

## **Meredith Capital Improvements Program (CIP) Advisory Committee**

Meeting Minutes  
June 8, 2011

Members Present: Lou Kahn, Chairman, Planning Board Rep.  
Jack McEwan, Vice Chairman  
Ed Touhey, Planning Board Representative  
Miller Lovett, Board of Selectmen Rep.  
Jeanie Forrester

Members Absent: Jack Carty, School Board Rep. (with notice)  
Justin Van Etten (with notice)

Staff Present: Phil Warren, Town Manager  
John Edgar, Community Development Director

Chairman Kahn called the meeting to order at 7:01 PM. John indicated that he had received notice that Jack Carty and Justin Van Etten would not be able to make the meeting.

### **Meeting Minutes.**

The Committee reviewed and considered draft meeting minutes for May 25, 2011. Chairman Kahn called for any corrections or comments. John indicated that he had received comments from Jack Carty. Jack indicated that the text on p. 2 regarding the Inter-lakes Elementary School well may be misleading. John reviewed with the Committee revised text that better describes Jack's update on the issue. There was consensus that the revised text more accurately reflects Jack's presentation. By acclamation, the minutes were approved as amended.

### **Update: Water System Advisory Committee and Water Department.**

Dave Thorpe, Chairman of the Water System Committee (WSC) met with the Committee to provide an update on WSC activities. The Committee reviewed and discussed an outline entitled Water System Committee- Brief History of Activities dated June 8, 2011. Dave indicated that the WSC is working on a long range plan including recommended capital investments. Dave will provide an update in September, however it is not anticipated that the water utility strategic plan will be completed at that time. Dave identified a need to get a better handle on the distribution system from a capital replacement perspective. The Committee reviewed and discussed an outline entitled Superintendent's material dated 6/6/11. There was discussion regarding the issue of system redundancy including alternatives to a second storage tower, development of a groundwater supply source and the use of variable frequency drive pumps in the treatment plant.

**Update: Sewer Department.**

Phil Warren, Town Manager met with the Committee to discuss sewer-related capital needs. Phil described the status of the repair work on-going in NH Route 25. Phil projected the need for a substantial amount of sewer replacement in NH Route 25 based on recent experience due to pipe condition, excavation conditions and inordinate amounts of groundwater infiltration. This would likely be a bond issue and may present itself within the next 18 to 36 months.

**Update: Department of Public Works.**

Phil Warren, Town Manager met with the Committee to discuss the capital needs of the Department of Public Works. The Committee reviewed and discussed a spreadsheet entitled DPW- Highway 2012 Equipment Inventory (note: includes replacement schedule by year). Phil noted that he is working with Mike Faller, Director of Public Works to identify where "Estimated Equipment Life" can be extended. Phil indicated that he supports this schedule. Miller raised concern that it may not be possible to meet this schedule if taxes are to remain level. Phil noted that would be a policy decision to be made by the Board. The Committee reviewed and discussed a spreadsheet entitled Public works Highway Department 2012 Road Projects Summary, revised 5/17/11. The 2012 total for all construction costs (paving, gravel, etc.) for all project types (overlays, chip seals and major maintenance), by road, totals \$1,036,464. Phil noted that several roads had been deferred or put on hold in recent budgets due to economic conditions. Miller Lovett noted that previous Board decisions to defer capital spending may impact future budgets and complicate the current, level tax commitment strategy.

Phil noted that at some point in the future a committee will be established to begin the process of examining the need to replace the DPW Highway Garage located on Jenness hill Road.

**Adjourn.**

With no further business to come before the committee, the meeting was by acclamation, adjourned at 8:15 PM.

Respectfully Submitted,

John C. Edgar  
Community Development Director  
June 15, 2011

Approved: September 8, 2011