



Capital Improvement Program Committee

Meeting Minutes

July 26, 2022

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. Carina Park, Town Manager

Committee Members Excused: None

Staff Present: Carole Bont, Planner

Staff Excused: Johnna Hart, Finance Director

Department Heads or Committee Member Representative(s) Present:

1. Public Works Director (DPW) Nate Hadaway
2. Recreation Director Tara Tower
3. Cemetery Trustee William (Bill) Conn

Audience: Selectman Tamra Ham

I. CALL MEETING TO ORDER.

Chair Beaudin called the meeting to order at 9:02 AM.

II. MINUTES.

1. July 19, 2022

Motion to approve as written by Jack Daly.

Second by James Spanos.

All in favor.

2. Fixes to the Spreadsheet – Page 24, Project Number 31 1310-324 Village Center Trails & River Front Park – Put in \$10,000 in the CIPC Recommended for FY 2028.

III. CEMETERY TRUSTEE PRESENTATION RE: CEMETERY

Page 30

XI. 1310-328 Cemetery Maintenance Expendable Trust, Project Number 99 Cemetery Expansion

Discussion Re: Project Number 99 Cemetery Expansion:

Chair Beaudin asked Cemetery Trustee Bill Conn if the Cemetery Trustees were still asking for \$5,000 to be put in Project Number 99 Cemetery Expansion FY 2028. Cemetery Trustee Conn said yes.

1. **“Comp’d Last”**: Under the column “Comp’d Last” means “completed last”. No cemetery expansion project has been undertaken yet. For this reason, the cell here is left blank.
2. **“Next”**: Usually the number in this cell reflects the life expectancy of the particular item. Currently there is 2026 in that cell which is the year the Cemetery Trustees originally anticipated doing an expansion of the cemetery.
3. **“Prompt”**: The CIP Committee puts a prompt 6 years prior to the purchase so it can get firmer and more accurate estimate of the cost of replacement and to make sure the Town is on track to save enough money for the purchase. The CIP Committee had “2020” in this cell, 6 years prior to the anticipated expenditure.
4. **“Total Est’d Cost”**: The total estimated cost of the project of cemetery expansion is just a rough estimate until closer in time to the expected purchase. Then a firmer and more accurate estimate of the cost of replacement is obtained. Currently there is “\$160,000” in the Total Estimated Cost cell.
 - a. Chair Beaudin asked, and Cemetery Trustee Conn agreed to this figure.
5. **Cemetery Expansion FY 2028**: *Change from \$0 to \$5,000*

Discussion Re: Town Clerk’s Upcoming Request for Software for Cemetery Records:

Chair Beaudin asked Cemetery Trustee Conn what the Cemetery Trustees thought of the Town Clerk’s request for approximately \$15,000 to go into the CIP for a computer software program, training and support to track cemetery and burial records. (Note: In the Town of Lincoln, the Town Clerk keeps the cemetery and burial records for the Cemetery Commission. This task is not mandated as a Town Clerk responsibility by the State of New Hampshire.)

Cemetery Trustee Conn said the “Cemetery Trustees are not interested at all in the request by the Town Clerk” for this purpose under the Cemetery CIP Budget.

Cemetery Trustee Conn said that if the CIPC agrees to appropriate this kind of money for some reason, whomever the CIPC appropriate this money for “owns it” because “the Cemetery Trustees don’t want nothing to do with it!” The Cemetery Trustees are okay with what is going on right now (i.e., Town Clerk keeping cemetery records manually).

Chair Spanos asked how many lots the Cemetery Trustees “process” per year.

Trustee Conn said “it depends”; he thought they processed only two (2) or three (3) per year. Some years they sell more. Some years they sell less.

Discussion re: Evolving Nature of Proposed Expansion of the Cemetery

Trustee Conn said “They are wanting to add about eleven (11) or twelve (12) singles.” They are working on that now. They are also investigating constructing a crypt. They are trying to see if a crypt “works out right”. They could add to a crypt if a crypt “takes off”.

Chair Beaudin said the original Total Estimated Cost of the proposed cemetery expansion was

\$160,000. The CRF balance as of 12/31/2022 is currently \$77, 386. When do the Cemetery Trustees expect to do the expansion? When will they need this money?

Cemetery Trustee Conn said they do not need the money right off; that is why they are not going to put any more money into an expansion right now because right now they are looking at putting in a crypt. If the crypt “takes off” that will change their cemetery expansion plan again.

Chair Beaudin asked Cemetery Trustee Conn if they wanted to carry out the \$5,000 per year to FY 2028 just to keep it rolling. Conn agreed. “If we change it, we will let you know.”

Discussion re: How Much Room is Left in Cemetery

Member Daly asked what the build out of the single lots there would be if the cemetery was totally built out. How many more singles could you add?

Cemetery Trustee Conn said, “We have a whole section left.”

- Do you know where the Town garage is? The expansion into that whole section has already been designed.
- The new piece we are doing, we are putting... you know where the concrete building is? We would put 6-7 single lots in there.
- You know where the old road that we closed up used to go? We put another 5-6 single lots in there.
- We are not going to do any more lots for more than a double lot for 2 from here on out. If someone wants to buy four lots, they will just have to buy 2 double lots together.

Discussion re: Digitizing Cemetery Records

Cemetery Trustee Conn asked Town Manager Park if the Cemetery Trustees could digitize “our stuff”. Are there companies that can digitize “our stuff” without having to buy any computer software? Town Manager Park said she imagines there are. She does not know of any off hand, but she could look into it. Cemetery Trustee Conn would like Town Manager Park to do so.

Discussion re: Upcoming Interim Expenditures and Estimated Shortfall in 2028

Member Spanos asked Cemetery Trustee Conn if he was going to take out any money between now and 2028. Cemetery Trustee Conn said they would be taking out a little bit “if we do the crypt thing”. They are in the process of trying to get a crypt priced out.

Member Spanos said he looked at the ending balance of \$57,614 as that is how much money they will still have to come up with after putting in \$30,000 (\$5,000/year) over the next six (6) years. He was wondering when they intended to do the expansion because in 2028, they will be \$57,614 short of what they need and if they are planning to take money out, they will be that much shorter of reaching their goal.

Cemetery Trustee Conn said they did not anticipate taking very much out.

Cemetery Trustee Billy Conn left the meeting.

Note from 2021: Cemetery Trustee Conn said that next year the Cemetery Trustees will figure out where they are headed. Right now, they are up in the air. They are looking at one of those stand-up crypts. They may go that route for cremations if they can. They are playing around with that idea and if they do create a "stand-up crypt" they will not need as large an expansion as they originally contemplated. That is when they will deal with the roads. After they decide whether to go with the standup crypt, they are going to go down through the sections of roadway and see where they have to cut trees because the roots of the trees have got to come out. We cannot just repave the roadway. Right now, the roadway is just all natural speed bumps.

IV. RECREATION DIRECTOR TARA TOWER PRESENTATION

Page 28.

IX. 1310-321. Kanc Equipment

A. Parks

Chair Beaudin reviewed the spreadsheet:

Project Number 5 Van Replacement 2018 Ford Transit

- a. **"Comp'd Last"**: The Town last purchased the Van Replacement 2018 Ford Transit in 2019.
- b. **"Next"**: Usually the number in this cell reflects the life expectancy of the particular item. The van had a four (4) year life expectancy. This means the Town expected to replace this particular van in 2022.
- c. **"Prompt"**: The CIP Committee puts a prompt 6 years prior to the purchase so it can get firmer and more accurate estimate of the cost of replacement and to make sure the Town is on track to save enough money for the purchase. The CIP Committee had 2016 in this cell.
- d. **"Total Est'd Cost"**: The total estimated cost of the project of cemetery expansion is just a rough estimate until closer in time to the expected purchase. Then a firmer and more accurate estimate of the cost of replacement is obtained. Currently there is "\$35,000" in the Total Estimated Cost cell.
- e. **"CRF Balance 12/31/2022"**: \$6,500
- f. **CIPC Recommended FY: 2023:** \$10,000
- g. **CIPC Recommended FY: 2024:** \$10,000
- h. **CIPC Recommended FY: 2025:** \$10,000

Discussion re: 2 Vans:

Recreation Director Tara Tower said that this summer the Recreation Department ended up operating just two (2) vans instead of the three (3) vans they usually operate during the term of the summer camps: two (2) vans owned by the Town plus one (1) leased van for the term of the summer camps. The Recreation Department was a van short this year because there were no rental vans available this summer. She is hoping that the vehicle shortage turns around and they can rent a van for the summer next year. Their inability to rent a van means that they put

significantly more milage on each of the Town's two (2) vans all summer long, every day, with Adventure Camp, [possibly reducing their life expectancy].

