

# MEREDITH CAPITAL IMPROVEMENTS PROGRAM ADVISORY COMMITTEE MEETING MINUTES

**Date of Meeting:** June 7, 2006

**Members Present:** Bill Bayard, Planning Board, CIP Chairman  
Tony Candage, CIP Board Member, Vice-Chairman  
Mark Flanders, CIP Board Member  
Jeanie Forrester, CIP Board Member  
Jack Carty, CIP Board Member, School Board Rep  
Lou Kahn, Planning Board, CIP Board Alternate Member  
Peter Brothers, Board of Selectmen, CIP Alternate

**Staff Present:** Carol M. Granfield, Town Manager  
John Edgar, Town Planner  
Brenda L. Vittner, Director of Administrative Services  
Chuck Palm, Chief, Meredith Fire Department

**Absent with Notice:** Miller Lovett, CIP Board Member, Selectmen's' Rep.

**Public in Attendance:** Chris Williams, Chris Williams Architects, The Greater Meredith Program  
Rusty McLear, Hampshire Hospitality Holdings, The Greater Meredith Program

**Call to Order:** Bill Bayard called the meeting to order at 7:05 pm. The Chairman asked all attendees to introduce themselves.

**Approval of Minutes:** Mark Flanders moved to approve the minutes of May 17<sup>th</sup>, 2006, Jack Carty seconded, passed with one abstention. Peter Brothers moved to approve the minutes of May 30<sup>th</sup>, 2006, seconded by Mark Flanders, unanimously passed.

**Main Street Program Update:** Chris Williams presented information from the Greater Meredith Program Streetscape Charrette the was presented on April 26, 2006. Prior to the charrette Chris Williams met with Mike Faller, DPW Director and Bob Hill, Water & Sewer Superintendent to determine improvement programs both underway and for the future. The thoughts were to look at Main Street and find more opportunities for landscaping, improved lighting, improved sidewalks and improve Main Street. NH Electric Coop has indicated that putting the power lines underground is a viable option. Jack Carty asked about the cooperation between the NH Electric Coop and the streetscape program. Rusty McLear indicated that Keith MacBrien from the NH Electric Coop has been very active in the discussion and helpful with suggestions and cooperation. The DOT initiative dealing with the Route 3 and 25 intersection is a two-year study and the timing of this project is good. The charrette developed some conceptual drawings. Chris Williams stated the logical next step would be to do a conceptual engineering during 2007-2009 and then look at the detail conceptual construction plan to logically phase in the project. Town Manager, Carol Granfield indicated that there will be some minimal maintenance type work to some of the sidewalks on Main Street in the next few years. Jack Carty brought up the issue that there is parking available behind the Humiston building. Rusty McLear has indicated that there would be more consideration of that parking area as well as other ideas to take advantage of the timing of major DPW and Water/Sewer projects with a streetscape program. John Edgar asked what kind on "non-Town" money is available for this type of project. Chris Williams indicated that they are still looking for opportunities. Rusty McLear indicates that discussions with Nancy Mayville, DOT have been very positive and the possibility is there for cooperation. Jack Carty brought up the issue about the dollar request and how does that work given the new CIP threshold. John Edgar stated that the total cost of the project will be over the threshold at the end of the day and that it is important to have the coordination of this project with Town projects. John Edgar summarized the request as the Greater Meredith Program is requesting to have monies in the 2007 Budget as seed money to start the preliminary engineering phase.

**Fire Department Update:** Chief Palm passed out a handout entitled "Meredith Fire Department – CIP Update". The updates of the two projects currently before the CIP Committee are the Downtown Station Renovation/Construction and Truck Replacement. As of Monday, June 5, 2006 the Board of Selectmen approved a building committee charge and the Select Board would now move forward to appoint a committee. The internal committee of the Fire Department has been working on and essentially completed a conceptual building design plan. The charge is available through the Board of Selectmen's' meeting of June 5, 2006. Bill Bayard discussed items of concern; site – is it large enough, is there room for expansion, possible sub-stations, etc. Peter Brothers indicated that the presentation the Chief Palm had provided to the Selectmen was excellent and that the project has been on the radar since 1998.

The truck replacement for the pumper truck is well under way. Plans are done and bids to be received soon. The cost of the truck still appears to be under \$300,000. The plan for the aerial truck is for possible ordering in 2008 with delivery to coincide with the construction/renovation of the downtown station.

**Other Business:** Jack Carty suggested that to facilitate the meeting that the meeting minutes be approved by without having make motions and seconds and have the Chairman make the acceptance and asked if there were any changes. The committee felt that was an appropriate idea and going forward minutes will be approved in that manner.

**Next Meeting:** The next meeting will be held on Wednesday, June 21, 2006 at the Town Hall Annex, beginning at 7:00 pm.

**Adjournment:** Bill Bayard closed the meeting at 8:30 pm hearing no objections.

Respectfully submitted,

*Brenda L. Vittner*

June 7, 2006

**Approved: June 21, 2006**