

**Town of Bow**  
**Capital Improvements Committee**  
**June 4, 2018**  
**Approved Minutes, as Amended**

The Capital Improvements Program (CIP) Committee met Monday, June 4, 2018 at 6:00 PM. in the Selectmen's meeting room in the Municipal Building at 10 Grandview Road, Bow, New Hampshire.

Committee members present were: Chair Jeffrey Knight (Citizen Representative); Colleen Hunter (Board of Selectman Representative); William Oldenburg (Planning Board Representative); Bob Arnold (Budget Committee Representative) and Glenn Dugas (Citizen Representative). Also present was Finance Director Geoff Ruggles; Timothy Sweeney, Director of Public Works; and Scott Beaulac, Fleet Maintenance Manager. Vice Chair Robert Louf (School Board Representative); and Dik Dagavarian (Citizen Representative) were absent.

**I. Call to Order**

Chair Jeffrey Knight called the meeting to order at 6:00 PM

**II. Old Business**

1. Acceptance of the any unapproved minutes.

Chair Knight called for a motion to approve the minutes.

**Motion:**

Bill Oldenburg moved to approve the minutes of June 4, 2018. Selectman Hunter seconded for discussion. Selectman Hunter noted that it was Robert Louf that was nominated by her to be Vice Chair and not the other way around.

Chair Knight called on a vote for the June 4, 2018 minutes, as amended. Motion carried by majority vote with 3 in favor and 2 abstentions.

**III. New Business**

1. Bridges and Highway; Public Works Equipment

Tim Sweeney, Director of Public Works, reviewed the listing of projects noting that annual road paving is in the CIP for \$440,000. There was some discussion about the possibility the amount may get cut. It was noted that the longer paving/repairs were put off, the more expensive it would be in the long run. Selectman Hunter mentioned that Public Works Director Sweeney was able to negotiate a lower price for asphalt. Bob Arnold asked if DPW sometimes didn't seal cracks where they knew they would be repaving. Director Sweeney replied that they didn't want to waste money crack sealing something they knew they were going to reclaim. That being said, crack sealing (\$10,000) was taken out of the budget for this year. Director Sweeney further stated that DPW liked to crack seal two years after paving to protect the road and the town's investment in the paving.

**Bridge Capital Reserve Fund Engineering - River Road-Rt. 3A:** The engineering project listed under the Bridge Capital Reserve Fund ties in with the River Road-Rt. 3A Intersection project listed under the Highway Capital Reserve Fund. Bill Oldenburg said the NH Legislature took out the money for the State Highway Aid program, so it no longer exists. Further, there are very few projects that are "grandfathered" in. The Committee

discussed which, if any, of Bow's projects were grandfathered. Selectman Hunter will check with the Town Manager. The State did a Route 3A Corridor study which identified areas of concern. The Committee wondered if any of Bow's Route 3A projects were identified in the study. DPW Director Sweeney said even if Bow's Route 3A area projects weren't included in the study, the Town would still have to make improvements because Coastal Forest Products (Coastal) was building a very large building in the area and there will be a huge amount of tractor trailers going in and out.

Chair Knight asked if there were impact fees for large companies such as Coastal which put a strain on the infrastructure. Bill Oldenburg, Planning Board Chair, responded that the 3A Impact Fee no longer existed. The Committee then reviewed the remaining projects listed under the Bridge Capital Reserve Fund and had general questions about engineering for the projects.

**Highway Capital Reserve Fund Projects - River Road/Rt. 3A Intersection:** DPW Director stated that the estimate of \$250,000 may be low because the costs of engineering are unknown. When asked if the estimate should be increased at this time, DPW Director Sweeney felt it better to wait on the results of the Town Manager's discussions with DOT.

**Page Road Bridge Replacement:** The engineering has been done and the aid from the State should have been received. Finance Director Ruggles will check. He will also get the engineering estimate for backup to the project sheet.

