



Capital Improvement Program Committee Meeting Minutes

August 21, 2018

Lincoln Town Library, 22 Church Street

Committee Members Present:

1. OJ Robinson, Selectmen's Representative
2. Alfred (Butch) Burbank, Town Manager
3. Mark Ehrman, Planning Board Representative

Committee Members Excused:

1. Cindy Lloyd, Budget Committee Representative

Staff Present:

1. Johnna Hart, Finance Director

Staff Excused:

1. Carole Bont, Planner

Department Heads:

1. Nathan (Nate) Hadaway, Public Works Director

Town Commissions or Trustees Present:

Town Commissions or Trustees absent:

1. Cemetery Trustees: Chair Katie Mack, William (Bill) Conn, & Peter Govoni

Audience: None.

Chair Robinson called the meeting to order at 9:16 AM.

Review of Minutes for August 14, 2018.

Motion to approve minutes for August 14, 2018, with one change on page 3 to say "New hotel".

Motion: Butch Burbank. Second: Mark Ehrman.

Motion carries. (3-0).

PUBLIC WORKS DIRECTOR PRESENTATION RE: WATER

Director of Public Works (DPW) Nate Hadaway submitted a new PLC Request Worksheet to the CIP Committee for a new PLC. Robinson asked what a PLC was. DPW Hadaway then tried to explain what a PLC is and what tasks it performs.

The CIP Committee members discussed and agreed to make the following changes:

1. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. Project Number 91 "Move Loon Booster Pump Station"
 - i. Change the title of Project Number 91 from "Move Loon Booster Pump Station" to "Replace PLC". *[change this in the text of the CIP Report]*

- ii. Change Date of “Completed Last” from 2016 to 2000;
- iii. Change Date of “Next” from blank to 2023;
- iv. Change Date of “Prompt” from blank to 2017;
- v. Put \$10,000 in FY 2019;
- vi. Put \$20,000 in FY 2020;
- vii. Put \$20,000 in FY 2021;
- viii. Put \$25,000 in FY 2022;
- ix. Put \$25,000 in FY 2023;
- x. Change sum “Remaining After 2024 from \$121,762 to -3238;
- xi. Change Total Estimated Cost from \$125,000 to \$100,000.

2. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 3 “Pumps, Controls, Valves, Monitors”:

- i. Change CIPC Recommendation FY 2019 from \$5,000 to \$7,000;
- ii. Change CIPC Recommendation FY 2020 from \$5,000 to \$7,000;
- iii. Change CIPC Recommendation FY 2021 from \$5,000 to \$7,000;
- iv. Change CIPC Recommendation FY 2022 from \$5,000 to \$7,000;
- v. Change CIPC Recommendation FY 2023 from \$5,000 to \$7,000;

Town Manager Burbank excused himself to deal with an unrelated issue at 9:46 am.

3. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 14 “Communications Upgrade to Water System” (radios):

- i. Change CIPC Recommendation FY 2020 from \$10,000 to \$20,000;
- ii. Change CIPC Recommendation FY 2024 from \$0 to \$5,000;

Town Manager Burbank returned at 10:00 am.

4. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 16 “WTP Disinfection System”:

- i. Leave as is: CIPC Recommendation for all Fiscal Years (FY);

5. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 22 “Proposal to Replace Loon Pond Dam”:

- i. Put in CIPC Recommendation FY 2019 of \$0;
- ii. Put in CIPC Recommendation FY 2020 of \$15,000;
- iii. Put in CIPC Recommendation FY 2021 of \$15,000;
- iv. Change “Total Remaining After 2024” from \$393,994 to \$363,994.
(Reducing it by the total of \$30,000 added to FYs 2020 and 2021).

6. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 33 “Water Treatment Plant Media Change”:**
 - i. Put in CIPC Recommendation FY 2024 of \$15,000;
 - ii. Change “Total Remaining After 2024” from \$40,000 to \$25,000. (Reducing it by the total of \$15,000 added to FY 2024).
7. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 35 “WTP Additional Unit #4”:**
 - i. Put in CIPC Recommendation FY 2024 of \$100,000;
 - ii. Change “Total Remaining After 2024” from \$555,600 to \$455,600. (Reducing it by the total of \$100,000 added to FY 2024).
8. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 43 “Water Treatment Plant Building Upgrades and Maintenance”:**
 - i. Put in CIPC Recommendation FY 2023 of \$15,000;
 - ii. Put in CIPC Recommendation FY 2024 of \$15,000;
 - iii. Change “Total Remaining After 2024” from \$15,000 to (-\$15,000). (Reducing it by the total of \$30,000 added to FYs 2023 and 2024).
9. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 48 “Replace River Intake Pumps Reserve”:**
 - i. Change CIPC Recommendation FY 2019 from \$25,000 to \$0;
 - ii. Change CIPC Recommendation FY 2020 from \$25,000 to \$0;
 - iii. Change CIPC Recommendation FY 2021 from \$21,000 to \$0;
 - iv. Put in CIPC Recommendation FY 2022 \$10,000;
 - v. Put in CIPC Recommendation FY 2023 \$10,000;
 - vi. Put in CIPC Recommendation FY 2024 \$10,000;
 - vii. Change “Total Remaining After 2024” from \$0 to \$70,000. (Adding a total of \$70,000 added to FYs 2022, 2023 and 2024).
10. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 50 “Replace/Rebuild Backwash Pumps/Motors”:**
 - i. Put in CIPC Recommendation FY 2024 \$10,000;
 - ii. Change “Total Remaining After 2024” from \$1,160 to \$8,840. (Adding a total of \$10,000 added to FY 2024).

11. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 52 “Replace Finish Water Pumps & 6 VFD’s”:

- i. Put in CIPC Recommendation FY 2024 \$5,000;
- ii. Change “Total Remaining After 2024” from \$10,000 to \$5,000. (Adding a total of \$5,000 added to FY 2024).

12. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 54 “Cleaning Cold Spring Well”:

- i. Public Works Director will get a cost estimate for this item.

13. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 77 “River Crossing at Cold Spring Well”:

- i. Public Works Director will get a cost estimate and more information for this item.

14. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 83 “Replace 10 Torque Valves”:

- i. Change the Project Name from “Replace 10 Torque Valves” to “Replace Torque Valves”
- ii. Put in CIPC Recommendation FY 2024 \$10,000;
- iii. Change “Total Remaining After 2024” from \$7,357 to (-\$2,643). (Adding a total of \$10,000 added to FY 2024).

15. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 92 “Upgrade Water Treatment Plant Reservoir & Culvert”:

- i. Change the title of Project Number 92 from “Replace 10 Torque Valves” to “Replace Torque Valves” by getting rid of the number “10”. *[Change this in the text of the CIP Report.]*
- ii. Change CRF Balance from \$5,391 to \$0 which makes CRF Balance \$163,105. Bottom Total = \$242,987.
- iii. Change “Total Remaining After 2024” from \$160,391 to \$155,000. (Subtracting a total of \$5,391 from CRF Balance).

16. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Project Number 100 “Additional Water Treatment Plan/Tanks”:

- i. Change FY 2024 from \$0 to \$50,000. (Adding a total of \$50,000 to FY 2024).
- ii. Change “Total Remaining After 2024” from \$1,745,000 to \$1,695,000. (Adding a total of \$50,000 to FY 2024).

17. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation

a. Water System Rehabilitation Total:

- i. Under Column “Total Estimated Cost” for “Water System Rehabilitation Total” change \$4,782,900 to \$4,757,900 (by subtracting \$25,000 from the total, due to the Total Estimated Cost of Project Number 91 the PLC Replacement being \$25,000 less than the Total Estimated Cost of Project #91 Moving the Loon Booster Pump Station.).
- ii. Under Column “CRF Balance” for “Water System Rehabilitation Total” change \$237,596 to \$242,987 (by subtracting \$5,391 from the total, due to the CRF Balance of Project #92 “Upgrade Water Treatment Plant Reservoir & Culvert being \$5,391 less).
- iii. Under Column “CIPC Recommended FY 2019” for “Water System Rehabilitation Total” change \$180,000 to \$167,000 by:
 1. Adding \$2,000 for Project #3;
 2. Subtracting \$25,000 from Project #48;
 3. Adding \$10,000 for Project #91;
- iv. Under Column “FY 2020” for “Water System Rehabilitation Total” change \$140,000 to \$162,000 by:
 1. Adding \$2,000 for Project #3;
 2. Adding \$10,000 for Project #14;
 3. Adding \$15,000 for Project #22;
 4. Subtracting \$25,000 for Project #48;
 5. Adding \$20,000 for Project #91.
- v. Under Column “FY 2021” for “Water System Rehabilitation Total” change \$190,000 to \$177,000 by:
 1. Adding \$2,000 for Project #3;
 2. Adding \$15,000 for Project #22;
 3. Subtracting \$50,000 for Project #48;
 4. Adding \$20,000 for Project #91.
- vi. Under Column “FY 2022” for “Water System Rehabilitation Total” change \$135,000 to \$172,000 by:
 1. Adding \$2,000 for Project #3;
 2. Adding \$100,000 for Project #48;
 3. Adding \$25,000 for Project #91.

- vii. Under Column “FY 2023” for “Water System Rehabilitation Total” change \$224,000 to \$276,000 by:
 - 1. Adding \$2,000 for Project #3;
 - 2. Adding \$15,000 for Project #22;
 - 3. Adding \$10,000 for Project #48;
 - 4. Adding \$25,000 for Project #91.
- viii. Under Column “FY 2024” for “Water System Rehabilitation Total” change \$0 to \$220,000 by:
 - 1. Adding \$5,000 for Project Number 14;
 - 2. Adding \$15,000 for Project #33;
 - 3. Adding \$10,000 for Project #35;
 - 4. Adding \$15,000 for Project #43;
 - 5. Adding \$10,000 for Project #48;
 - 6. Adding \$10,000 for Project #50;
 - 7. Adding \$5,000 for Project #52;
 - 8. Adding \$10,000 for Project #83;
 - 9. Adding \$50,000 for Project #100.
- ix. Under Column “Remaining After 2024” for “Water System Rehabilitation Total” change \$0 to \$220,000 by:
 - 1. Changing from \$25,930 to \$10,930 for Project #3
 - 2. Changing from \$393,994 to \$363,994 for Project #22;
 - 3. Changing from \$40,000 to \$25,000 for Project #33;
 - 4. Changing from \$555,600 to \$455,600 for Project #35;
 - 5. Changing from \$15,000 to -\$15,000 for Project #43;
 - 6. Changing from \$0 to \$70,000 for Project #48;
 - 7. Changing from \$1,160 to (-\$8,840) for Project #50;
 - 8. Changing from \$10,000 to \$5,000 for Project #52;
 - 9. Changing from \$7,357 to (-2,643) for Project #83;
 - 10. Changing from \$121,762 to (-3,238) for Project #91;
 - 11. Changing from \$160,391 to \$155,000 for Project #92;
 - 12. Changing from \$1,745,000 to \$1,695,000 for Project #100.
 - 13. Changing from \$3,718,804 to \$3,343,413 For Water System Rehabilitation Total.

CEMETERY TRUSTEES PRESENTATION

The Cemetery Trustees did not send a representative.

NEXT WEEK

Next week the Public Works (except for Solid Waste) and Town Planner. Police Department has been changed to the following week.

Motion to adjourn the meeting at 10:56 AM by Mark Ehrman: seconded by Town Manager Butch Burbank. All in favor. (3-0).

Date: 9/11/2018

By: 
OJ Robinson, Chair

