



Capital Improvement Program Committee Meeting Minutes

September 4, 2018

Lincoln Town Library, 22 Church Street

Committee Members Present:

1. OJ Robinson, Selectmen's Representative and Chair
2. Alfred (Butch) Burbank, Town Manager
3. Mark Ehrman, Planning Board Representative
4. Cindy Lloyd, Budget Committee Representative

Committee Members Excused: None.

Staff Present:

1. Johnna Hart, Finance Director
1. Carole Bont, Planner

Trustees & Department Heads Present:

1. Nathan (Nate) Hadaway, Public Works Director
2. Police Sergeant Joseph DeLuca, Police Department
3. Cemetery Trustee William Conn (came at end of the meeting)

Audience: None.

Chair Robinson called the meeting to order at 9:07 AM.

Review of Minutes for August 28, 2018.

Motion to approve minutes for August 28, 2018, as written.

Motion: Butch Burbank. Second: OJ Robinson.

Motion carries. (4-0).

POLICE SERGEANT JOSEPH DELUCA, POLICE DEPARTMENT PRESENTATION

Police Sergeant Joseph Deluca, Police Department and the CIP Committee members discussed the status of the computer system and the dispatch center with radios and agreed to make the following changes:

1. Page 23, IV. Department of Public Works, A. 1310-309 Police Department
 - a. **Project Number 10 "Upgrade Police Department Computer System"**
 - i. Put in CIPC Recommendation FY 2024 \$5,000.
 - b. **Project Number 21 "Town Wide Dispatch Center" *Need Cost from Nate Hadaway:**
 - i. Put in CIPC Recommendation FY 2024 \$25,000.

PUBLIC WORKS DIRECTOR

A. CONTINUED PRESENTATION RE: WATER

Director of Public Works (DPW) Nate Hadaway and the CIP Committee members discussed and agreed to make changes to the following:

1. Page 24, VI. Department of Public Works, A. 1310-308 Water Rehabilitation
 - a. **Project Number 54 “Cleaning Cold Spring Well” *Need Cost from Nate Hadaway**
 - i. Leave as is for now as DPW Hadaway still does not have a cost for cleaning the Cold Spring Wells.
 - b. **Project Number 3 “Pumps, Controls, Valves, Monitors”:**
 - i. Discussion: DPW Hadaway said he got a second quote for \$10,000 cheaper than the other estimate, however, even with that he is going to be a little over. After much discussion the decided to make the following changes:
 - ii. Put in CIPC Recommendation FY 2024 \$7,000.
 - c. **Project Number 77 “Four (4) River Crossings”:**
 - i. Discussion: DPW Hadaway and CIP Committee members discussed some corrections to be made to the numbers for the River Crossings.
 - ii. Change CIPC Recommendation FY 2019 from \$15,000 to \$10,000; and
 - iii. Change CIPC Recommendation FY 2021 from \$25,000 to \$15,000.

CIP COMMITTEE – FORMATTING CHANGES TO SPREADSHEET

Cindy Lloyd and Mark Ehrman proposed the following changes to the Titles on the Spreadsheet and the other CIPC members agreed:

1. **Change heading for Seventh Column from the left from “CRF Balance” to “CRF Balance as at 1/1/2019”.**
2. **Change heading for top category from “Est’d 01/01/19 CRF Balance” to “Subtotal Est’d 01/01/2019 CRF Balance”.**
3. **Change heading for second from top category from “Un-Allocated CRF Balance” to Subtotal Un-Allocated CRF Balance”.**

PUBLIC WORKS DIRECTOR

B. PRESENTATION RE: SOLID WASTE

Director of Public Works (DPW) Nate Hadaway and the CIP Committee members discussed and agreed to make changes to the following:

2. Page 27, VIII. Department of Public Works, 1310-316 Solid Waste
 - a. **Project Number 29 “Solid Waste – Existing Equipment Replacement Fund”**

- i. Discussion: The last purchase would have been the skid steer. The skid steer was an operating budget item. Woodstock and Lincoln shared the expense 50%-50%. The cost of a second-hand baler runs between \$20,000 and \$30,000. We have one old baler and one new baler. We use the baler to bale cardboard, paper and aluminum.
 - ii. Put in CIPC Recommendation FY 2024 \$10,000.
- b. **Project Number 30 “Repave Recycle Center Roadway”:**
 - i. 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.
 - ii. Leave as is.
- c. **Project Number 59 “Install Truck Scale”:**
 - i. Discussion re: truck scale. DPW Hadaway said there was no support for the truck scale from the Town of Woodstock. Use of a truck scale is a fairness issue. Make the truck scale a discussion item at the Budget Committee meetings and the Town Meeting.
 - ii. Leave as is.
- d. **Project Number 88 “Facility & Land Improvements and Replacements”:**
 - i. No change.

