrade aeration of the sewer lagoons with supplemental aerators. There are a couple of different styles of supplemental aerators that go into a sewer lagoon.

Chair Beaudin asked DPW Hadaway if he was going to replace the current aerators with upgraded aerators.

DPW Hadaway said he was going to keep the aerators as they are. These upgraded aerators go in between the current aerators. The supplemental aerators use very little electricity. They sit on the bottom of the lagoon and move the water around. The supplemental aerators are a part of the energy upgrade that the Town will not have to cover the cost for. The energy upgrade is planned for next year.

Chair Beaudin said, I am not trying to be cheap here, but when I look at the cost of a new aerator at \$15,000 and we already have \$35,000 in that account and I know that you rebuild the aerators every year, and then you are going to get this grant to put that will put the supplemental aerators in that will probably make those old aerators work a little less, do we really need to carry the \$8,000 for FY 2022?

DPW Hadaway said he has \$35,355 in the CRF Balance 12/31/2021 now and if the CIPC wants to save the \$8,000 for FY 2022 they can.

Member Spanos asked DPW Hadaway why he decided to purchase two (2) new aerators instead of just rebuilding the old ones. DPW Hadaway answered he needed the new aerators because he did not have any spare aerators to put in the space of the failed ones that he had to take out to rebuild while he built it.

Chair Beaudin said that when the CIPC discussed this with DPW Hadaway in prior years, the Town did not have any new aerators on standby as spares to put in place of the failed aerators. Remember the “Big Stink” a couple of summers ago? DPW Hadaway had a hard time getting a replacement so we put money in the CIP to cover this.

DPW Hadaway said the two spares are the Town’s “insurance plan”.

Chair Beaudin said the CIPC should delete \$8,000 for FY 2022.

After discussion, the following changes to Project #27 were made:

- i. *Decrease amount in CIPC Recommendation for FY 2022 from \$8,000 to \$0.*
- ii. *Put \$8,000 in FY 2027.*

d. Project Number 44: “Replace Pump Wet Ends Connector Road”:

Discussion:

DPW Hadaway said keep that going. However, once you replace the pump wet ends, they are good for a while.

After discussion, the following changes to Project #44 were made:

- i. *Leave \$0 in FY 2027 for now.*

e. Project Number 53: “Replace Motor Control Center & Variable Frequency Drives”:

Discussion:

Chair Beaudin asked DPW Hadaway to give him some background on Motor Control Center & Variable Frequency Drives.

DPW Hadaway said there are two Motor Control Drives. One of the drives sits in the building and the other drive sits outside the building. Both drives are the same age, from 1980 something. To replace them will cost more like \$100,000. He is just repairing the drives as they fail. Also, the variable frequency drives are also grouped together with the motor drives into this category. Only three (3) of the aerators are on variable frequency drives (VFDs). The grant will help somewhat with the cost. The project will still be an ongoing project. Everything in the system will have to be reconfigured when we do finally perform a major upgrade. The money we are putting aside we are not going to lose it. We will just end up transferring it to something else for the same purpose.

After discussion the following changes to Project #53 were made:

- i. *The date “completed last” was changed from nothing to “ongoing”.*
- ii. *The date in “next” was changed from nothing to “ongoing”.*
- iii. *The date in “prompt” was changed from nothing to “ongoing”.*
- iv. *The Total Estimated Cost stayed the same at “ongoing”.*
- v. *The CRF Balance for 12/30/2021 was left at 70,500.*
- vi. *Put \$10,000 in FY 2027.*

f. Project Number 57: “Town Wide Manhole Inspection/Repair/Engineering”:

Discussion:

DPW Hadaway recommended that CIPC leave \$5,000 in for FY 2022, carry out the \$15,000 for FY 2027 and said that he will probably have to zero out the sum of \$109,638 to help cover the cost of finishing West Street. He is about \$200,000 short of West Street. We are going to have to find some money here. This is one spot where he thinks we could find some money to cover that.

Town Manager Burbank said, the issue being the poor state of the man holes they found.

DPW Hadaway said there was a change order because of problems caused by the previous contractor. He had to move at least three of the manholes the previous contractor had installed. But that project is mostly sewer. It is up to the Board of Selectmen to decide where to take the money from. DPW Hadaway thinks that this is a good spot to take it from.

