

CIP Committee  
Minutes  
Wed., June 19, 2013  
6:30 pm

Meeting commenced at 6:32 pm at the Fire Station Conference Room

Present: Anne Abear, Steve Felton, Susan MacLeod, Jeanette Stewart. Absent w/notice, Mark Scarano  
Also Present: Normand Dewolfe, Eli and Mardean Badger, Paul Branscombe, Lynn Davis, Elliot Dupuis,  
Richard Ogden, Richard Pare, Tony Randall, Jim Gleich, Sara Weinberg

**1. Minutes of June 12, 2013:** Anne motioned to accept as written; Jeanette seconded; all in favor.

**2. Committee discussion on action items:** W&S: Steve emailed the Excel spreadsheet to David Sircle, who added expenses and longer timeline to it and sent it to Alan Cilley. Alan will present it to the other commissioners. Steve will meet with Alan, who will then start the project worksheets. Next phase for this committee is getting projects onto spreadsheet. Worksheets already submitted were reviewed for what is still outstanding and what had years on the timeline supplied. Electric (see minutes of 6/12/13); School: Trish Temperino still owes estimates for security camera maintenance and paving projects (coordinate with DPW) and clarify funding sources for the security projects. **Steve will follow up.**

**3. Review with Trustees for Scribner and Town trust funds:** 6:58 pm. Elliot Dupuis, Richard Ogden and Richard Pare. Steve outlined the role of CIP and why it was felt the trustees should be involved in the process. The building and land is owned by the Town (insures library contents) and managed and insured by three elected Trustees and two appointed Scribner Trustees. There are no Town expenses for the property. The Library Trustees had submitted a proposed CIP project to expand the library in its present location, or move elsewhere. A brief history was covered: Emma Scribner willed property and portion of estate to Town (1935) and Town accepted it and established trustees to invest funds in trust and manage it by Warrant vote in 1937 and voted funds to move in, 1938. Library being there was challenged (NH Attorney General vs. Town of Ashland) in 1970 and decision by Superior Court was library could remain as a permitted deviation of the will. The Trustees have carefully managed the funds to maintain the building and address necessary updates for life/safety issues, such as updating fire detectors. In the past, they have also bought equipment (typewriters, copiers, and first computers) for the library and cover the heating bill. As much of the work as possible is done gratis by the trustees themselves. Should there be a time the funds were insufficient to continue maintaining the property, the will stipulates demolishing the building and all of property becomes a park. If library moved out, building would revert to a "community center" as specified in the will. The trustees' interpretation of the will does not allow expansion or acceptance of outside funding. Should the library decide to move, the Trustees had recommended (in document submitted) doing an efficiency assessment to determine expansion necessary, then start a private fundraising effort to gauge support. Next step would be a warrant article requesting the Town to match the funds, a public referendum for a larger library. Any challenge to the interpretation of the will would have to be resolved in court. The Trustees were thanked for their time.

**4. Review with Police Department:** 7:15 pm, Chief Tony Randall. He apologized for missing the last meeting. He has been working on getting information from Irwin for the replacement of the 3 police vehicles, the only projects to be submitted. Current fleet consists of car 1, 2011 SUV, car 2, 2011 Crown Vic, and car 3, 2007 Crown Vic. Car 3 was scheduled to be replaced in 2014, but it is now in the shop with transmission problem more expensive than the car is worth, so it needs to be replaced now (work not done). Chief Randall felt the lease/purchase option is the way to go with the 4 payments in 3 years (last payment \$1) allowing the use of the vehicle those 4 years and another year beyond that. The lease amount in the budget would remain constant, with only the increase in cost of future vehicles

raising it. Lease amount is about \$500 more per year than an outright purchase which has to be saved up for. The plan is to always have 2 full-size vehicles and a 4WD/AWD active. Replacement schedule: car 1 in 2017 and 2021, car 2 in 2015 and 2020; and car 3 2013 and 2018. Estimates: Looking at Police Interceptor Utility AWD vehicle, base price \$28,000; \$50,000 fully equipped (includes installation cost). There is sedan model for \$1500 less, but utility has more room for all the equipment. Much of the equipment has the same lifespan as the vehicle, some of it can be swapped to next vehicle, some of it cannot due to fit. The camera, because it was purchased with a grant, cannot be resold (Tony will check with Steve Sargeant regarding this). Radios and cages can probably be swapped twice, and lightbars last 10 years to be swapped if they fit new vehicle. Can get radar units (10-year) through Highway Safety grants; Chief will apply in next round in Oct. 2013, although money is tighter now. Car 3 replacement now must include new equipment: radios no longer supported by Motorola, cage won't fit (Crown Vics no longer made, new dimensions on Interceptor). Chief is still researching equipment details. Question whether a lease/purchase can be signed without Town permission. A legal issue regarding the wording of an appropriation clause in the contract needs approval of Town Attorney. There was a similar issue with the DPW loader that was resolved and loader was obtained. At next BOS meeting, this will be discussed. Other projects? Any pertaining to building is a Town Office project. The station is considered substandard; handicapped access is through the town office; no sally port; vehicles are not garaged, but no room on property to build. **Chief Randall will aim to have worksheets done for July 17 meeting. Scheduled for 7pm.** Thanks to the Chief for his time.

**5. Review with Park & Recreation Department:** 7:45 pm Jim Gleich started with question regarding mowing equipment. It is DPW's responsibility. Ballpark: The walkway from parking to back of building needs berm to prevent erosion (\$3-4,000) and repaving within next 10 years. Basketball and tennis courts have been patched and repaired, but will need to be repaved. The tennis court was \$10,000 initially and it's \$2,500-3,000 for regular patching and repainting. Jim will research costs to do both courts at the same time using maintenance company, The basketball court should also have a cement apron to blend and to help stop erosion. Jim will contact DPW to see whether this is within their scope to do. All the repaving can be one worksheet for cost effectiveness. The parking lot may also need it in the next 10 years; will consult with DPW. Fields are in great shape. Booster Club has been upgraded to code. The main floor needs to be refinished. Jim will look into cost. Other thoughts: Hardwired smoke detectors (ceiling already wired) and new(er) refrigerators. Campground: Replace the original roof on bath house; berm road around grounds; insulate building. No estimates on these yet. Beach: Bath house repainted; concession stand up to code; fencing replaced last winter; signs recently done; dumpsters done by DPW; wall holding up and stops beach erosion. Sand added last year. A Dredge and Fill permit from NHDES is \$1,000 and requires a 5-year plan for reclamation. Cost of dredge is determined by amount of material, not known until the time it is to be done. **Jim will get estimates and attend July 17 meeting at 7:30 pm.** Thank you Jim.

**6. Discussion for follow-ups:** Library: Decided the \$10,000 feasibility study should not be a CIP project. Town Office: Need estimates for energy audit items and the worksheets be done electronically. **Jeanette and Paul will follow up and attend 7/17 meeting, 8pm.** The \$70,000 GIS mapping project was discussed. Jeanette stated that the BOS and TA determined it would not be submitted. Some committee members and attendees felt it should be kept in the mix. **Normand Dewolfe will assist with the worksheets.** DPW: Tim working on road work list, use of capital reserves; quotes from M. Latulippe.

**6. Next Meeting:** July 17, 2013. Start spreadsheet set-up. **Steve will email dates of future meetings after July 17. Actions: Send reminders to Police, Park & Recreation. and Town Office.**

8:36 pm: Motion to adjourn by Anne; seconded by Susan; all in favor.

Notes by Susan MacLeod