In response to Chair Beaudin's inquiry, Director Tower agreed she was okay with that Project Number as proposed. The 2016 van is the older van and the older van will be replaced first in 2023.

i. No changes were made.

Discussion re: Playground Equipment:

Chair Beaudin read through the spreadsheet:

Project Number 75 Replace Playground Equipment at Kanc Rec

Recreation Director Tara Tower said she has just been "pushing along" the playground equipment, replacing woodchips and things like that, however, the equipment will eventually need to be replaced.

i. No changes were made.

Further Discussion re: Two (2) Vans:

1. Project Number 87 Replace 2016 Ford Transit; and

2. Project Number 5 Van Replacement 2018 Ford Transit

Chair Beaudin asked Recreation Director Tower if the CIPC needed to put any more money into any of these categories.

Recreation Director Tara Tower said in prior years she and the CIPC decided it was better to replace the vans on a regular cycle because in the past when they hold onto the vans for an additional year, the vans incurred high-cost repairs in their last year.

Recreation Director Tower said hopefully the cost of the van has not gone up since she last replaced one in 2019.

Chair Beaudin asked if the CIPC could push out the purchase of this van scheduled to be replaced in 2022 out to 2025 or 2026.

Recreation Director Tower said she was concerned that without the summer rental van for the long trips associated with Adventure Camp, the amount of wear and tear on each of the two (2) vans will be much greater. Recreation Director Tower was reluctant to do that.

CIPC Changes:

- a. Chair Beaudin said the CIPC should push the purchase date of the van out two (2) more years, changing the "Next" from 2023 to 2025. No one spoke up. He changed it.*

Chair Beaudin read through the spreadsheet:

Project Number 87 Replace 2016 Ford Transit

- a. "Comp'd Last":** The Town last purchased the Replace 2016 Ford Transit in 2017.
- b. "Next":** The van had a four (4) year life expectancy. This means the Town

expected to replace this particular van in 2023.

- c. **“Prompt”**: The CIP Committee puts a prompt 6 years prior to the purchase so it can get firmer and more accurate estimate of the cost of replacement and to make sure the Town is on track to save enough money for the purchase. The CIP Committee had 2017 in this cell, 6 years prior to 2023.
- d. **“Total Est’d Cost”**: The total estimated cost of the van is just a rough estimate until closer in time to the expected purchase. Currently there is “\$35,000” in the Total Estimated Cost cell.
- e. **“CRF Balance 12/31/2022”**: \$27,706
- f. **CIPC Recommended FY: 2023**: \$8,000
- g. **Remaining After 2028**: (-\$706), meaning the account will have \$706 more than the Total Estimated Cost goal of \$35,000 or \$35,706.

Recreation Director Tara Tower said the 2016 Ford Transit is the van that will be replaced first.

Planner Bont recommended that she recheck on the van prices as recently prices for all vehicles have increased significantly due to global supply shortages of raw materials and finished goods as well as the global shipping crisis. Tower agreed and said right now she cannot even get a van to lease. Member Daly asked if she had compared prices recently. Recreation Director Tower said she had not.

Selectman Ham (from the audience) said, according to the MSRP right now, the sales price on a 2023 Ford Transit Van is \$44,320. (She looked it up during the discussion.)

Note: Manufacturer's Suggested Retail Price (MSRP)

Manufacturer's suggested retail price (MSRP) is the price that the maker of a product recommends for it in customer-facing retail stores.

A MSRP is commonly 2.5 to 3 times a wholesale price. Typically, retail establishments set their list price at or below the MSRP. In sales, the MSRP is often used to show the discount that may be possible because of the seller's volume buys or manufacturer's promotions. A MSRP may also be inflated to make the offered retail price appear more attractive.

Town Manager Carina Park said we need to change the Total Estimated Cost for the vans and to put more money in those accounts to have enough money to buy the vans when they are due.

Member Spanos asked if the Town gets a discount because the purchaser is a municipality. Can the Town get a fleet price? Can the Town piggyback onto a NH State fleet price? Recreation Director Tower said right now we just cannot get a van.

Public Works Director Nate Hadaway said that even if the Town gets a NH State fleet bid price through a fleet purchase through a Ford dealership, the Town is only going to save between \$2,000 and \$3,000 in total.

Proposed Changes re: Two (2) Vans:

The CIPC agreed to the following changes:

Project Number 87 Replace 2016 Ford Transit

- a. Change Total Estimated Cost to \$45,000, from \$35,000.*
- b. CIPC Recommendation FY 2023: Increase from \$8,000 to \$18,000.*

Town Manager Park said it makes sense if the last van lasted six (6) years then we can push this van out to six (6) years.

Project Number 5 Van Replacement 2018 Ford Transit

- a. Change Total Estimated Cost to \$45,000, from \$35,000.*
- b. Increase to \$18,000 (from \$8,000) in CIPC Recommendation FY 2023.*

Planner Bont recommended that they increase the amount of money being put into the capital reserve fund for FY 2023, FY 2024 and FY 2025 [i.e., from \$10,000 (to \$12,900 or \$13,000)] to make up the difference.

Chair Beaudin said no, we do not have to purchase the van for two (2) years, so we can make up the difference later and “make those adjustments as we go”. The reason we should change the Total Estimated Cost for Project Number 87 “Replace 2016 Ford Transit” is because we are going to purchase it next year.

Discussion Re: Project Number 59 Solar Panels:

Chair Beaudin read through the spreadsheet:

Misc. Maintenance/Repair/Replacement: Project Number 59 Solar Panel

Discussion:

Recreation Director Tower said she was looking to cut costs associated with running the Kanc Rec Ski Area, a subject the CIPC discussed in the past. One idea was to use solar panels to power the Kanc Ski Area, however, she learned that it was not going to save the Town the amount of money that she had hoped. Her original idea was to try to offset the cost of electricity for the snowmaking.

Chair Beaudin said that given the fact that the NH Electric Cooperative Inc. (the CO-OP”) is proposing to increase the cost of electricity significantly (and every household is going to pay at least a \$1,000 more than they did last year) maybe this project should be revisited.

PLYMOUTH, NH (June 28, 2022) – New Hampshire Electric Cooperative (NHEC) is increasing its Co-op Power Charge from 9.62 cents per kilowatt-hour (kWh) to **16.98 cents per kWh**. The new rate will take effect with bills rendered on or after August 1, 2022. <https://www.nhec.com/nhec-sets-new-power-rate/>.

Current Cost: \$9.62

August 1, 2022 Increase: +\$7.36

Total August 1, 2022 Cost: \$16.98 (77% increase)

<https://www.nhec.com/nhec-sets-new-power-rate>

Recreation Director Tower said she had worked with Plymouth Area Renewable Energy Initiative (PAREI) a nonprofit solar organization out of Plymouth, NH, re: possible grants.

Plymouth Area Renewable Energy Initiative (PAREI) has coordinated implementation of the recent solar projects and energy efficiency measures with help from NH Charitable Foundation funding. PAREI focuses its efforts largely on the nonprofit sector.