PUBLIC WORKS DIRECTOR

C. PRESENTATION RE: ROADS AND STREETS

Director of Public Works (DPW) Nate Hadaway and the CIP Committee members discussed and agreed to make changes to the following:

1. Page 26, VI. Department of Public Works, D. 1310-306 Roads and Streets

a. Project Number 17 “Side Walk and Bike Path Extensions”

- i. The Side Walk and Bike Path Extensions were dedicated in about 2001. It was intended to go from the Visitors Center in North Woodstock to Lincoln Woods. It was funded through a federal program. Town Manager Burbank said he sat in on the Notch Plan and the project is not dead. The State wants the it to be a four seasons loop – a part of the Franconia Notch loop. The goal is to have the trail run from Cannon Mountain to Lincoln Woods. The goal is still alive with North Country Council Regional Planning Commission. Burbank’s understanding is that the trail cannot exclude snowmobile traffic. The Rails to Trails trail was supposed to link up with this trail as well.

- ii. Leave as is with no funding at this time.
- b. **Project Number 28 “Loon Mountain Road Reconstruction (Octagon Lodge to Boyle Brook)”**
 - i. Discussion: Leave as is.
- c. **Project Number 36 “Beech Wood I Paving & Drainage Repairs”**
 - i. Discussion: Leave as is.
- d. **Project Number 37 “Hanson Farm Road Reconstruction (*See note – *To be funded from Non-CRF Sources)”**
 - i. Discussion: Leave as is.
- e. **Project Number 55 “Rue Gionet Box Out and Drainage”**
 - i. Discussion re: adjustments that need to be made to reduce “pooling” of water. Former DPW Bill Willey put in French drains. These drains should work once the road is boxed out.
 - ii. Leave as is.
- f. **Project Number 71 “Reclaim and Pave West Street & Engineering”**
 - i. Discussion re: the bids submitted were greater than the expected \$800,000. They are considering using water and sewer tap fees to pay for some of the overage because as part of the reclamation project they are upgrading the water and sewer utilities by replacing the 18” sewer pipe with a 21” sewer pipe and a 6” water line with an 8” water line. Discussion ensued regarding how big to make the pipes. DPW Hadaway explained that this project is an “upgrade” rather than a replacement “in kind”. The new system was designed by Engineer Consultants Hoyle & Tanner and reviewed by town engineer Ray Korber of KVPartners, LLC. The new sizes are based on their recommendations. The manufacturers do not make ductile tiles in sizes different than 6” or 8”. DPW Hadaway said he anticipates overspending this account this year so we will need to put in more money next year to bring the balance back to \$0.
 - ii. Put in CIPC Recommendation FY 2019 \$50,000.
- g. **Project Number 72 “Burndy/Old Airport Road/Conant Road”**
 - i. Discussion re: only skim coating and overlay needed. No utilities needed. Do in 2019.
 - ii. Leave as is.
- h. **Project Number 89 “Riverside Cemetery Road Reconstruction”**
 - i. Discussion re: only skim coating and overlay needed. No utilities needed. Do in 2019.
 - ii. Leave as is.
- i. **Project Number 93 “Reclaim Edgewood & Coolidge Roads”**

- i. Discussion re: only skim coating and overlay needed. No utilities needed. Do in 2019.
 - ii. Leave as is.
- j. Project Number 94 “Reclaim Liberty/Eagle Cliff Roads”**
 - i. Discussion re: only skim coating and overlay needed. No utilities needed. Do in 2024.
 - ii. Put in CIPC Recommendation FY 2024 \$50,000.
- k. Project Number 95 “Ongoing Culverts & Drainage Repairs”**
 - i. Leave as “Ongoing”.
 - ii. Put in CIPC Recommendation FY 2024 \$10,000.
- l. Project Number 96 “Sidewalk Maintenance”**
 - i. Discussion re: Redoing Maple Street and small sections of Main Street. This year DPW Hadaway wants to do the 450 feet of sidewalk at Loon. Other sidewalk maintenance and improvements will need to wait another two years or so. The CIP Committee will relook at this line next year after he puts in the sidewalk at Loon. He is set to have the curb setters come during the first week of October at a cost of about \$11,000 - \$12,000 and then the pavers at a cost of about \$11,000 - \$12,000. He described how he will do the project and why.
 - ii. Leave as “Ongoing”.
 - iii. Put in CIPC Recommendation FY 2024 \$12,000.
- m. Add Project Number 107 “Levee Maintenance”**
 - i. The levee project is going to require costly ongoing maintenance. Town Manager Burbank explained that for the first 3-5 years he understands the cost of maintenance will be minimal, but after that the Town has to keep all weeds and brush from growing up between the granite blocks. The Town will also need to hire machines (@ \$1,000/day) in order to replace or reposition granite blocks as the blocks are moved by storm events and to replace the stone chinking between the granite blocks as it comes out. The cost of maintenance will run about \$5,000 per year at today’s costs. The only real “fix” is a properly constructed concrete reinforced wall of approximately 1,800 feet in length which will cost several million dollars. That is not going to happen any time soon. This “solution” ran about \$1,500,000.
 - ii. Put \$5,000 in CIPC Recommendation FY 2019;
 - iii. Put \$5,000 in CIPC Recommendation FY 2020;
 - iv. Put \$10,000 in CIPC Recommendation FY 2021;
 - v. Put \$10,000 in CIPC Recommendation FY 2022;
 - vi. Put \$10,000 in CIPC Recommendation FY 2023; and

