

**MEREDITH CAPITAL IMPROVEMENTS PROGRAM (CIP)
ADVISORY COMMITTEE MINUTES**

September 23, 2009

In attendance:

Bill Bayard, Chairman
Lou Kahn, Vice Chairman
Lisa Merrill, Inter-lakes School Board Rep.
Miller Lovett, Board of Selectmen Rep.
Jeanie Forrester
Justin Van Etten
Jack McEwan

Staff in Attendance:

Phil Warren, Town Manager
Brenda Vittner, Admin. Services Director
Vint Choiniere, P&R Director
Brian Carroll, W&S Superintendent

- Meeting opened: 7:05 p.m.
- **Meeting Minutes** – minutes from the last meeting and this evening’s minutes would be provided for approval at next Wednesday’s meeting.
- **Update to the Committee – Parks & Recreation** – Vint Choiniere gave an update of the intersection issue in Meredith Center. The planning process at Child’s Park includes wetland delineations and survey of the park. Vint presented cost estimates for new playground equipment and upgrades to the park. The site has water and sewer on site. Many users groups have requested a restroom versus having a port-a-potty. Currently there is only parking available for 17 spaces and is insufficient. Additional improvements could increase parking by 18 spaces. The plan for the skating rink would still be in the gravel parking area, specifically the new parking area. The ball field improvements would include an increasing the area and make it more useful to the Little League groups and enable groups to have additional space. All of the presentation is geared to putting ideas on the table for when the project would come forward for funding. Vint feels strongly that the current green space should be maintained to keep the uniqueness of Child’s Park. Miller Lovett strongly feels that the Town needs to bring more pressure to bear on the State in relation to the intersection issue so that the Town can make a renewed effort to improve Child’s Park. The Committee reviewed the preliminary estimates and discussed the possibility of fund raising opportunities. The project should move forward regardless of waiting for the State to determine whether a round-about is implemented. The Committee requested that Vint provide a priority list of the items within the cost estimates. The Committee feels strongly that a strong fund-raising effort should be made to help fund this project.
- **Update to the Committee – Water & Sewer/Water Study Committee** – Phil Warren, Town Manager updated the Committee on the progress of the Water Study Committee. Items that have been completed include the determination of the average and maximum day demands, loss rates/reduction of unaccounted for losses, consumption study by land use type locally derived GPD values, local residential customer population survey, future demand analysis, available spare capacity analysis and institutionalizing record keeping. Brian Carroll spoke to the incredible progress that the Water Study Committee made in bringing the plant up to date and running at actual capacity. There were many recommendations made a substantial cost savings that has saved the Town a lot of money. The question was brought up concerning the search for an additional water source. This item has been on hold while the plant has been bringing brought up to best management practices. Monetary request to the Committee will be provided for next Wednesday’s meeting. The town received the Sewer System Evaluation Survey, Phase I and is being reviewed and evaluated. Brian is working through the various issues to determine the needs for the collection system and what near future needs for items that may meet the capital threshold.
- With no further business before the Committee, the meeting was adjourned at 8:30 pm.
- Next Meeting: Wednesday 30, 2009, Town Hall Annex, 7:00 pm

Respectfully submitted,

Brenda L. Vittner

APPROVED: September 30, 2009