Town Manager Burbank said there is a chance that litigation may get some of that money back, however, if we are successful, that will take probably a couple of years. Meanwhile the bills for the current contractor have to be paid. He agreed with Hadaway that the most money spent on the West Street project is sewer-related. We are going to try to take the road box out of Roads and Streets and the water-related expenses out of Water. The water part of the puzzle is pretty straight forward. We have to get rid of that concrete pipe and asbestos and put in ductile, but the sewer is more complicated.

Chair Beaudin said it was a shame that this money (\$109,638) will have to pay for one project when it was intended for so many projects.

Town Manager Burbank said they could look elsewhere in the budget for the money, however, taking the money out of this account would be more in line with what the money was intended for and provide transparency to the taxpayer.

Chair Beaudin said why can't we use the money from the unexpended fund balance?

Town Manager Burbank said the Board of Selectmen can, but that is a decision that the Board of Selectmen will make, not the CIPC. At the end of the year, the Board of Selectmen and the Town Manager can move numbers around so they can reflect where they actually take the money from. For DPW Hadaway's planning, however, this is a place to get some offset for the sewer portion of the West Street project.

Chair Beaudin said he thought that this is a place that DPW Hadaway would want to have money in case there is a problem with the sewer down the road this year so if they use it all now to do the one road (i.e., West Street) he is concerned that the Town will really limit itself if there is a sewer problem somewhere else in town later this year.

Town Manager Burbank responded that the Board has discussed this behind the scenes, subject to change up until the end of the year as numbers become clearer.

DPW Hadaway said there may be savings realized during the course of the project too. The contractor may decide that they do not need to replace everything they anticipate replacing now. Also, he has rehabbed some manhole covers each year using money spent out of his operating budget.

After discussion the following changes were made to Project #57:

- i. *Put \$15,000 in FY 2027.*
- ii. *Note to Finance Director Johnna Hart: Put an asterisk * next to CRF balance 12/31/2021 \$109,638 and a note with an asterisk *Potential to use for West Street project.*

g. Project Number 58: “Replace Sewer Treatment Plant Generator”:

Discussion:

Chair Beaudin asked DPW Hadaway if any changes were needed. The answer was no. Then Town Manager Burbank asked if DPW Hadaway would consider using the \$17,150 in the CRF balance of \$17,150 for West Street.

After discussion no changes were made to Project #58:

- i. *Leave as is.*
- ii. *Note to Finance Director Johnna Hart: Put an asterisk * next to CRF balance 12/31/2021 \$109,638 and a note with an asterisk *Potential to use for West Street project.*

h. Project Number 60: “Dredge Sewer Lagoons and Sludge Removal”:

Discussion:

Town Manager Burbank said the “Next” is not going to be done in 2022. The readings they were getting at the bottom of the sewer lagoon suggests that the Town is looking at about 2-3 more years before the sewer lagoons have to be dredged and sludge removed.

DPW Hadaway agreed and recommended keeping the same schedule. You could put the “Next” at 2024 [2026] with the current balance of \$619,247 you would raise another \$750,000 (\$150,000/year for FY 2022, FY 2023, FY 2024, FY 2025 and FY 2026 so the total amount raised in the plan would be closer to \$1,400,000 required for the project. [\$1,369,247].

Chair Beaudin asked if the Town could use the DuBois money for this purpose. Town Manager Burbank said that money is all done. Chair Beaudin said the money has been submitted, but it has not been expended. You cannot use that money for maintenance. It has to be used for expansion.

DPW Hadaway said every year they dip sludge the lagoons and the depth of the sludge is not at that stage yet.

Chair Beaudin asked DPW Hadaway if he had an updated estimated to do the project. Is it still at \$1,400,000? DPW Hadaway said that number has been increased from the last time the contractor dredged and removed the sludge from the lagoons. DPW Hadaway said he could check on that estimate.

After much adding, multiplying and discussion, the CIPC agreed to make the following changes to Project #60:

- i. *The date in “next” was changed from “2022” to “2024”.*
- ii. *The date in “prompt” was changed from “2016” to “2018”.*

- iii. *The Total Estimated Cost stayed the same at “1,400,000”.*
 - a) *DPW Hadaway will double check on the total estimated cost.*
- iv. *The CRF Balance for 12/30/2022 was left at 150,000.*
- v. *Put \$150,000 in FY 2026.*
- vi. *Leave FY 2027 blank.*

Town Manager Burbank could not remember specifically how much, but his memory was that the Town was building up sludge at a rate of about ½ inch per year.