<https://www.nhcf.org/what-were-up-to/solar-powered-mission/>

PAREI has an electrician who they work with. The electrician found some emergency needs that needed to be corrected immediately. They had mice nests in a couple of their panel boxes back behind the fuses and some connections were unsafe. The Kanc Rec building has been added to over the years and some of the wiring was not placed into conduits like it should have been so the electrician upgraded those areas to address all of the safety concerns. The electrician gave them a price to put solar panels on the new garage. Their thought was that we would look into adding solar panels when we had a new roof and it would be safe to install the panels and cost effective.

Chair Beaudin asked Recreation Director Tower to ask PAREI to relook at this proposed solar project and see how the current forecast for the increase in electrical rates would affect their cost benefit analysis. Recreation Director Tower agreed.

Town Manager Park said when she first came on board she looked into solar panels and a lot of the grant programs were no longer grants available. The programs that were available were rebate programs or a low interest loan program. Additional funding might become available in the future, but there is no grant funding at this time.

DPW Hadaway said the electrician explained how the solar panel system works to him and Recreation Director Tower. They learned that the use of solar panels would offset the cost of electricity for everything MINUS the 3-phase power for the snow guns and the power for operating the snowmaking. The solar panels would offset the cost to run all of the lights, and all of the other equipment the Town has over at the Kanc Rec Ski Area.

Recreation Director Tower said that the electrician did not recommend overbuilding and selling electrical power back to the utility because the price the solar panel owner gets back from the utility is sixty cents (\$0.60) on the dollar (\$1.00). The electrician recommended the Town just install solar panels of a size for what the Town needs for power.

Chair Beaudin said if they do not think installing solar panels at the Kanc Rec Ski Area is worth it, then fine. Recreation Director Tower said she thinks solar power is the right thing to do for the future. Chair Beaudin said if the price of power is going up so much it might make sense to

install solar power sooner rather than later.

Recreation Director Tower said she would look into solar panels again.

IX. 1310-321 Kanc Equipment

B. Ski Slope

Discussion Re: Project #13 Replace Snow Guns:

Project Number 13 Replace Snow Guns

1. Areco 2011

2. Areco, Jr. 2009

DPW Nate Hadaway suggested keeping the schedule of replacement for Areco, Jr 2009 snow gun. This snow gun is the smallest snow gun.

Member Daly suggested getting a used snow gun from another ski area. He suggested that “someone” contact Kenneth Mack who lives in Town and works for HKD and ask for a donation of some type from HKD.

Note: HKD Snowmakers manufactures snowmaking technology including HKD air/water snowguns, HKD fan guns, KLiK hydrants, the Tracker and iSno controls and automation. In 2018, HDK Snowmakers acquired the Controls, Monitoring and Automation business of “Sno.matic”, in Lyme, NH. The newly formed iSno Controls and Automation division of HKD Snowmakers remains in Lyme, New Hampshire.

Chair Beaudin said, “That would be a good job for you, Jack!” Member Daly said he could do that. He will be seeing Kenny Mack at a meeting tomorrow afternoon.

Recreation Director Tower said the Town got one snow gun from Waterville Valley several years ago. We said we would “store” it for them. We still have it.

3. Pole Cat-SMI 2014

Recreation Director Tower reminded DPW Hadaway that when they replaced the last snow gun, they learned that \$15,000 was not enough to pay for a used snow gun.

Selectman Ham (from the audience) googled and shared with the CIPC that the average cost of one *used* snow gun is currently between \$20,000 and \$35,000. All of the snow guns we have were used when we purchased them.

Recreation Director Tower said that based on the increased cost the CIPC might have to push the replacement “next” dates out another year to give the Town enough time to save enough money to replace the snow guns by the “next” date.

Agreed to Changes for Snow Guns:

Project Number 13 Replace Snow Guns

1. Areco 2011 (Increase Total Estimated Cost)

a. “Total Est’d Cost”: Changed from \$15,000 to \$20,000.

b. CIPC Recommended FY: 2025: Changed from \$0 to \$5,000

2. Areco, Jr. 2009 (Push purchase out another year)

- a. **"Next"**: Usually the number in this cell reflects the life expectancy of the particular item. The life expectancy of this snow gun for us is 10 years to be replaced next in 2024, HOWEVER, there will not be enough money in 2024 unless the annual amount set aside increases or the "next" purchase is pushed out another year. (**"Next" should be changed from 2024 to 2025.**)
- b. **"Total Est'd Cost"**: Changed from \$15,000 to \$20,000.
- c. **CIPC Recommended FY: 2025**: Changed from \$0 to \$5,000

3. Pole Cat-SMI 2014 (Push purchase out another year)

- a. **"Next"**: Usually the number in this cell reflects the life expectancy of the particular item. The life expectancy of this snow gun for us is 7 years to be replaced next in 2025, HOWEVER, there will not be enough money in 2025 unless the annual amount set aside increases or the "next" purchase is pushed out another year. (**"Next" should be changed from 2025 to 2026.**)
- b. **"Total Est'd Cost"**: Changed from \$15,000 to \$20,000.
- c. **CIPC Recommended FY: 2026**: Changed from \$0 to \$5,000

Further Discussion Re: Snow Guns:

From the audience, Selectmen Ham asked if the snow guns will last if we push the purchase dates out another year. DPW Hadaway said he thought so.

Member Spanos asked if they could just refurbish the snow guns instead of replacing them? DPW Hadaway said we purchased the snow guns already completely refurbished. Member Spanos asked whether they could just refurbish the snow guns a second time to make them operational. Can't we send the snow guns out to someone to refurbish them again?

DPW Hadaway said a company that refurbishes snow guns is not going to refurbish a gun for much less than it costs to buy another one second hand.

Recreation Director said that Ryan Smith has taken the snow guns apart before, cleaned all of the nozzles and then put them back together. DPW Hadaway said the Public Works Department does extensive maintenance on the snow guns every year. For example, they change the oil in the compressors, clean the nozzles, and replace all of the hoses that they need to. Usually just the compressor hose needs to be replaced every year.

Discussion Re: Bombardier Groomer:

Project Number 78 Repair/Replace Bombardier Groomer 2005

- a. **"Comp'd Last"**: "Comp'd Last" means "completed last". The 2005 Bombardier Groomer was purchased in 2018.
- b. **"Next"**: Usually the number in this cell reflects the life expectancy of the particular item. The life expectancy of the snow gun for us is 7 years to be replaced next in 2025.
- c. **"Prompt"**: The CIP Committee puts a prompt 6 years prior to the purchase so it can get firmer and more accurate estimate of the cost of replacement and to make sure the Town is on track to save enough money for the purchase. The CIP Committee has 2020 in this cell.

- d. **“Total Est’d Cost”**: The total estimated cost of the project of the proposed snow gun was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is “\$100,000” in the Total Estimated Cost cell.
- e. **“CRF Balance 12/31/2022”**: \$17,243
- f. **CIPC Recommended FY: 2023**: \$10,000
- g. **CIPC Recommended FY: 2024**: \$10,000
- h. **CIPC Recommended FY: 2025**: \$20,000
- i. **CIPC Recommended FY: 2026**: \$20,000

(The below discussion happened with people loudly talking over each other – it was hard to understand what people actually said.)

Member Daly asked if the groomer was used. Recreation Director said yes.

Town Manager Park asked if the groomer was going to last until 2027. DPW Hadaway said yes.

Member Daly asked if this was the used groomer that Ryan Smith picked up really cheaply and then rebuilt. DPW Hadaway said yes.

DPW Hadaway recommended putting in another \$20,000 in the CIPC Recommended FY: 2027: changing from \$0 to \$20,000, giving the fund about \$107,000.

Selectmen Ham speaking from the audience said that as of July 1, 2022, the average price of a used snowcat in serviceable condition varies from \$115,000 to \$150,000; \$100,000 is not enough to buy a used serviceable groomer. (No one responded.)

