

# MEREDITH CAPITAL IMPROVEMENTS PROGRAM ADVISORY COMMITTEE MEETING MINUTES

**Date of Meeting:** September 6, 2006

**Members Present:** Bill Bayard, Chairman, Planning Board Representative  
Miller Lovett, Board of Selectmen Representative  
Jack Carty, Inter-Lakes School Board Representative  
Lou Kahn, Planning Board Representative (Alternate)  
Jeanie Forrester  
Tony Candage  
Mark Flanders

**Staff Present:** Carol Granfield, Town Manager  
Bob Hill, Water and Sewer Supt.  
Phillip McCormack, Supt. of Schools  
John Edgar, Town Planner

**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:** The minutes of 6/28/06 were reviewed. Chairman Bayard questioned if there were any questions or necessary changes. Hearing none, the Chairman declared the minutes approved as presented.

## **Inter-lakes School District Update:**

Phillip McCormack, Supt. of Schools met with the Committee to provide an update on the athletic field reconstruction project discussed in June. Phil provided the following highlights and clarifications:

- o Since the 2003 study, rocks have heaved thru the track impacting 3 of 6 lanes creating significant safety hazards.
- o Experts have been brought in and have concluded that the track needs replacement as opposed to re-surfacing.
- o Proper drainage is a critical element and will be part of the project.
- o The consultant recommends a 25-30% cost escalation factor to cover the three years since the initial study.
- o A soils assessment will be necessary.
- o Synthetic grass is still an option. Synthetic grass will increase field playing time capacity.
- o The NH Dept. of Education has inspected the field and has granted a waiver to their preclusion of using aid money for field reconstruction projects. Forty-five percent building aid will be available for this project.
- o The estimated cost, absent design plans at this time, is approximately \$1.1 mil. The total net cost (less building aid) would be \$605,000. The Meredith share of the net cost would be \$423,500.
- o The track was originally constructed in 1969.
- o The project will be presented to the School Board on Tuesday.
- o Phil's intent, recognizing that this is yet to be before the school board, would be to proceed with design and cost estimates in time for the February public hearing on the budget.
- o Field capacity is an increasingly critical issue. The school fields are utilized by the community as well.
- o The life expectancy of the artificial turf is approximately 12-15 years.
- o No decisions have been made as to how to fund the project.
- o The total cost referenced previously does not include the upper field or lighting.

Phil provided a copy of project status report dated 9/6/06. Jack Carty and Phil reiterated the excellent help and assistance that Vint Choiniere, Meredith Parks and Recreation Director has provided to the school Fields Facilities Committee.

#### **Water and Sewer Department Update:**

Bob Hill, Water and Sewer Department Supt. met with the Committee to provide an update on various water and sewer projects. A memo dated 9/1/06 was distributed. Of the ten items listed in the memo, several were informational and no changes to the previously recommended CIP are recommended by Bob (reference items 1, 3, 4, and 6). Bob did offer the following recommendations and highlights:

- o There have been discussions with the school district regarding their connection to the municipal water system. The school at this time is not inclined to participate. Regardless of the school's decision, there remains a need for a second storage tank. Monies should be set aside at least for the planning and engineering of this project.
- o The work on Main Street and South Main Street scheduled for 2011 could be impacted by how the Committee responds to the Greater Meredith Program's six phase project discussed below.
- o Bob recommends that the construction funding for the Wicwas Dam project be pushed from 2007 to 2008 to coordinate with the completion of the engineering and the NHDOT funding.
- o The Department has requested that \$60,000 be set aside for each of three years in a, to-be-created expendable trust fund sewer system improvements; specifically slip lining of 2500 feet of existing sewer. The \$180,000 that would accrue is not a final cost but would be a good start towards a known need.
- o It is anticipated that the sewer system study will be completed by late 2007.
- o Bob flagged a new project to replace 860' of water main on Jenness Hill Road which has experienced 5 failures in 15 years. A Project Identification Form and related costs will be submitted during the 2007 cycle after coordination with the Department of Public Works.
- o The road/sewer/water project bundle previously recommended in the CIP for 2007 is still recommended.
- o The revenue offset provided by the utility would be increased from 40% to 60 % based on the Board of Selectmen's implementation of the new utility rate structure.

Miller Lovett raised a concern that there does not appear to be a mechanism to identify other potential capital deficits. Miller cited two examples; a back up water supply in the event Lake Waukegan becomes contaminated and the limitations of the existing treatment plant to handle certain contaminants. Bob concurred that these are issues and that he has flagged the need in the future to expand and upgrade the treatment plant. Miller concluded that we need get these types of issues on the radar screen and keep working on them.

#### **Greater Meredith Program Update:**

Rusty Mclear and Chris Williams of the Greater Meredith Program and Domenic Ciavarro of the Waterfield Design Group, Inc. met with the Committee to provide an update to the previously submitted street scape project proposal. A revised Project identification Form dated 9/1/06 including cost estimates, phasing schedule and location map were distributed. Chris Williams introduced the revised project and noted the impetus for this was the Plan NH Meredith Village core Revitalization Design Charette completed in May of last year. Domenic, the leader of the 2005 Plan NH team, provided an overview of each of the project phases. Highlights of the presentation include:

- o The proposal has been coordinated with Mike Faller of Department of Public Works and Bob Hill of the Water and Sewer Department. Redundancies between this proposal and departmental planning have been avoided.
- o The proposal seeks \$75,000 in 2007 (Phase 1) to conduct ground survey and develop project wide conceptual design.

- The conceptual design would be followed by 5 construction phases. The actual number and scope of the construction phases would likely be adjusted and fine tuned as a result of the work in Phase 1.
- Lineal foot cost estimates were provided for each phase segment. Each segment includes a variety of road, drainage, sidewalk, sewer, water and streetscape improvements.
- The phase estimates also include allowances for design and engineering and cost escalation.
- As presented, the construction phases would run from 2008 thru 2013.
- The total cost estimate for all phases with adjustments as noted is \$4,030,350.
- The street scape, beautification elements of the estimates represents a relatively small portion of the project costs.
- The road segments that intersect with US Route 3 will have to be carefully coordinated with the ongoing corridor study, particularly the Main Street intersection at Junction 3/25.

Carol Granfield asked if certain aspects of the project could be done all at once as opposed to phasing everything. This is an example of what can be looked at during conceptual design (Phase 1).

Mark Flanders suggested that the costs be broken down to identify what needs to be done anyway (roads, drainage, utilities, sidewalks), and what costs are associated with the beautification element.

Rusty Mclear reiterated that the town has been talking about pedestrian friendliness and walk ability. Whether we construct now or some time in the future, the Phase 1 planning money is important so that this process can get started. John Edgar asked for clarification as to how this project relates to the DPW and Water and Sewer Dept. Main Street project in the CIP for 2011. The GMP project does not include Lang Street that is included in the 2011 project. Chris will ask Mike for further clarification.

#### **Fire Station Building Advisory Committee Update:**

John noted that we have received an update from Chief Palm. The Building committee meets on the first and third Tuesdays. It appears that the current site is best suited to meet the needs of the Dept. The committee is visiting other communities and an RFP for an architect will be sent out. Another update will be forthcoming in the Spring of 2007.

#### **Adjournment:**

The meeting was adjourned approximately 9:07 PM.

Respectfully Submitted,

John Edgar, Town Planner

9/7/06

**Approved:** September 13, 2006