Chair Beaudin said he wanted to leave it as is. We have the following projects coming on line:

- Dennis Ducharme’s Phase II of RiverWalk at Loon Mountain
- Hampton Inn
- Fairfield Inn
- South Peak Residential Building
- Medical Center
- Urgent Care

Chair Beaudin said until we get a better picture of what is coming on line, we had better leave this Project #60 the way it is. We have a lot of expansion coming up.

Town Manager Burbank said the National Pollutant Discharge Elimination System (NPDES) permit has not been issued yet. Since 2012 the Town of Lincoln has been operating technically without a NPDES permit. That is because our permit expired in 2012. We are in the New England Region. The EPA is trying to catch up. The Town of Waterville Valley’s permit also expired in 2012. Their new permit is requiring them to spend \$25,000,000 for a new Sewage Treatment Plant.

A National Pollutant Discharge Elimination System (NPDES) permit is required for point source pollutants discharged into the surface waters of the United States. The NPDES permit program is delegated to California by the Environmental Protection Agency (EPA) under the Clean Water Act.

DPW Hadaway said he thinks the Town of Lincoln will be seeing a “preliminary” next year from the US Environmental Protection Agency (EPA). Then the EPA will give us a chance to somewhat negotiate with the EPA back and forth with the assistance of the Town’s consultant. The EPA is concerned with limiting the emissions of ammonia, nitrates and mostly phosphates. Town Manager Burbank said the new standards are “really tough”.

DPW Hadaway said when that comes to pass, then the Town will be talking about spending money first from Project #70 “Design/Construct Upgraded Sewer Treatment Plant”. The Town is probably going to be looking at a whole new process that the permit will require us to upgrade to.

i. Project Number 70: “Design/Construct Upgraded Sewer Treatment Plant - PBP”:

Discussion:

DPW Hadaway suggested bringing the \$90,000 out to FY 2027. He said we are talking about a change in process with a minimum of two million dollars (\$2,000,000) or more. For a new sewage treatment plant, you are talking about ten million dollars (\$10,000,000).

With a National Pollutant Discharge Elimination System (NPDES) Permit you might be able to keep the same facility, but you would have to add a whole new process to it to remove the ammonia, nitrates, and phosphates. There have been other municipalities with lagoons that have been able to keep their lagoons. On the other hand, the cost of the whole new treatment plant in Waterville Valley is twenty-five million dollars (\$25,000,000). Waterville Valley has to get rid of their lagoons, however, Mad River is considered a Class A Stream. The East Branch Pemigewasset River is a Class B Stream. That is a huge difference.

Chair Beaudin asked if anyone knows how much money is in the DuBois fund. Town Manager Burbank estimated it was a couple of million dollars.

Note: [Roland DuBois Settlement CRF = \$423,136.98 – the 2020 Ending Balance] per 2020 Town Report.

Town Manager Burbank said the Town of Littleton just went through this EPA process. Littleton just had to add a process to remove the chemicals from their waste. The EPA results are all over the map. However, what is consistent is that once the EPA issues “it” you have about a 3 – 4 ½ year window to negotiate with the EPA. That is the time the EPA gives the municipality to make the change. Although it sounds like a lot of time, we know that it is not. If you are looking at the worst-case scenario, it would be \$8,000,000 - \$10,000,000 for an upgrade. He thinks that Littleton’s cost was around \$4,000,000 - \$5,000,000 to add a process. It is not here yet, but it is coming. We are on the list.

Chair Beaudin said he did not know what the status of our impact fee structure is. Increasing the impact fees might be able to assist in getting money for this project. Town Manager Burbank said we did that. We increased those.

Planner Bont said, the only impact fee in the Town of Lincoln is the \$500 per bedroom impact fees. That is all there is. The amount and purpose of the impact fee never changed from the time it was established. It was established back in around 2008 or something like that. Member Spanos (also Planning Board Chair) corrected her and said the \$500 Bedroom Impact Fee was established in 2004; the Planning Board establishes those fees.

Chair Beaudin said that if we have five (5) years to increase the money in that fund, we should consider increasing those impact fees, especially for sewer. We should increase the impact fees.

Member/Planning Board Chair Spanos said the impact fees only covers the impact a particular development has and the required expansion to accommodate it, not necessarily an upgrade.

Chair Beaudin said he thinks it can do both.

Member Jack Daly said he had a long conversation with Town Attorney Peter Malia about this about a year or so ago. In Massachusetts we call them “linkage fees”; because you are going to do this, we would want you to do that. We are going to give you a special opportunity to expand

your development, we want you to buy the Town a new ballfield.