Agreed to Changes for Bombardier Groomer:

Chair Beaudin recommended the following changes:

Project Number 78 Repair/Replace Bombardier Groomer 2005

- a. **CIPC Recommended FY: 2027: Change from \$0 to \$20,000.**
- b. **“Next”**: *The life expectancy of the used 2005 groomer for the Town is 7 years to be replaced next in 2025. However, at the current rate of savings, the Town will not have enough money to purchase the groomer in 2025 so the CIPC wants to push the purchase of a new used groomer out another 2 years to 2027 when the 2005 used groomer will be 22 years old versus 25 years old (i.e., pushing the life expectancy of the 2005 used groomer for the Town from 7 to 9 years of service.)*
- c. **Prompt: Change from 2020 to 2021.**

Planner Bont said even if you add another year at \$20,000 you still are not going to have enough money in the Capital Reserve Fund to buy a used groomer; the CIPC needs to change the Total Estimated Cost as well.

Chair Beaudin said we are not going to purchase the groomer this year. It is only an estimated cost so we can figure it out later.

Recreation Director Tower said we have been fortunate in the past because we have been able to get something on a trade in. DPW Hadaway said that the last time we had a trade-in we did not get much for the trade in. It is hard to tell what kind of condition the groomer will be in in 2027

when we trade it in so it will be hard to judge what kind of value we would have, to estimate any kind of trade-in value.

Chair Beaudin said we can adjust those figures later because it is only 2023 now and we are not purchasing a new one until 2027.

(Loudly talking over each other. Hard to decipher what was said.)

Member Daly asked Recreation Director Tower if the Total Cost Estimate of \$100,000 already took into consideration any trade value. DPW Hadaway: Yes. Right now, the groomer we are using has a value of between \$35,000 and \$40,000.

Selectman Tamra Ham, from the audience, asked what about in five (5) years? What will be the value then? DPW Hadaway said that if you add five (5) years of use to the groomer, the value will obviously decrease.

Discussion re: 79 Repair/Replace Caterpillar Diesel Tow Engine

Project Number 79 Repair/Replace Caterpillar Diesel Tow Engine

- a. **“Comp’d Last”**: The Caterpillar Diesel Tow Engine was purchased in 2005.
- b. **“Next”**: The life expectancy of the Caterpillar Diesel Tow Engine for us was 14 years to be replaced next in 2019.
- c. **“Prompt”**: The CIP Committee puts a prompt 6 years prior to the purchase. The CIP Committee has 2013 in this cell.
- d. **“Total Est’d Cost”**: The total estimated cost of the project of the proposed snow gun was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is “\$15,000” in the Total Estimated Cost cell, however, in 2021 we said we needed a better estimate.
- e. **“CRF Balance 12/31/2022”**: \$14,283
- f. **CIPC Recommended FY: 2023**: \$0

(Loudly talking over each other. Hard to decipher anything that was said.)

Planner Bont suggested that the CIPC fix the dates.

Chair Beaudin asked DPW Hadaway how the engine was doing. DPW Hadaway said “so far, so good”. Every year they see how the engine is doing. They have the total amount of money for the purchase price in case the engine fails; if the engine fails, they can access the money already sitting in the Capital Reserve Fund for this purpose.

Town Manager Park asked if the price of \$15,000 was still the price of purchasing a replacement engine. DPW Hadaway will check to see what the cost of a replacement engine is now.

Chair Beaudin asked if the engine had been in service here since 2005. DPW Hadaway said, yes.

Chair Beaudin asked if the engine had been rebuilt? DPW Hadaway said he does not know if the engine is a wet- sleeve cylinder engine (i.e., rebuildable engine) or not. Some of the smaller ones are not.

Chair Beaudin asked if the engine can be rebuilt? DPW Hadaway will have to check. He has to speak with Caterpillar about his loader issue and will ask them about the tow engine as well.

The cost increases are insane everywhere for both equipment and materials.

Agreed to Changes to Caterpillar Diesel Tow Engine:

Project Number 79 Repair/Replace Caterpillar Diesel Tow Engine

- a. **"Next"**: *The life expectancy of the Caterpillar Diesel Tow Engine for the Town was 14 years to be replaced next in 2019. CIPC changed the date to 2023 (next year) when the engine will be 18 years old.*
- b. **"Prompt"**: *The CIP Committee changed the prompt from 2013 to this year 2022 (2022 is not 6 years prior to the anticipated expenditure; should be 2017.)*
- c. **"Total Est'd Cost"**: *Currently there is "\$15,000" in the Total Estimated Cost cell, however, in 2021 CIPC said we needed a better estimate. DPW Hadaway will get a better estimate in a couple of days.*

Discussion re: 108 Ski Slope Infrastructure

Project Number 108 Ski Slope Infrastructure

Miscellaneous Maintenance/Repair/Replacement

A. Snow Making Pump & Motor ("Etc." or "& snowmobile"?)

Chair Beaudin asked if this project number 108 Ski Slope Infrastructure was just a placeholder. Recreation Director Tower said this category of Ski Slope Infrastructure includes what is listed below as Miscellaneous Maintenance/ Repair/ Replacement (A) Snow Making Pump & Motor. That is where she is looking to put the new (B) Snowmobile which is only \$10,000, not \$15,000 to meet the threshold amount to justify its own Capital Reserve Fund line. The snowmobile is really part of the infrastructure needed to operate the Kanc Rec Ski Area.

Chair Beaudin asked Town Manager Park if she wanted to put this expenditure of \$10,000 in the regular budget for the Recreation Department or should it go in the CIP as part of the Ski Slope Infrastructure.

Town Manager Park asked Chair Beaudin why he thought that the Town Manager was the person to make that decision. Town Manager Park said the CIPC establishes its own rules and procedures and it is up to the CIPC to follow those rules, not to ask her as Town Manager to make the decision for them. Does the CIPC want to reduce the threshold amount to \$10,000 or include these types of expenditures in the CIP? It is up to the CIPC. You just need to be consistent across the board for all departments and committees.

DPW Hadaway said the snowmobile was not initially put into the CIP because at the time it was purchased the purchase price of the snowmobile was only \$7,000 – well below the CIP threshold amount of \$15,000. Recreation Director Tower said in the past the Recreation Department had received donated snowmobiles so that was not something they had to budget for.

Town Manager Park asked if \$10,000 was truly the cost of a snowmobile today. DPW Hadaway said it was when they were trying to order it. Acquisition of any type of vehicle is difficult at this time.

Member Daly said he felt comfortable leaving miscellaneous items like this snowmobile in the miscellaneous section, just like the BOS does with the Public Works Department when he needs a \$12,000 welder. He does not have a problem with the snowmobile not meeting the \$15,000

threshold all by itself. He felt comfortable with grouping related items like this.

Planner Bont pointed out that the CIPC has been grouping related items together in the CIP for many years.

Chair Beaudin said if we are going to group things in the CIP then we should establish parameters for what can and cannot be grouped because as a Budget Committee member he is going to start looking at Department Heads' operational budgets and the next thing he knows he is seeing things in the CIP that should be in the operational budget or things in the operational budget that should be in the CIP. Department heads could group a bunch of operational expenditures together that are related to maintenance and call it \$15,000 and put it in the CIP instead of the operational budget. Should building maintenance items be in the CIP or the Department Head's annual Operational Budget? For example, when you paint the building, should that be in the Operational Budget or the CIP?

Town Manager Park pointed out that she got a quote for painting the interior of the upstairs of Town Hall and the cost of that one building maintenance task alone was \$25,000.

(Loudly talking over each other. Hard to decipher what was said.)

Chair Beaudin said there are items that are under the threshold amount of \$15,000 that should go into the operational budget. That is why the bylaws say the threshold amount is \$15,000. The bylaws do not say anything about grouping or not grouping. He does not care whether they do it or not, but he thinks we should clearly spell out what the parameters are and be consistent.

(Loudly talking over each other. Hard to decipher what was said.)

From the audience, Selectmen Tamra Ham said the CIPC is already grouping related items under the Kanc Rec Infrastructure and it works well.

