

**TOWN OF PETERBOROUGH
CAPITAL IMPROVEMENTS COMMITTEE**

**5:30 P.M. Tuesday
October 1, 2015**

MINUTES

Present: Chairman Leslie Lewis, Leandra MacDonald, Susan Stanbury, Roland Patten, James Kelly, Ed Juengst, Bob Hanson, and Alan Zeller.

Also Present: Peter Throop, Director, and Laura Norton, Administrative Assistant, Office of Community Development.

The meeting was called to order at 5:30 p.m.

Opening Comments & Introductions:

Chair Lewis welcomed the members and thanked them for coming “I look forward to another year of fun” she said with a smile.

Election of Officers:

Ms. Stanbury nominated Leslie Lewis as Chair. Ms. Lewis asked if there were any other nominations. There being none, a motion was made/seconded (Stanbury/Hanson) to re-elect Leslie Lewis as Chairman. Mr. Zeller noted that he felt there may be another individual better suited for the Vice Chairman’s position and declined re-elected. Mr. Patten nominated Susan Stanbury as Vice Chairman. There being no other nominations, a motion was made/seconded (Patten/MacDonald) to elect Ms. Stanbury as Vice Chairman. There were no other nominations, no additional discussion and all were in favor.

Minutes:

Approval of Minutes continued to October 8 2015.

Review Results of Site Visits:

Chair Lewis noted she had been unable to attend the scheduled site visits to the DPW Garage, Recreation Department and Cunningham Pond and asked her co-members what they thought. Mr. Juengst, Mr. Hanson, Ms. MacDonald and Ms. Stanbury briefly reviewed the tour. Ms. Stanbury noted “it was good to see and visualize what we are talking about.” Mr. Throop pointed out “it was good to see the trucks at the DPW and have Rodney identify them. It gives us an idea of what a 6-

wheel Freightliner versus and 4X4 F50 truck is” adding “and it was helpful just to see the facility.” Mr. Juengst interjected “I was amazed at how they get so many truck in there.” Regarding the Recreation Department Mr. Hanson noted “it was interesting to see the cracks in the tennis courts, you really would not understand it without seeing it.” Mr. Throop added “much like Cunningham Pond and the issue of erosion of the beach.”

Chair Lewis then reviewed their directive as a committee and reminded them “what we do with Department Heads is listen to their requests and ask questions” adding “once we get them all in then we can move to discussion.” She reminded them of a lot of smoothing, reviewing and hand wringing last year “but at the end of the day we had a zero increase, we managed to get it done.”

The members briefly discussed some of the surprises that included the cracks on the tennis courts, and the status of the SCBA grant request. Mr. Patten reported “When you add something like the new splash pad at the pool, it requires additional chlorine, maintenance and electricity which all cost money.”

Chair Lewis pointed out a couple of big municipal projects in the wind. “Both are bond issues” she said adding “you will not see them on the CIP with justification sheets but they are there.” She went on to explain these projects involved the Library (“they will be coming to us with a number”) and the Fire Safety Complex. She went on to tell the members “and I want to be ready for these discussions.” Mr. Throop added “as well as a DPW facility at some point *and* possible bonding for broadband.” He went on to note the current CIP spreadsheet goes through 2022 and he was working on an extended spreadsheet that looks out to 2040. He said i=he is also working on developing a Debt Services spreadsheet “to see how debt affects the CIP and the impact of purchase decisions. It is a tool to help us look at the implications of the long term assets we have” he said.

Ms. Stanbury asked “any word on the grant applications? Mr. Throop reported the Fire Department had not heard back on the SCBA grant. He also noted the Recycling Center had planned to purchase a Load All but their forklift died and it is being replaced with funds earmarked for the load-all.

Ms. MacDonald asked about the status of the Town House with Mr. Throop noting a grant of \$10,000.00 had been received to initiate the project assessment adding “Rodney will speak to that next week.” Ms. MacDonald then interjected “the 101/123 bridge has been added to the State “red list” for bridges adding “and for the 35 southwestern towns DOT has allocated a total of 3 million dollars. There is not much project money there” she said adding “and bridge aid is now shown on

NHDOT's 10-year plan, it is scary." Mr. Zeller noted the Union Street Bridge had also been pushed back.

In conclusion Mr. Throop reviewed the spreadsheet of requests, bonds and totals. He noted a justification sheet in their packet showing a contribution to the Capital Reserve of \$235,000.00 for year for Public Works. He reminded the group that he actually addition of funds to the Capital Reserve will be based on when the combined Capital and Debt budget could best accommodate the expense, adding "we have been managing it in a way that smooths out the total number over time so that we do not find ourselves in a jam." Mr. Throop concluded that looking at debt cost and CIP needs over a longer time horizon "will help us to avoid coming up short." He recognized that unknowns (like the Recycle Center forklift needing to be replaced) do happen and that having a good plan allows us to have the information available to make adjustments."

The Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Laura Norton
Administrative Assistant