Member Daly said Town Attorney Peter Malia said, not so in New Hampshire. In New Hampshire the impact fee has to be directly linked to the impact that that development or hotel is making on the facility, (i.e., the sewer and/or the water facility). Definitely you could change the amount of the fee if it has not been changed since 2008 [or 2004].

Town Manager Burbank said this issue has raised its ugly head in the CRVI lawsuit. CRVI is saying that back in the day, we paid and so you cannot hit us again now.

Chair Beaudin said there is a clause in the development agreement between the Town of Lincoln and the predecessor-in-interest about impact fees. Can the Impact Fees be merged into the CIP monies? Can the impact fees be brought up to where they need to be?

Town Manager Burbank said, no, those funds have to be kept separately from those monies raised through taxation.

After discussion, the CIPC agreed to make the following changes to Project #70:

- i. *Increase the CIPC Recommended for FY 2026 from \$0 to \$90,000.*
- ii. *Increase the CIPC Recommended for FY 2027 from \$0 to \$90,000.*

j. Project Number 84: “Sewer Inflow Study (Commercial Funded)”:

Discussion

Town Manager Burbank said he believes that Town Engineer Ray Korber recommends that there are areas in town where the Town should be doing sewer inflow studies. This money should get used within the next couple of years to do the studies to find out if the Town sewer collection system has infiltration issues.

DPW Hadaway said the Total Estimated Cost of \$75,000 is the cost to do the entire sewer collection system. We could use this money to do portions of the project.

Town Manager Burbank does not know when the US Route 3 was done. DPW Hadaway said the whole town was done at one time.

Member Daly asked what the words “Commercial Funded” meant in the title.

DPW Hadaway said Paul Beaudin wanted that language in the title to show that developers pay for it when they seek approval for their development projects. For example, when the proposed Fairfield Hotel was going in at the entrance to Forest Ridge Resort the developer was required to do a Sewer Inflow Study from their site down to “here”. Right on Church Street there is a sewer restriction. (Several people interrupted DPW Hadaway’s explanation of the sewer restriction and started talking over each other and the result was totally unintelligible.)

People stopped talking and at the tail end Chair Beaudin said something about the proposed medical center.

Town Manager Burbank said, if the CIPC keeps that philosophy it works, but ...

Chair Beaudin interrupted and said there might be other parts of Town that you want to check that are not part of a new development.

DPW Hadaway said this Project #84 is for looking at infiltration. This Project #84 is not really for looking at restrictions within the sewer collection system.

Chair Beaudin interrupted and the rest of the discussion is unintelligible.

Chair Beaudin said to leave it the way it is. The rest agreed.

k. Project Number 90: "Laboratory/Office Repairs and Maintenance (Sewer Treatment Plant (STP))":

Discussion

Chair Beaudin asked DPW about this. This Project #90 is for anything the building needs. Right now, the building needs new doors. Chair Beaudin said he thought they were going to redo the laboratory and stuff like that. This project is just for repairs to that building. This is not for a complete rebuild of this building. He does not think the Town should consider reconstructing anything down there. He does not think the lab is going to be there forever.

Chair Beaudin said you already have \$65,109 in that account. Do you really need another \$10,000 for next year? DPW Hadaway said you can hold off on the \$10,000 this year if you want to. The last time he used this account is when he rebuilt the roof and repointed the brick. Next on the schedule are the doors and some other minor repairs.

- i. Decrease the CIPC Recommended for FY 2022 from \$10,000 to \$0.*
- ii. Increase the CIPC Recommended for FY 2027 from \$0 to \$10,000.*

l. Project Number Misc.: "Miscellaneous Maintenance/Repair/Replacement":

- i. No change.*

Tape Recorder failed. Only documenting the changes made to the spreadsheet.

1. Page 25, VI. Department of Public Works, C. 1310-317 Public Works Equipment.

a. Project Number 15: "Replace 2009 100 CFS Portable Compressor":

- i. Put \$5,000 in FY 2027.*

b. Project Number 61: "Replace International 7400 Dump Truck":

- i. No change.*

c. Project Number 62: "Replace Chevy 2500":

- i. Changed "Last" from 2013 to 2020.*
- ii. Changed "Next" from 2020 to 2028.*
 - a. Life expectancy – 8 years.*
- iii. Changed "Prompt" from 2014 to 2022.*