Member Jack Daly agreed; what items are grouped together is going to differ from department to department. He thinks as long as the CIPC is consistent, the CIP is fine as is.

Chair Beaudin polled the board.

- Member Spanos: Leave it as is.
- Member Daly: Leave it as is.
- Town Manager Park: Is okay with that, just wants to be consistent. Wanted to add \$10,000 to the Miscellaneous Maintenance/Repair/Replacement category for the snowmobile.

Changes Proposed: None.

Discussion Re: Project Number 108A Snow Making Pump and Motor & Miscellaneous Maintenance/Repair/Replacement:

1. **Project Number 108A Snow Making Pump and Motor**
2. **Miscellaneous Maintenance/Repair/Replacement**
 - a. **Snow Making Pump & Motor & snowmobile**

Recreation Director Tower needs to trade in the current snowmobile this year. Right now, there is \$5,000 in the CRF Balance 12/31/2023 account for the Snowmaking Pump and Motor.

DPW Hadaway said we do not need a new snowmaking pump and motor this year, but safety-wise we do need a new snowmobile. We had a safety issue with the snowmobile this past winter; an operator of the snowmobile had the snowmobile slide back down the icy slope because the snowmobile does not have a studded track.

Town Manager Park suggested adding a “B” to this category for the snowmobile with \$10,000.

Chair Beaudin said, “Does it really matter?” Because at the end of the day, it is a Kanc Equipment category and money in that category can be used “all of the way up and down”; you can move money in this category from one item to another.

Miscellaneous Maintenance/Repair/Replacement

a. Snow Making Pump & Motor (“Etc.” or “& snowmobile”?)

Chair Beaudin read through the spreadsheet:

- a. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The Snow Making Pump and Motor were last replaced in 1993.
- b. **“Next”**: The life expectancy of the snow making pump and motor purchased in 1993 on the Ski Slope Infrastructure is 33 years. After 33 years, the Snow Making Pump and Motor will be due to be upgraded or replaced “next” in 2026.
- c. **“Prompt”**: The CIP Committee has 2020 in this cell – 6 years prior to the anticipated date of purchase of 2026.
- d. **“Total Est’d Cost”**: The total estimated cost of the proposed snow making pump and motor was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is “\$18,000” in the Total Estimated Cost cell for the snow making pump and motor alone.
- e. **“CRF Balance 12/31/2022”**: \$5,000
- f. **CIPC Recommended FY: 2023**: \$5,000
- g. **CIPC Recommended FY: 2024**: \$5,000
- h. **CIPC Recommended FY: 2025**: \$5,000
- i. **CIPC Recommended FY: 2026**: \$5,000
- j. **CIPC Recommended FY: 2027**: \$5,000
- k. **CIPC Recommended FY: 2028**: \$0

Proposed Changes:

Chair Beaudin proposed the following changes:

Miscellaneous Maintenance/Repair/Replacement

a. Snow Making Pump & Motor (“Etc.” or “& snowmobile”?)

- i. **“Total Est’d Cost”**: *Change the sum in the Total Estimated Cost cell for the Snow Making Pump and Motor alone from “\$18,000” to a total of \$28,000 by adding \$10,000 for the snowmobile to this line.*
- ii. **Title of the Fund to Reflect Addition of Snowmobile NOT Changed:**

Planner Bont asked Chair Beaudin if he was going to rename the line "Snow Making Pump & Motor" to something like "Snow Making Pump & Motor & Snowmobile" to reflect the fact that more than the Snow Making Pump & Motor are going to be in this line. Chair Beaudin said, "Nope. We are just going to leave it the way it is and put the balance of \$28,000 in the 'Total Estimated Cost'."

iii. CIPC Recommended FY: 2023: Changed from \$5,000 to \$15,000.

Chair Beaudin said the no representative from the Town of Woodstock Board of Selectmen is coming to this meeting. Planner Bont did notify the Woodstock Board of Selectmen about the CIPC Meeting. Judy Welch told Jane Leslie that she let the Woodstock Board of Selectmen know about the CIPC meeting.

Page 29.

1310-302. Community Center

Project Number 39 Community Center Building Infrastructure

Chair Beaudin read through the spreadsheet:

Discussion Project Number 39 Community Center Building Infrastructure (Entryways & Ramps):

Recreation Director Tower explained that the project proposed is to install two airlock entryways, one into the Childcare Center and the other as part of the main entrance to the Community Center building for a safer and more ADA compliant entryway. Currently when people enter the building there are safety issues. Unfortunately, getting subcontractors to give them quotes for different parts of the project has been challenging.

Right now, the main entrance has a ramp and the Child Care Center has an outdated ramp with an incorrect slope. The slope of the ramp into the Child Care Center does not comply with ADA standards and the ramp sends ramp users straight out into the parking lot. They have to redo the entryways for both the Main Entrance and the Childcare Center. In order to do so, the propane tanks have to be relocated. Currently, the propane tanks are located on the side of the building near the ramp. These tanks would have to be moved to the area between... [the ramps?].

Member Daly asked DPW Hadaway if the Town could do the work "in house" with its current staff and equipment. DPW Hadaway said that was the plan. He needs to get things worked out with the Recreation Director Tara Tower. Once he gets a rough roof over it (?), get things ironed out with Recreation Director Tara and they pick a contractor, then the Public Works Department will rent an excavator and then do the excavation work.

Chair Beaudin asked when are you looking to do it? Recreation Director said as soon as possible.

Do you have a ballpark cost for the project? Chair Beaudin said that they had \$16,000 in there and would be putting in \$5,000 next year, for a total of \$21,000. Would that cover the total cost of the project?

Recreation Director Tower said that initially she budgeted \$50,000 in the operating budget for the project, but was told the project would be a lot more than that. She asked if they could do the ramp this year and another piece of the project next year and budget again for the rest of the

project next year. Chair Beaudin said it was up to her, but she is going to have to ask for more money for 2023 to do this project.

DPW Hadaway said to do the project, the Recreation Department needed more money and should budget for the whole project (i.e., \$50,000) for 2023. Everything that needs to be done is interconnected in the front and center of the building. He does not know how they could do the job piecemeal. For example, in order to get in there to do the work he needs to move the propane tanks which requires coordination with the electrician to reroute where the building entrances are going to be located. The project should be looked at a whole so that is done correctly and so the front of the Community Center does not look like a bomb went off there for months at a time.

Recreation Director Tower said the total estimated cost for the entire project was \$110,000.

Recreation Director Tower said that she has \$50,000 in the regular operating budget, split between the two (2) towns, and the CIP would provide funds for the rest of the cost of the project.

Town of Woodstock set up a Capital Reserve Fund for its share of this project last year. This CIP amount "offsets" [sic (augments)] what they had budgeted in the regular budget. By the time they pour the concrete for the walls and the new ramps, move the propane tanks, purchase and install the airlock doors at about \$20,000 apiece the total cost of the project reaches about \$110,000. She thought they would use up the \$50,000 appropriated in the operating budget for 2022 first.

Chair Beaudin said that Lincoln will then add \$55,000 from the Capital Reserve Fund for a total of \$105,000.

Town Manager Park said as of last year the Town of Woodstock had \$5,000 in its Capital Reserve Fund for this project as of the end of 2021. If they added the same amount of \$5,000 in 2022, then Woodstock would have \$10,000 saved.

(Loudly talking over each other. Hard to decipher what was said.)

Chair Beaudin said the split in the operating budget between the Town of Woodstock and the Town of Lincoln is 50%-50%. Then the CIP Budget split should also be 50%-50%.

DPW Hadaway said the Town of Lincoln comes up with the entire amount and the Town of Lincoln bills the Town of Woodstock for 50% of the cost.

Member Daly said last year when the Town of Lincoln did the Recycle Road way, the Town of Lincoln paid the total cost \$22,000 and the Town of Woodstock was billed for and paid \$11,000.