**Falcon Way/White Rock Road Intersection:** DPW Director Sweeney is suggesting adding measures to alleviate traffic backup into and out of the high school. Suggested are such things as a turning lane and a continuation lane, plus a lane to stack traffic (which will take engineering.) Examples of traffic scenarios were discussed as well as various possibilities to mitigate the situations. DPW Director Sweeney said a line item for engineering should be added to the spreadsheet.

**River Road Bridge:** Chair Knight asked for a bridge estimate sheet to go with the project sheet. Noted on the project sheet is that Dubois and King is proposing the bridge be moved back to FY2024 which would allow this bridge to be constructed at the same time as the Bella Brook Bridge (Page Road) in order to save costs. Selectman Hunter will check Town Manager Stack. DPW Sweeney suggested it may be an incorrect statement. Finance Director Ruggles will check into it.

## 2. **Public Works Equipment**

According to DPW Director Sweeney, the new 10 wheel dump truck is working out very well, saving time and money in fuel costs. DPW is now proposing, in the CIP, to change another 1 of the 6 wheel dump trucks to a 10 wheeler. The other 6 wheeled dump trucks are proposed to be replaced with 6 wheelers. **2004 Pickup Truck:** DPW Director Sweeney would like to increase the estimated replacement amount from \$60,000 to \$70,000 based on the cost of a recent vehicle purchase. **2013 Backhoe:** DPW will revisit it in a year or two to see if it could be moved out. He wants to see if the excavator can save the life of the backhoe. **1993 Sullair Compressor:** Purchase price is under the \$25,000 minimum for CIP but they had been saving for it prior to the change in the minimum cost, which is why it is still included. It was generally agreed to leave it in the CIP until it is purchased then drop it off CIP and include it in operating budget. **2014 Pickup Truck PWD Dir.:** Current replacement estimate is too low in comparison to what it would cost when it is actually purchased. The Committee agreed to increase it to \$35,000 from \$25,000. **2000 Grader:** At \$350,000 the estimated purchase price is too low and it was changed to \$450,000. There was a question on whether purchase of a new grader could be pushed out. DPW Director Sweeney said it was currently in great shape but it is also obsolete. In its 20 year life expectancy, parts will be hard to get. Stretching out the purchase will affect the trade in-value of the machine. Chair Knight asked if it made sense to look at the trade in-value today, since it is obsolete and parts and repairs will be an issue. DPW will look into it and get the Committee some information on current maintenance cost and trade in value.

3. **Parks and Recreation – Hanson Park Storage Building:** The shed project sheet has been revised and its purpose changed. The building would now be for the groundskeeper to keep all his equipment in and for repairs etc., which will get him out of the Community Center building. DPW Director Sweeney stated that the Parks and Rec equipment is stored in several places all over the town. Having it stored under one roof would decrease liability from road travel, decrease travel time and result in more efficient use of time. Equipment would be assessable at the fields where it is needed and all equipment would be under cover when not in use. There was discussion of fund raising for the building and looking for other sources of funding. Finance Director Ruggles will check with the Parks and Recreation Director about the Field Fund and revisit “field fees” to see if there is a way they can raise some money for this project. Impact fees were mentioned.

Selectman Hunter thanked DPW Director Sweeney and Fleet Maintenance Manager Scott Beaulac, for their time and input. She further thanked Mr. Beaulac for his work in organizing the DPW building and parts stating it now looked very professional. Selectman Hunter also mentioned how much she appreciated DPW’s assistance with various projects at the Public Safety Building.

**Facilities:** Director Ruggles told the Committee that he had inserted sheets detailing each facility, their major components, with the costs he could find. The Committee discussed using the Public Safety Building as a template since it is the most recent and putting the life span in 5-year increments, since the life spans were so large. It was agreed to pick two buildings: Public Safety Building and the Municipal Building, to discuss at the June 18<sup>th</sup> meeting after Police and Fire. Director Ruggles will provide a spreadsheet for discussion.

#### **IV. Adjournment.**

There being no further business before the Committee, Chair Knight called for a motion to adjourn.

#### **Motion:**

Upon a motion from Selectman Hunter and a second from Bill Oldenburg, the Committee voted unanimously to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Wendy Gilman, Recording Secretary