

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

In attendance were Tim Redmond—Planning Board Representative and Chairman, Ray Labore—Community-at-Large Member, Michael Smith—Budget Committee Representative, Kristie Curtis—School Board Representative, Mark Lemay—Selectmen’s Representative, and Gail Labrecque—Community-at-Large Member. Also in attendance were Jon O’Rourke—Planning & Zoning Administrator, and Darrell Halen—GTV.

Tim Redmond called the meeting to order at 7 pm. He asked the Board to introduce themselves.

MINUTES—meeting of June 16, 2016

Ray Labore made a motion to approve the minutes to the CIP meeting of June 16, 2016. Motion failed for lack of second.

Mike Smith said he just received the minutes tonight and hasn’t read them.

Mike Smith made a motion to defer approval of the minutes to the CIP meeting of June 16, 2016. Ray Labore seconded the motion. VOTE: 4-0-1. Mark Lemay abstained. Motion carries.

SEWER COMMISSION

Mike Yergeau, Sewer Commission, presented. He said the Sewer Rehabilitation program is new to the CIP, to let everyone know the cost. It includes replacing sewer mains and manholes. In 1996 the Sewer Commission decided to TV several thousand feet of sewer lines, and were able to do a condition assessment. The bulk of the system was installed in the 1950’s. For over 30 years we’ve been doing sewer reclamation work. The reclamation cost is getting higher and we are mandated by CPA and DES to perform sewer rehabilitation. There are different years and budgets. They are reflected from DPW road plan. We are following the road reclamation program. We take those streets and do pipelining, sealing of manholes. Sewer lines are designed for 35-40 years. We are well over that for many sewer lines. The Sewer Commission has been putting money back in the system to keep it functional.

Tim Redmond said the Sewer Commission is an enterprise fund. They do not get tax dollars from the Town.

Mike Yergeau said funds are from user fees and accessibility fees. There are no tax dollars whatsoever.

Ray Labore asked if the program stops in 2021, or does it continue.

Mike Yergeau said sewer rehabilitation will never end. It has to be kept operational. It runs 24/7. It’s an aging system. The matrix only went to 2021. Regarding the pump stations, we have four in town. One was built in 1985 and sat dormant until 1990. The pump station on East Union Street is 30 years old, and operating for 25 years. The Elm Street Pump Station was rehabilitated in 1990. It’s 25 years old and it isn’t up to code with DES standards. With that, it’s going to get rehabilitated. It won’t be functional. It will involve purchase of property on the same lot because now it sits on an easement. East Union is the main one in the village. It’s 25 years old. Parts aren’t available and it’s electrical and ventilation systems aren’t working properly. But these pump stations have to function 24/7.

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

Tim Redmond said all of Goffstown's waste water goes to Manchester and we pay a monthly fee for the process. We are also responsible for part of Manchester's upgrades as part of the agreement.

Mike Yergeau said we have had a municipal agreement with Manchester since 1980. We use 2.4 million gallons. Everything that happens in the plan, we pay a portion of. We get a monthly bill from Manchester for all the wastewater flow, plus any upgrades.

PUBLIC WORKS

DPW Director Adam Jacobs presented. We own about 50 vehicles and equipment and projects, such as the roads, are in our CIP. Last year, coming out of a default budget, the goal was to align our CIP with the default levels so there wasn't a big spike in the tax rate. In this vehicle replacement plan, he tried to carry out a full replacement of everything they own while keeping the vehicle replacement costs level. This year we've purchased some trailers, some roll off containers, an excavator we had been renting, a used dozer, a used director's vehicle, a plow truck, trailers, and a Ford F150. At the end last year we decided trailers were registered vehicles and he included them in the CIP. We decided to leave the \$25,000 for the basin repair trailer. They were able to replace three of them. This year they have two 6-wheel full sized dump trucks. These are the last two that don't have stainless steel bodies. There is a bobcat that needs to be replaced. We are proposing a used one to save costs. There is another one ton Ford F150. Our total this year is \$490,000 as compared to \$457,000 last year. Last year we projected almost \$3.3M for the six year plan and were able to bring it down to \$3.1M.

Mark Lemay asked how old the plows are and what condition are they in. Can they be placed on new trucks?

Adam Jacobs said they had already been swapped from a previous truck. We hope to get one more replacement cycle on the plows.