- iv. *Total Estimated Cost stayed at \$50,000.*
- v. *CRF Balance for 12/30/2021 stayed at \$17,505.*
- vi. *Put \$10,000 into CIPC Recommended for FY 2024.*
- vii. *Put \$10,000 into CIPC Recommended for FY 2025.*
- viii. *Put \$10,000 into CIPC Recommended for FY 2026.*
- ix. *Put \$10,000 into CIPC Recommended for FY 2027.*

d. Project Number 63: “Replace Sidewalk Plowing/Mowing Tractor”:

- i. *Changed “Last” from 2006 to 2019.*
- ii. *Changed “Next” from 2021 to 2039.*
- iii. *Changed “Prompt” from 2015 to 2033.*
- iv. *Total Estimated Cost stayed at \$140,000.*
- v. *CRF Balance for 12/30/2021 stayed at \$8,768.*
 - a) *Check this amount with Finance Director Johnna Hart. DPW Hadaway did not think there was any money left over in this account.*

e. Project Number 64: “Replace 2 Frink Snow Plows”:

Discussion

DPW Hadaway said that when he replaces his truck and other pieces of equipment, he is hoping to get a better-quality plow as part of the accessories for the truck in which case we would not need the money for two separate snow plows.

After discussion, the CIPC decided to make the following changes:

- i. *Left “Last” at 2009.*
- ii. *Changed “Next” from 2021 to 2023.*
- iii. *Changed “Prompt” from 2015 to 2017.*
- iv. *Total Estimated Cost stayed at \$18,000.*
- v. *Left CRF Balance 12/31/2020 at \$0.*
- vi. *Reduced CIPC Recommended for FY 2022 from \$9,000 to \$0.*

f. Project Number 65: “Replace 2012 FORD 250 Small Pick-Up”:

- i. *No change.*

g. Project Number 66: “Replace 2011 FORD 550 Dump Truck w/Accessories”:

i. *No change.*

h. Project Number 67: “Replace 2017 GMC 4WD”:

i. *No change.*

i. Project Number 68: “Replace Back Hoe”:

i. *Put \$10,000 in FY 2027.*

j. Project Number 69: “Replace Front End Loader”:

i. *No change.*

a) *Front End Loader has a 17-year life expectancy.*

k. Project Number 103: “Loader Snow Blower Attachment”:

Discussion

DPW Hadaway pushed out this expenditure for another year because the snow blower attachment will not work on the present loader and we were waiting to buy the snow blower attachment until 2022 when we buy the new loader and can put the new snow blower attachment on the new loader.

Based on the current growth in town, the snowblower attachment will be critical in removing snow in the more densely populated areas of town. The snowblower will be used to blow the snow out into the street to be put into dump trucks and taken away.

After discussion, the CIPC decided to make the following changes:

i. *Reduced CIPC Recommended for FY 2022 from \$35,000 to \$17,500.*

ii. *Put \$17,500 in CIPC Recommended for FY 2023.*

l. Project Number 106: “Replace 2017 FORD F550 Plow Truck”:

After discussion, the CIPC decided to make the following changes:

i. *Put \$20,000 in FY 2027.*

m. Project Number 73: “Miscellaneous Maintenance/Repair/Replacement for Public Works Equipment”:

a. Project Number 73a: “Replace/Repair Miscellaneous Equipment”:

After discussion, the CIPC decided to make the following changes:

i. The date “completed last” was changed from “2015” to “ongoing”.

ii. The date in “next” was changed from “2021” to “ongoing”.

- iii. The date in “prompt” was changed from “2015” to “ongoing”.
- iv. Increased the CIPC Recommended for FY 2027 from \$0 to \$2,000.

MOTION to adjourn the meeting at 9:50 AM.

Motion: Paul Beaudin.

Second: James Spanos.

All in favor (4-0).

Date: October 5, 2021

By: 
Paul Beaudin II, Chair

*Note: In 2018 in the CIP Committee meeting of September 4, 2018, the CIPC had a discussion about what portion of Recycle Road the Town of Woodstock is partially responsible for – i.e., for 50% of the expenditures.

CIPC Minutes dated September 4, 2018, page 3:

1. Project Number 30 “Repave Recycle Center Roadway”:

Discussion:

DPW Hadaway said the shim and overlay for the Recycle Roadway will be fully funded by 2020. Questions about what expenses are shared by the Town of Woodstock. Answer: The Town of Lincoln is responsible for the Recycle Road to the second gate – once you are in the second gate down at the facility entrance the Town of Lincoln shares expenses for the Solid Waste Facility with the Town of Woodstock.