

Meredith Capital Improvements Program (CIP) Advisory Committee

Meeting Minutes
June 16, 2010

Members Present: Bill Bayard, Chairman, Planning Board Rep.
Lou Kahn, Vice Chairman, Planning Board Rep.
Jack McEwan
Miller Lovett, Board of Selectmen Rep
Jeanie Forrester
Lisa Merrill, Inter-lakes School Board Rep.

Members Absent with Notice: Justin Van Etten

Staff Present: Phil Warren, Town Manager
John Edgar, Community Development Director
Brenda Vittner, Administrative Services Director

Chairman Bayard called the meeting to order at 7:04 PM.

Minutes.

The draft minutes of May 26, 2010 were reviewed. Chairman Bayard called for any corrections or additions. Lou Kahn brought to the committee's attention a typographical error. There being no substantive corrections or additions, the minutes of May 26, 2010 were approved as written. The correction will be made to the approved minutes.

Library.

Paul Eldridge, Chairman of the Library Board of Trustees, Mary Beth McEwan, Secretary of the Library Board of Trustees, Ann Butler, Library Trustee, and Erin Apostolos, Library Director met with the committee to discuss a real estate matter. Lisa Merrill made a motion to enter nonpublic session for the consideration of the acquisition, sale, or lease of real or personal property as provided for in RSA 91-A:3 II (d) . Seconded by Jack McEwan. Chairman Bayard called for a roll call vote. Forrester- yes, Kahn- yes, Lovett- yes, McEwan- yes, Merrill- yes, Bayard- yes . Phil Warren, Town Manager, John Edgar, Community Development Director and Brenda Vittner, Administrative Services Director were also present. No actions were taken in non-public session. Jeanie Forrester made a motion to exit nonpublic session. Seconded by Lisa Merrill. Chairman Bayard called for a roll call vote. Forrester- yes, Kahn- yes, Lovett- yes, McEwan- yes, Merrill- yes, Bayard-yes .

Water Department/ Water System Committee.

Dave Thorpe, Chairman of the Water System Committee met with the committee to provide several updates. The committee reviewed a document entitled Meredith Water System Committee Summary, June 16, 2010. Dave also reviewed with the committee graphic illustrations of Capacity vs. Demand, Peaking Factor and Non-metered losses. Dave indicated that he and John plan to revisit and update the demand projections. There was discussion regarding costs, benefits and time frames associated with the development of an groundwater supply source and an additional storage facility. John noted that although these capital needs have been identified, the Water System Committee has not yet developed alternative strategic plans and associated recommendations. Dave noted that the committee is currently working on water and sewer rate proposals which will include a capital component. Emery and Garrett, Inc. will be presenting the results from Phase 1 of the Groundwater Investigation to the Water Committee on 6/17/10 and the CIP Advisory Committee was invited to attend. Phil noted that the consultant working on the hydraulic model has started.

Sewer Department.

Phil advised that the Winnepesaukee River Basin is moving towards a flow based system for purposes of allocating costs to member communities. The WRBP is also pursuing a capital improvements program annual department budget and supported by the rate payers. Regarding our municipal collection system, John noted that when the new department head gets settled and we fill the GIS Specialist vacancy we will resume work on the sewer asset management initiative.

Other Business.

Miller Lovett advised the committee that the Rotary Club has committed \$7,500 towards the Childs Park project and has committed to building the proposed building. The committee agreed that this was an outstanding development and hopefully will round out the funding needs.

With no other further business to come before the committee, Lisa Merrill made a motion to adjourn the meeting at 8:58 PM. Jeanie Forrester seconded the motion. All voted in favor, the motion carried.

Respectfully Submitted,

John C. Edgar
Community Development Director
June 17, 2010

Approved: September 29, 2010