Chair Beaudin said so then the Town of Lincoln should have \$55,000 in its CIP and the Town of Woodstock should have \$55,000 in its CIP. Plus, add the \$50,000 budgeted by the Recreation Department in the operational budget for a total of \$160,000 for the project. DPW Hadaway said that should be more than enough for the project.

Chair Beaudin said he knows that the Town of Woodstock does not have that money appropriated yet. So, does Lincoln have to put the project in and then go to Woodstock and have them vote to appropriate the money to reimburse Lincoln.

Member Daly said he would rather the Town use the CIP money up first and then the money in the operating budget because then it is definitely a reimbursable cost. Recreation Director Tower corrected Daly and explained that the budget is 50% reimbursable from the Town of Woodstock. Woodstock and Lincoln split Revenues and Expenditures in both the budget and the CIP.

Chair Beaudin wanted to know if that sum was more than enough or too high, then can the CIPC cut some of it?

Town Manager Park said if we don't need that much, we won't spend it. DPW Hadaway said there are so many unknowns right now, we cannot even pin down a contractor for a quote to do the concrete walls that have to be poured in place so he needs someone who has experience doing that. We do not know what a contractor with that skill will charge us because we cannot find one willing to even speak with us.

Chair Beaudin said they should be a little more definitive about what they need. Recreation Director Tower said if we use the \$50,000 in the operating budget first, then if we do not need to use the entire amount set in the CIP budget, then that money can be reallocated to other projects.

Chair Beaudin said it would still raise the bottom-line total for the CIP budget. Can't you get a closer number? Recreation Director Tower has been nagging the contractor weekly, but to no avail. DPW Hadaway said they could work together to try to make that happen.

Member Daly asked Town Manager Park to find out how much Woodstock has appropriated so far in its CIP including 2022. Chair Beaudin asked Town Manager Park to find out how much Woodstock intends to put in the budget to appropriate for 2023 for both the operating budget and the CIP budget.

Other Potential Concrete Contractors:

Member Daly asked DPW Hadaway if he had talked to deGrace about the foundation work. He had not. Daley called deGrace twice last week about a couple of foundations and he was great. We signed a contract on it already for the Veterans' project over in Woodstock.

DPW Hadaway talked to Shad (Brad Willey) because he does a lot of poured concrete. He poured the garage floor for us. We are trying to keep work local. Poured concrete structural walls are not in his wheelhouse.

DPW Hadaway was also going to reach out to PVR who formed the Loon Pond Dam; they did a great job with the dam. PVR also did the new filter work for the Water Treatment Plant. PVR was the subcontractor for forming up the floor. He does that kind of small forming work.

Agreed to Changes:

1. Project Number 39 Community Center Building Infrastructure

a. *Change from \$5,000 to \$40,000 in CIPC Recommendation FY 2023 for a total of \$56,000 whereas the Total Estimated [CIP] Cost is \$55,000.*

i. **To Do:** Chair Beaudin said DPW Hadaway and Recreation Director Tower will get some firmer numbers for an estimated cost of the project.

ii. **To Do:** Chair Beaudin said Town Manager Park will speak with Woodstock to find out how much money they have available and will be making available for the project in 2023. Town Manager Park said Woodstock will not want to tell us what money they will be making available in 2023 because it is too early – it is only August, but she can find out how much they have set aside already. Chair Beaudin said Town Manager Park should let Woodstock know how much money the Town of Lincoln is going to be looking for as they are going to be \$40,000 short in

their CIP if they only put \$10,000 away so far. If the project is not \$150,000 then the CIPC can scale back the amount.

Page 29.

1310-302. Community Center

Project Number 82 Community Center Future Expansion/Garage

Chair Beaudin read through the spreadsheet:

1. **“Comp’d Last”**: The Community Center Future Expansion/Garage is a new project, so there is no “completed last” date and, in the cell, it says “/”.
2. **“Next”**: The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2015.
3. **“Prompt”**: The prompt is 2009, 6 years prior to the anticipated date of purchase of something with 2015 project date given.
4. **“Total Est’d Cost”**: The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a note “Needs Estimate” in the Total Estimated Cost cell for Community Center Future Expansion/Garage.
5. **“CRF Balance 12/31/2022”**: \$12,805
6. **CIPC Recommended FY: 2023**: \$7,000
7. **CIPC Recommended FY: 2024-2028**: \$0

Planner Bont said the CIPC needs to fix the dates.

Recreation Director Tower said when they did work on the garage last year, they still had some minor renovations to finish, like new siding and things like that. They still have to put in windows to increase the lighting in there before Andy Nicoll retires. DPW Hadaway said he can still make that happen.

Agreed to Changes for Community Center:

1310-302. Community Center

1. Project Number 39 Community Center Building Infrastructure

2. Project Number 82 Community Center Future Expansion/Garage

- a. *Combine Project Number 39 and Project Number 82 and Use Project number 82 as a placeholder.*
 - i. *Town Manager said “Building Infrastructure” and “Future Expansion/Garage” are the same thing in her view. She wants the two project numbers to be combined. Chair Beaudin suggested keeping Project Number 82 as a placeholder and agreed to combining these two projects. No one else said anything.*
- b. *Combine the two projects under Project 39 Community Center Building Infrastructure.*

- c. *Change the \$5,000 in Project Number 39 Community Center Building Infrastructure CIPC Recommendation FY 2023 to \$40,000.*
- d. *Remove the \$7,000 from Project Number 82 Community Center Future Expansion/Garage CIPC Recommendation FY 2023; and*
- e. *Add the CRF Balance 12/31/2022 for Project Number 39 to the CRF Balance 12/31/2022 Project Number 82 under Project Number 39, adding the \$12,805 in Project Number 82 Community Center Future Expansion/Garage CRF Balance 12/31/2022 the \$16,000 in Project 39 for a total CRF Balance 12/31/2022 of \$28,805.*
- f. *Recreation will use the \$12,805 to purchase the windows to put in the Garage this year.*
- g. *Put \$40,000 in CIPC Recommendation FY 2023.*

All four CIPC members agreed to the changes.

Page 23.

II. 1310-323. Property & Building Maintenance

Changes:

1. Project Number 40 Ski Slope Top Shed

- a. *Change "Next" from 2029 to 2030, changing the life expectancy of the shed from 20 years to 21 years.*
- b. *Change "Prompt" from 2023 to 2024, 6 years prior to 2030.*
- c. *Change FY 2024 from \$0 to \$5,000.*
- d. *Change FY 2025 from \$0 to \$5,000.*
- e. *Change FY 2026 from \$0 to \$5,000.*
- f. *Change FY 2027 from \$0 to \$5,000.*
- g. *Change FY 2028 from \$0 to \$5,000.*

2. Project Number 80 Old Hole Public Access

Discussion:

Town Manager said the Town cannot wait until 2027 to fix the swimming hole problem.

Town Manager and DPW Hadaway to come up with a Total Estimated Cost for a small start towards providing access (i.e., parking gravel, path access) and over time work up to perhaps improving Old Hole access to the level of being ADA compliant tarred with paved and lined parking area. Off the top of his head, rough estimate: \$15,000. Lots of decision need to be made before they can put an estimate together (materials, level of finish, etc.).

- a. *DPW Hadaway going to put together an estimate after determining the level of improvement needed.*
- b. *CIPC to revisit after receiving estimate.*

3. Project Number 81 Kanc Rec Infrastructure (Dug Outs, Lighting, Etc.)

- a. Put \$1,000 in CIPC Recommendation FY 2028.*

4. Project Number 97 Kanc Rec Area Parking Lot Reclamation/Expansion

Discussion:

DPW Hadaway's plan is to rough out the area they are improving, gravel what they have done, leave the existing hot top for now until he can do everything all at once. He does not want to prep the area unless he can turn it into a hard surface so he can plow it this winter without losing any of the improvements.