- vii. Put \$10,000 in CIPC Recommendation FY 2024.
- n. **“Miscellaneous Maintenance/Repair/Replacement”**
 - i. **a. General Crack Sealing:**
 - 1. Put \$5,000 in CIPC Recommendation FY 2024.
 - ii. **b. Maple Street Overlay:** No changes.
 - iii. **c. Church Street Overlay:** No changes.
 - iv. **d. School Street Overlay:** No changes.
 - v. **e. East Spur Road Overlay:** No changes.
 - vi. **f. Franklin Street Overlay:**
 - 1. Change Total Estimated Cost from \$15,000 to \$20,000;
 - 2. Put in CIPC Recommendation FY 2024 \$5,000.
 - vii. **g. LaBrecque Street Overlay:**
 - 1. Put in CIPC Recommendation FY 2024 \$6,000.
 - viii. **h. Back Alleys Overlay:**
 - 1. Change Total Estimated Cost from \$15,000 to \$20,000;
 - ix. **i. Luann Lane Overlay:** No changes.
 - x. **j. Boyle & Bourassa Overlay:**
 - 1. Put in CIPC Recommendation FY 2024 \$6,000.
 - xi. **k. Railings/Paving Bike Path Along Route 112:**
 - 1. Put in CIPC Recommendation FY 2024 \$5,000.
 - xii. **l. Dodge Place Overlay:** Leave as is.
 - xiii. **m. Pollard Road Overlay:** Leave as is.

PUBLIC WORKS DIRECTOR

D. PRESENTATION RE: PROPERTY & BUILDING MAINTENANCE

Director of Public Works (DPW) Nate Hadaway and the CIP Committee members discussed and agreed to make changes to the following:

- 1. Page 22, II. Department of Public Works. 1310-305 Property & Building Maintenance
 - a. **Project Number 42 “Town Building Infrastructure”:**
 - i. Discussion: According to the estimate from John Baker of North Country Mechanical, Inc., Sugar Hill, NH, the Town Hall building has six (6), five-Ton cooling systems and gas furnaces. The cost is for one individual system is the same for both the Town Hall site and the Library site. The cost is based upon replacing the condensing unit, furnace and evaporator coil. The refrigerant piping will be reused but

will need to be flushed to remove any mineral oil that is present. The PVC exhaust vent will need to be replaced as current codes require the use of materials with a higher temperature rating, such as CPVC. He did not include the cost of a lift to gain access to the higher vent pipes because he thought the Town might have a piece of machinery that could get them up there. The estimated cost of replacing the HVAC coils for Town Hall is \$9,500 per unit and there are six (6) units. The total cost will be \$57,000 (rounded off to \$60,000) within the next three to five (3-5) years.

- ii. Change “Next” from “?” to 2022;
- iii. Put in “Prompt” for 2016;
- iv. Change CIPC Recommendation FY 2019 from \$4,000 to \$12,000;
- v. Change CIPC Recommendation FY 2020 from \$4,000 to \$12,000;
- vi. Change CIPC Recommendation FY 2021 from \$4,000 to \$12,000;
- vii. Change CIPC Recommendation FY 2022 from \$4,000 to \$12,000;
- viii. Change CIPC Recommendation FY 2023 from \$4,000 to \$12,000; and
- ix. Leave CIPC Recommendation FY 2024 at \$4,000.