Tim Redmond asked if those vehicles being replaced will go away or be retained in the fleet.

Adam Jacobs said they will not need to be retained. They will be traded in or auctioned.

Tim Redmond said you can't go lower than \$10,000, and year 2018 has a few items that are less than that. He asked Jon O'Rourke to look at that in the CIP handbook.

Ray Labore asked if there were issues with purchasing new versus used vehicles.

Adam Jacobs said they've not had issues so far.

Ray Labore asked what a new bobcat would cost as compared to the \$40,000 requested for a used one.

Adam Jacobs said they are \$68,000.

Tim Redmond explained there are some vehicles you don't want to buy used. Others are incidentals and you can.

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

Adam Jacobs said there isn't a huge market for late model on a fully loaded plow truck.

Tim Redmond asked if he is looking at trade in values.

Adam Jacobs said in general his desire is to trade in to reduce what is coming out of CIP. You also tend to get more on a trade in. That's usually what he recommends.

Jon O'Rourke said in 2018 the total is \$490,000.

Adam Jacobs said that is a type-o on the project sheet.

Tim Redmond confirmed these were mapped out so the numbers were fairly consistent as you move forward. That's good planning.

Adam Jacobs said in capital projects, we have the road plan and several bridges in various stages. Last year he asked for \$675,000 and when it got through the budget process, the Selectmen decided to put in a special article in the warrant. That passed and we got a little more than we asked for. This year we have \$700,000 in the road plan. We put the road plan amounts into reclamation projects and use a separate line for resurfacing projects. There is give and take but we try to keep it true to the amounts. We try to do twice as much on reclamation as we do on the overlay. He is adding about \$150,000 per year to get it up to par at \$1.4M per year. It will get us up to 5-6 reclamation miles per year. Currently we can get about 4 miles of road reclaimed with our budget. We save a lot of money using our own crews. In the out-years we may have to contract a road or two per year to continue. We have a tentative ten year plan and can adjust our ten year plan as needed. The Westlawn Cemetery expansion is a three year project in year one right now. The money allocated this year was for fencing. Money has been allocated to go across the front and give a defined corner at the front. The number is from a quote from a contractor who did the gate a few years ago. They have held their number for a couple of years. In 2017, the \$29,000 is for landscaping and shrubbery plantings. In 2018 the job is to survey the entire area and place markers to lay out the grids. When that is done burials can start there. At current rates we are in the 3-5 year range before we are out of space.

Ray Labore asked if DPW does the plantings.

Adam Jacobs said that's not been worked out. We've budgeted as if we are not going to do it in house. Planting season can be finicky and we have a busy year next year with Main Street.

Michael Smith asked if the amount of trees doesn't create issues with roots taking away plot spaces.

Adam Jacobs said it can. Plans for plantings are developed to specify if they will get planters. They wouldn't want anything too close to an active burial. We have the Parker Station Bridge Repair in 2016. In 2017 we have the Uncanoonuc Mountain Dam Repair. It was approved last year but there was some outside funding possibilities dangled in front of us. He asked the State if they could wait for grant funding. The State said it's not looking good and they won't submit dam projects this year. They prefer to work on things that could fail rather than something with maintenance issues. The funding cycle

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

could be tempting this year. He'll encourage they don't chase it this year. We are over our deadline with the State. The design is done and the design safety permit will be submitted. We will hopefully be ready to go next year. Tirrell Hill Bridge Deck Replacement was approved in 2016. We have money in 2017 associated with design costs. Construction will be in 2018. In meetings with DOT for the Rail Trail, we learned there is funding for bridge design, knowing you won't get funding for construction. It's an 80/20 split. We submitted for design funding for Tirrell Hill and Henry Bridge. We have two bridges that will be requested to get on the long term state age bridge repair list Henry Bridge Road Bridge. Its will be about a \$2.5M bridge to replace. In 2017 they are asking for \$50,000 to get a preliminary study to see the extent of what we need to do. We don't know the full scope of what that job will entail 5, 6 or 7 years out.

Mark Lemay asked if the bridge is washed and cleaned regularly.

Adam Jacobs said we don't have a wash and clean program. The big concern is the abutment. It's functionally obsolete. It just means it's not as wide as they would like. We want to spend a little money to be sure of what we are dealing with. The first slot for funding is about 8 years out.

Tim Redmond asked if the retaining walls are a problem.