DPW Hadaway is hoping for a better price for asphalt than \$84 per ton. When he figures out the square footage and then calculates two inches (2") of base and one inch (1") of asphalt, it will definitely be over \$40,000. He spent between \$6,000 - \$7,000 just on equipment rental over there so far. He has the excavator for one more week. He will have approximately \$10,000 in that project by week's end. He already purchased the gravel when he purchased the gravel for West Street. He will truck the gravel over to the Kanc Rec Ski Area themselves, versus hiring it out.

CIPC made the following changes:

- a. Total Estimated Cost is \$40,000, DPW Hadaway does not know at this point whether \$40,000 is enough because he does not know based on the current cost of materials what the cost of asphalt will be in 2023. Asphalt is \$84 per Ton right now; the most money he has ever seen it.*
- b. Recommended putting in an additional \$10,000 for CIPC Recommendation FY 2023.*

5. Project Number 104 Rec Multi-Use Covered Structure

Discussion:

Recreation Director Tower said they cannot wait until the year 2030 to put the multi-use covered structure up. This is the only shade at the Kanc Rec Ski Area for summer campers and staff. She wants to put it up as soon as possible. The kids are melting over there in the hot sun.

Member Daly asked her to contact Loon Mountain Ski about getting one of their old structures. Recreation Director Tower said she had been in talks with them about getting one of their structures, but then she was told that the owners of the Loon Ski Area are not willing to sell any of their structures to the Town. Loon has been moving their older structures around to other locations on their property.

Discussed whether they should put this structure on the Town Meeting Warrant as a Warrant Article, meanwhile put money in here until we can reconsider.

CIPC made the following changes:

- a. **"Next":** The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2023, changed to 2025.*
- b. **"Prompt":** The prompt is 2017, 6 years prior to the anticipated date of purchase of something with 2023 project date given. [Should be changed to 2019, 6 years prior to 2025.]*

- c. **“Total Est’d Cost”:** *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$120,000 in the Total Estimated Cost cell.*
- d. **“CRF Balance 12/31/2022”:** *Subtract \$1,431 from CRF Balance 12/31/2022 from Project Number 19 Garage/Maintenance Shed at Kanc Rec Area and add it to sum of \$34,000 in Project Number 104 Rec Multi-Use Covered Structure CRF Balance 12/31/2022 to make it \$35,431.*
- e. **CIPC Recommended FY: 2023:** *Change from \$10,000 to \$30,000*
- f. **CIPC Recommended FY: 2024:** *Change from \$10,000 to \$30,000*
- g. **CIPC Recommended FY: 2025:** *Change from \$10,000 to \$30,000*
- h. **CIPC Recommended FY: 2026:** *Change from \$10,000 to \$0*
- i. **CIPC Recommended FY: 2027:** *Change from \$10,000 to \$0*

6. Project Number 31 1310-324 Village Center Trails and River Front Park

Discussion:

Town Manager Park said she spoke with Recreation Director Tower about the River Front Park. The Brownfields Grant and mitigation work has nothing to do with the Town. Whatever the engineers for the Federal government says it will cost, they will pay for it. The money does not flow through the Town. The grant only pays for investigation and remediation of the brownfields. The federal government gets and estimates and the cost of remediation is totally covered by the grant.

Recreation Director Tower said the engineers do use the Town Plan and try to do the best they can to cooperate with the Town’s plan. The Town will be left with an environmentally “clean slate”.

The second grant is the \$200,000 for the match for “Phase I” – river access. We had to get an extension because of all of the brownfields remediation work that had to be done. That money was raised and appropriated at Town Meeting about 4 years ago.

The funds raised separately for the skate board park are just enough to cover the skate board structure itself. We will need money to do construction on the project itself.

CIPC made the following changes:

- a. *Change the CIPC Recommendation FY 2023 from \$10,000 to \$20,000.*
- b. *Change the CIPC Recommendation FY 2028 from \$0 to \$10,000.*

V. DIRECTOR OF PUBLIC WORKS (DPW) NATE HADAWAY PRESENTATION

Page 26.

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

Project Number 15: “Replace 2009 100 CFS Portable Compressor”:

Discussion:

CIPC made the following changes:

- i. *Put \$5,000 in FY 2028.*

Project Number 61: “Replace International 7400 Dump Truck”:

Discussion:

CIPC made the following changes:

- i. **“Next”:** *The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2023, changed to 2024.*
- ii. **“Prompt”:** *The prompt is 2017, 6 years prior to the anticipated date of purchase of something with 2023 project date given. [Should be changed to 2018, 6 years prior to 2025.]*
- iii. **“Total Est’d Cost”:** *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$150,000 in the Total Estimated Cost cell.*
- iv. **“CRF Balance 12/31/2022”:** *Has \$120,000 in CRF Balance 12/31/2022.*
- v. **CIPC Recommended FY: 2023:** *Change from \$30,000 to \$0*
- vi. **CIPC Recommended FY: 2024:** *Change from \$0 to \$30,000*

Project Number 62: “Replace Chevy 2500”:

- i. *No changes.*

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

- i. *No changes.*

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

Discussion

DPW Hadaway advised the CIPC to take this request off the CIP schedule because he will not need it. One of the plows was on the loader. One of the plows is on the 6-wheeler dump truck. Those two plows were replaced back in 2009. When he purchases the new loader, he will be getting a plow. When he purchases the new dump truck in 2024, he will be purchasing a new plow with it.

CIPC Changes:

- i. *Take Project #64 off the schedule. The project number is available as a placeholder.*

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

Discussion

DPW Hadaway said he does not even have pricing for this because he was locked out of 2022 to order a truck. He is hoping with his trade-in, the CRF Balance of 12/31/2022 (\$42,000) will be enough to cover it. His order is in, the dealer will not submit his order until September. He is waiting until September of 2023 to order one.

- ii. *No change yet.*

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

Discussion

DPW Hadaway said he does not even have pricing for this because he was locked out of 2022 to order a 2022 truck. He is hoping with his trade-in, the CRF Balance of 12/31/2022 (\$80,000) will cover a 2023 model to purchase in 2022. He is waiting until September of 2022 to order one. His order is in, they will not submit it until September.

CIPC made the following changes:

- i. **“Next”:** *The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2021, changed to 2022.*
- ii. **“Prompt”:** *The prompt is 2016, 6 years prior to the anticipated date of purchase of something with 2021 project date given. Changed to 2016, 6 years prior to new purchase date of 2022.*

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

- iii. *No change.*

Project Number 68: “Replace Back Hoe”:

- iv. *Put \$10,0000 in FY 2027.*
- v. *Put \$10,0000 in FY 2028.*

Project Number 69: “Replace Front End Loader”:

- vi. *No changes yet.*

Discussion

DPW Hadaway said he just got off the phone with Caterpillar, Inc. His front-end loader needs a new plow and bucket. Caterpillar is currently checking prices, but \$130,000 plus his trade in loader will pay for a new front end loader. He might need more money to make this purchase happen this year. He does not know until he gets some numbers from Caterpillar in a day or so. He will have to come back to the CIPC. The rate that prices are increasing is getting scary.

DPW Hadaway plans on purchasing a new front end loader with a new bucket and plow. He is planning to trade his current front-end loader with the old bucket and old plow. He plans to save all of the other attachments and he will purchase the new loader with a coupler that will couple the new loader with all of his old attachments. He will still need a new bucket and plow. The new plow will run around \$20,000. He might need more money – at least \$20,000. He will get back to the CIPC.

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

Discussion

Chair Beaudin wants DPW Hadaway to push off buying the Loader Snow Blower Attachment and use that money to buy the other attachments he needs with the new loader. Initially, DPW Hadaway reported that he pushed out this expenditure for another year because the snow blower attachment would not work on the present loader and he was waiting to buy the snow blower attachment until 2022 when he buys the new loader and can put the new snow blower attachment on the new loader.