LIBRARY TRUSTEES

The Library Trustees were not present. However, based on the recent estimated received, the CIP Committee members discussed possible adjustments to the following:

A. Page 29, X. Library, B. 1310-314 Library Building

a. Project Number 18 “Library Building Infrastructure”:

- i. Subparagraph **b. Replace/Maintain HVAC Systems:** On August 30, the Town received an estimate from John Baker of North Country Mechanicals, Inc., Sugar Hill, NH for updating the HVAC system at Town Hall and the Library. According to John Baker, the library has one (1) five-Ton system. The cost is for one individual system is the same for both sites. The cost is based upon replacing the condensing unit, furnace and evaporator coil. The refrigerant piping will be reused but will need to be flushed to remove any mineral oil that is present. The PVC exhaust vent will need to be replaced as current codes require the use of materials with a higher temperature rating, such as CPVC. He did not include the cost of a lift to gain access to the higher vent pipes because he thought the Town might have a piece of machinery that could get them up there. The budget price for the 2.5 Ton system at the library is \$7,500.00.
- ii. There is enough money in this account. Leave as is.

CEMETERY TRUSTEES

PRESENTATION RE: CEMETERY MAINTENANCE EXPENDABLE TRUST

Cemetery Trustee William (Bill) Conn and the CIP Committee members discussed and agreed to

make changes to the following:

A. Page 29, **XI. Cemetery Maintenance Expendable Trust 1310-328**

1. Discussion re: Cemetery Expansion includes a proposed building. Billy Conn indicated that the Cemetery Trustees were getting ready to pour cement. Conn will send Planner a copy of the map showing the location of the proposed building. He does not think he should have to get a Land Use Permit. Planner will discuss with Planning Board at their next meeting.
2. Change "Total Estimated Cost" from \$150,000 to \$160,000.
3. Change CIPC Recommendation FY 2019 from \$3,000 to \$10,000;
4. Change CIPC Recommendation FY 2020 from \$3,000 to \$10,000;
5. Change CIPC Recommendation FY 2021 from \$3,000 to \$5,000;
6. Change CIPC Recommendation FY 2022 from \$3,000 to \$5,000;
7. Change CIPC Recommendation FY 2023 from \$3,000 to \$5,000; and
8. Put in CIPC Recommendation FY 2024 \$6,000.

ADVICE FROM WILLIAM CONN RE: COPPER PIPING

Bill Conn wanted to pass on the following advice re: replacement of water and sewer piping to DPW Hadaway (who had just left). Conn has recently been working on replacing some water and sewer pipes for a few clients in different parts of town. He noted that the copper pipes that he is having to replace are only between 20 and 30 years old, but "the copper pipes are just coming apart". He suggests that DPW Hadaway might want to consider using dense HDPE* plastic pipes instead of copper pipes based on what he has just seen in replacing his clients' pipes. He will try to catch up with Hadaway later.

***High-density polyethylene (HDPE) or polyethylene high-density (PEHD)** is a polyethylene thermoplastic made from petroleum. It is sometimes called "alkathene" or "polythene" when used for pipes.^[1] With a high strength-to-density ratio, HDPE is used in the production of plastic bottles, corrosion-resistant piping, geomembranes, and plastic lumber.

HDPE is known for its large strength to density ratio.^[3] The density of HDPE can range from 930 to 970 kg/m.^[3,4] Although the density of HDPE is only marginally higher than that of low-density polyethylene^[5], HDPE has little branching, giving it stronger intermolecular forces and tensile strength than LDPE. The difference in strength exceeds the difference in density, giving HDPE a higher specific strength.^[6] It is also harder and more opaque and can withstand somewhat higher temperatures (120 C/248 F for short periods). High-density polyethylene, unlike polypropylene, cannot withstand normally required autoclaving conditions. The lack of branching is ensured by an appropriate choice of catalyst (e.g., Ziegler-Natta catalysts) and reaction conditions.

The physical properties of HDPE can vary depending on the molding process that is used to manufacture a specific sample; to some degree a determining factor are the international standardized testing methods employed to identify these properties for a specific process. For example, in Rotational Molding, to identify the environmental stress crack resistance of a sample, the Notched Constant Tensile Load Test (NCTL) is put to use.^[7]

Owing to these desirable properties, pipes constructed out of HDPE are ideally applicable for potable water^[8], and waste water (storm and sewage)^[9].

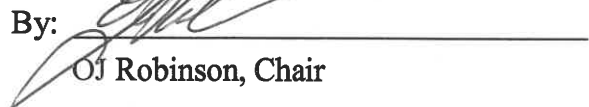
https://en.wikipedia.org/wiki/High-density_polyethylene

NEXT WEEK

Next week the Recreation Director accompanied by Public Works (to address Recreation Buildings and Infrastructure).

**Motion to adjourn the meeting at 9:35 AM by Town Manager Butch Burbank.
Seconded by OJ Robinson. All in favor. (4-0).**

Date: 9-11-18

By: 
OJ Robinson, Chair