Adam Jacobs said that is part of the overall project. There is deterioration of the block walls.

Mark Lemay said the southern side is worse than the other.

Adam Jacobs said the other bridge not on the CIP is Center Street near Locust, but will be placed on the state aid list for help several years out. It's in good shape now but those galvanized multi-plates can fail quickly. They will get that on the funding list and get it replaced in 2023-2024. There are two bridges on Bog Road that need a membrane replacement. The design amount is for this year and the construction is in 2019. The next project is the athletic field on the back side of the DPW property. Parks & Recreation wants to use the fields before too much longer. They have water needs for irrigation and field house use. Their plan was to drill a well and water isn't there. DPW wells are rough. They have two small wells and can run dry if they do a lot of vehicle washing. The facility itself has to have bottled water because it's not suitable for drinking. They'd like to get water to the DPW facility, and if they decide they want to sprinkler the facility, we need a water source. The closest water is on Center Street at Locust Street. This money is enough for us to, in-house, extend the water up Elm Street to our entrance, to our main building, and stub off for the Parks & Recreation athletic fields. Our run would be about 2200 linear feet, coming from Grasmere. Parks & Recreation would have about 1000 feet to get to the ball fields. It's about the same amount of money as a drilled well. As we get further into the budget you might hear more on that. It could be on there as a shared item.

Mark Lemay said it's a joint effort with DPW and Parks & Recreation and each should share the cost.

Adam Jacobs said the last project is the East Dunbarton Road bridge deck replacement. It had been bumped out a year. It is a sister bridge to Tirrell Hill and has the same scope of work and timeline. We'll

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

be looking for state aid design reimbursement on that. Once we send the request for design money, the state does get a design cut. As long as they approve they will issue the money.

Ray Labore with Parks & Recreation, they talked about a lot of the work at the new complex as being a teamwork approach. Is there any impact to the work you are doing in support of Parks & Recreation? As for costs and time?

Adam Jacobs said costs so far are borne by Parks & Recreation. They have impact fees that would otherwise expire. As they go along they may run out of funds. He's not sure what their plan is when they (Parks & Recreation) start to really spend on the field house and diamonds that need a lot of irrigation work. This past winter was great and did the drainage and detention ponds in house, taking them out of the CIP. Like the drainage and detention ponds, they are not a lot of money but time intensive. His perspective is they will keep doing it until they can't do any more.

CEMETERY TRUSTEES

Adam Jacobs said the only thing they have in the next two years is the fencing we discussed earlier. Tim Redmond explained DPW usually speaks on behalf of their projects. If we have questions you'll be notified by Jon O'Rourke and invited to come back. In 11 years we've not called anyone back.

Ray Labore asked what is involved in rehabilitation of the pump station.

Tim Redmond said it has to have dual pumping in case one should fail. You have electrical and hearing to keep things operating. They are highly corrosive because of what comes in and what goes out the other end. It's almost a toxic environment due to rust and its nature. They need to be maintained. You have to build a new one adjacent to it and do a swap over. You can't take one off line until the new one is online so there is no interruption of sewer. Every pump station has its own generator. Sewage flows even if the power is off. There is a piece of property in Pinardville in Mooseclub Park, near Andre Street, that the Sewer Commission owns, for a possible new pump station. The Sewer Commission has revenues. It's an enterprise fund but people are entitled to know where all the funds are going. Scheduled for Thursday, July 7th, we have call backs, deliberations, and a photo for the Town Report. If anyone has a question and wants a call back, Jon O'Rourke needs to know to make the connections to provide information. Generally speaking we have three deliberative sessions scheduled. He's confident we can go through the requests, work on the matrix and review the priorities in two meetings. When ready to forward to the Planning Board, we will vote officially. He will make the presentation to the Planning Board but others are encouraged to attend to support the CIP.

Mike Smith asked about last year's matrix.

Tim Redmond said it is in last year's matrix. You can compare that to this year's matrix, which shows what was approved. You can see what went through and what didn't make it through.

Mark Lemay made a motion to adjourn. Gail Labrecque seconded the motion. VOTE: 6-0-0. All in favor. Motion carries.

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 30, 2016

The meeting adjourned at 8 pm.

Respectfully submitted,

Gail Labrecque
Recording Secretary

These minutes are subject to approval by the CIP Committee.