Last year he reported that 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. **Loader Snow Blower Attachment** has a date of 2021, changed to 2024.
- ii. **“Prompt”**: The prompt is 2015, 6 years prior to the anticipated date of purchase of something with 2021 project date given. Changed to 2018, 6 years prior to new purchase date of 2024.
- iii. Reduced CIPC Recommended for FY 2023 from \$17,500 to \$0.
- iv. Increased CIPC Recommended for FY 2024 from \$0 to \$17,500.

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

After discussion about possibly changing the makeup of the equipment somewhat in the future to have more F550s instead of 6-wheelers, CIPC decided to make the following changes:

- i. Put \$20,000 in FY 2028.

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

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

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

- i. Increased the CIPC Recommended for FY 2028 from \$0 to \$2,000.

p. 23

II. 1310-323 Property & Building Maintenance

Project Number 6 Replace Exterior Siding on Water Treatment Plant

- ii. No changes.

Project Number 7 Replace Roof of Recycle Center Building

Project Number 11 Highway Garage Infrastructure

- i. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The date here was 2015.
- ii. **“Next”**: The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2021, changed to “on going”.

- iii. **“Prompt”**: *The prompt is 2015, 6 years prior to the anticipated date of purchase of something with 2021 project date given. Changed to “on going”.]*
- iv. **“Total Est’d Cost”**: *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$30,000 in the Total Estimated Cost cell. Changed the \$30,000 to “on going”.*
- v. **“CRF Balance 12/31/2022”**: *Has \$20,000 in CRF Balance 12/31/2022.*

Project Number 19 Garage/Maintenance Shed at Kanc Rec Area

- i. **“Comp’d Last”**: *“Comp’d Last” means “completed last”. The date here was 2017.*
- ii. **“Next”**: *The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2057.*
- iii. **“Prompt”**: *The prompt is 2051, 6 years prior to the anticipated date of purchase of something with 2057 project date given.*
- iv. **“Total Est’d Cost”**: *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$45,000 in the Total Estimated Cost cell. Change the \$30,000 to “on going”.*
- v. **“CRF Balance 12/31/2022”**: *Has \$1,431 in CRF Balance 12/31/2022. Change: Move the \$1,431 into Project Number 104 Rec Multi-Use Covered Structure.*

Chair Beaudin asked if it made sense to keep that amount in the CRF Balance. Should he be directed to move that money \$1,431 into Project Number 104 Rec Multi-Use Covered Structure”. DPW Hadaway and CIPC agreed.

Project Number 38 Replace or Repair Four Garage Doors at DPW

- i. **“Comp’d Last”**: *“Comp’d Last” means “completed last”. The date here was 2013.*
- ii. **“Next”**: *The life expectancy of the various components of the Garage Doors at DPW has a date of 2043.*
- iii. **“Prompt”**: *The prompt is 2037, 6 years prior to the anticipated date of purchase of something with 2043 project date given.*
- iv. **“Total Est’d Cost”**: *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$15,000 in the Total Estimated Cost cell.*
- v. **“CRF Balance 12/31/2022”**: *Has \$1,431 in CRF Balance 12/31/2022. Change: Move the \$1,431 into Project Number 104 Rec Multi-Use Covered Structure.*

Project Number 56 Repair/Replace Salt Storage Shed DPW

- i. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The date here was 1994.
- ii. **“Next”**: *The life expectancy of the various components of the Salt Shed has a date of 2023.*
- iii. **“Prompt”**: *The prompt is 2017, 6 years prior to the anticipated date of purchase of something with 2023 project date given.*
- iv. **“Total Est’d Cost”**: *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$30,000 in the Total Estimated Cost cell.*
- v. **“CRF Balance 12/31/2022”**: *Has \$23,487 in CRF Balance 12/31/2022.*
- vi. **FY 2023**:
 - i. *Put \$10,0000 in FY 2027.*

DPW Hadaway said he probably should do this project next year. Put another \$10,000 in CIPC Recommendation FY 2023. The roof has been leaking for quite a few years now and he should probably get it done. He can replace some of the purlins and get a new valve(?) on that so it won’t leak. His salt in the salt shed is getting a little crusty from water leaking on it.

In response to inquiry from Chair Beaudin, DPW Hadaway does not have a contract for winter salt yet. Usually, he gets his salt from Warren(?) and Granite State.

Project Number 20 Miscellaneous Maintenance/Repair/Replacement Property & Building Maintenance

a. Exterior Concrete & Brickwork on Town Hall

- i. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The date here was 2007.
- ii. **“Next”**: The life expectancy of the Exterior Concrete & Brickwork on Town Hall has a date of 2024.
- iii. **“Prompt”**: The prompt is 2018, 6 years prior to the anticipated date of purchase of something with 2024 project date given.
- iv. **“Total Est’d Cost”**: The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$15,000 in the Total Estimated Cost cell.
- v. **“CRF Balance 12/31/2022”**: Has \$25,000 in CRF Balance 12/31/2022.

The CIPC asked either DPW Hadaway or Town Manager Park to get another estimate for the Exterior Concrete & Brickwork on Town Hall. DPW Hadaway did not set this up; Town Manager Burbank did years ago. Town Manager Park and DPW Hadaway will have to have someone look at the exterior and give them an estimate.

Next week will be the Police Department, Town Clerk and Library.

Town Manager Carina Park will go on August 9th.

VI. ADJOURNMENT:

MOTION to adjourn the meeting at 11:05 AM.

Motion: James Spanos

Second: Jack Daly.

All in favor (3-0).

Date: _____

By: _____

Paul Beaudin II, Chair

Project Number 56 Repair/Replace Salt Storage Shed DPW

- i. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The date here was 1994.
- ii. **“Next”**: *The life expectancy of the various components of the Community Center Future Expansion/Garage has a date of 2023.*
- iii. **“Prompt”**: *The prompt is 2017, 6 years prior to the anticipated date of purchase of something with 2023 project date given.*
- iv. **“Total Est’d Cost”**: *The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$30,000 in the Total Estimated Cost cell.*
- v. **“CRF Balance 12/31/2022”**: *Has \$23,487 in CRF Balance 12/31/2022.*
- vi. **FY 2023**:
 - i. *Put \$10,0000 in FY 2027.*

DPW Hadaway said he probably should do this project next year. Put another \$10,000 in CIPC Recommendation FY 2023. The roof has been leaking for quite a few years now and he should probably get it done. He can replace some of the purlins and get a new valve(?) on that so it won’t leak. His salt in the salt shed is getting a little crusty from water leaking on it.

In response to inquiry from Chair Beaudin, DPW Hadaway does not have a contract for winter salt yet. Usually, he gets his salt from Warren(?) and Granite State.

Project Number 20 Miscellaneous Maintenance/Repair/Replacement Property & Building Maintenance

a. Exterior Concrete & Brickwork on Town Hall

- i. **“Comp’d Last”**: “Comp’d Last” means “completed last”. The date here was 2007.
- ii. **“Next”**: The life expectancy of the Exterior Concrete & Brickwork on Town Hall has a date of 2024.
- iii. **“Prompt”**: The prompt is 2018, 6 years prior to the anticipated date of purchase of something with 2024 project date given.
- iv. **“Total Est’d Cost”**: The total estimated cost of the proposed project was a rough estimate to be firmed up closer in time to the expected purchase. Currently there is a \$15,000 in the Total Estimated Cost cell.
- v. **“CRF Balance 12/31/2022”**: Has \$25,000 in CRF Balance 12/31/2022.

The CIPC asked either DPW Hadaway or Town Manager Park to get another estimate for the Exterior Concrete & Brickwork on Town Hall. DPW Hadaway did not set this up; Town Manager Burbank did years ago. Town Manager Park and DPW Hadaway will have to have someone look at the exterior and give them an estimate.

Next week will be the Police Department, Town Clerk and Library.

Town Manager Carina Park will go on August 9th.

VI. ADJOURNMENT:

MOTION to adjourn the meeting at 11:05 AM.

Motion: James Spanos

Second: Jack Daly.

All in favor (3-0).

Date: 8/16/22

By: Paul Beaudin II
Paul Beaudin II, Chair