

Town of Milford
CAPITAL IMPROVEMENT ADVISORY COMMITTEE
MEETING MINUTES
August 30, 2023

Present: Terrence Dolan, Community Development Director
Patricia Kenyon, Secretary, CIP Member
Bill Cooper, Facilities Coordinator, School District Representative
Dana Dahl, CIP Member
Michael Thornton, CIP Member
John Andruszkiewicz, CIP Member
Susan Smith, Planning Board Representative
Paul Bartolomucci, CIP Member
Kathy Parenti, Library Trustee Representative

Not Present: Peter Basiliere, Chair, Planning Board Representative

Recording Clerk: Jane Hesketh, Community Development

Meeting Agenda

1. Review and Approval First & Second Mtg. Minutes • 08/09/23 Mtg. • 08/16/23 Mtg.
2. Fourth Departmental Presentation of Requests: Jim Pouliot, Water Utilities
3. Continued Committee Discussion on Definitions, Project Evaluation & Scoring Criteria
4. Upcoming Meetings: 09/06/23, 9/13/23
5. Other Business
6. Adjournment

Call to Order

Terrence Dolan, Community Development Director acting as Chair, opened the meeting (P. Basiliere on Red Cross assignment). He introduced himself, and then took attendance around the table. All members (except P. Basiliere) were present

Review and Approval First & Second Mtg. Minutes 8/9/23 & 8/16/23

T. Dolan asked if committee members had an opportunity to review these minutes and they did. He then asked if there were any questions or changes and there were none.

T. Dolan asked for a motion to **approve minutes of 8/9/23**; M. Thornton made a motion to approve and D. Dahl seconded. All were in favor; Paul Bartolomucci recused since he was not in attendance at this meeting.

T. Dolan asked for a motion to **approve minutes of 8/16/23**; M. Thornton made a motion to approve and D. Dahl seconded. All were in favor; Bill Cooper recused since he was not in attendance at this meeting.

MINUTES

CAPITAL IMPROVEMENT ADVISORY COMMITTEE, AUGUST 30, 2023

Department Presentations

1. Jim Pouliot, Water Utilities

a. Pennichuck Booster Pump Station

Mr. Pouliot explained the contract with Pennichuck was renewed in February 2023. The BOS awarded \$110,000 to start the design for this project. ARPA Funds from Hillsborough County contributed over \$1million towards this project. Full design will be done in December and then put out for bids. Even with the funds that have been contributed, it will not cover the entire cost. J. Pouliot said he will have final figures for the March 2023 warrant article. Estimates are that the donated funds will cover about 1/3 of the total cost per J. Pouliot. The deadline with Pennichuck is 12/31/2025 when it needs to be online. This is the highest priority project. Mr. Pouliot went on to explain it is a simple station and once the build starts it will take 9-12 months to complete. There was discussion about the location as well as funding and cost. J. Pouliot gave a description of what the station will do for the town. There was also a discussion about the chlorine levels and the addition of this to the water.

b. Brookview Booster Pump Station

Jim Pouliot stated this is slated for 2027. This station serves about 8-9 homes on Brookview. It is in need of repair. It is a smaller pump station. The estimate is around \$500,000 but further research will determine the exact amount. Selectman Dargie interjected by saying the cost cannot be TBD but needs to have an estimated figure even though it is a project for the horizon. This pump station is 40 years old and the life span is about 40 years. It was asked if it is usual to have a pump station for only 8-9 homes. J. Pouliot explained this is the case based on the elevation in the local and there are other pump stations servicing specific homes. Susan Smith asked if this grant could cover the cost. J. Pouliot said it could and it is something he will try for this project.

c. Hilton Homes Water Main Project

J. Pouliot said the majority of the water main breaks are in the Hilton Homes area. Starting next year water mains will start to be replaced. The type of line will be changed to a better quality for that area. It is estimated to have a cost of \$200,000. This cost is part of the Water Department budget that is used for water main replacements. It will be about a 4 year project. This will be funded by users. Susan Smith stated this will also reduce maintenance costs with less water main breaks. Susan Smith stated that J. Pouliot will not require funding but it is part of the Capital Plan; to T. Dolan she asked: does this need to be on a warrant article? T. Dolan deferred to Selectman Dargie. Paul Dargie said it will not be a warrant article but for the budget line it should read \$200,000 over 4 years. J. Pouliot stated this is a yearly budget line item for water main breaks.

d. Amherst Street Water and Sewer Rehabilitation

J. Pouliot stated this is for Amherst Street where the water line needs to be replaced. This project is being done in conjunction with the DPW. There is now a "Pipe Crew" between the DPW and Water Utilities. The idea is to keep ahead of the repaving that the DPW will be doing; one year pipe lines are replaced and the following year DPW will pave. M. Thornton further explained this process. The project is anticipated for 2027. There were further discussions. This will be a warrant article and is not a budget line. This will be on the horizon. P. Dargie said to put an estimated figure in. Funding for these projects was discussed in terms of the rate increases. J. Pouliot explained there are debts that will be dropping off over the next few years and these projects will take their place. Susan Smith asked if the debts coming off can be shown in comparison to those that will be added.

e. North End AC Main Replacement

J. Pouliot started by saying this project is in the design process. This project right now is estimated at \$3.5 million. It is slated for 2029. The main reason this is already in the design stage is because of the current available funding which is contingent upon the work being in design. Susan Smith asked about the deadlines for the grant. J. Pouliot explained it all depends on what is available at any given time. It is estimated to be 6-7 miles of pipe and is being replaced because it is old asbestos pipe; the tank is right there and if there were a break it would drain the tank. This was discussed.

MINUTES

CAPITAL IMPROVEMENT ADVISORY COMMITTEE, AUGUST 30, 2023

Department Presentations

1. Jim Pouliot, Water Utilities

f. Water Main Parallel Project

Jim Pouliot started by saying there are a number of water mains in town with older lines that are continual being replaced with better material. Mr. Pouliot explained the new pipes are put in next to the old lines but not yet connected. This project is to remove the old lines that are running parallel to the new lines and then connect the new lines to the water source. This is in the budget. It was due to cost that this was done this way. Each project is about \$50,000. There are cost savings with maintenance and calls for repairs that will be eliminated. A rough estimate, per J. Pouliot, is that it will be about 10 years before all dual lines are replaced.

g. WWTF Secure Sludge Landfill Project

Waste water was originally sent to this landfill. The land was filled and capped in the 1980's. There are wells in the area and these wells have shown contamination which is leaching from the landfill. It is undetermined where the leak is coming from. J. Pouliot explained this needs to be repaired or the landfill removed. The fill is about 1 acre in size. There are plans with NHDES. J. Pouliot explained some of the ideas: install curbing around the field to prevent rain water from getting into it (least costly); install 2 other wells in the area to determine where the PFOS is coming from; treat the water that is entering it (this is more costly). The cost for this is difficult to estimate at this time due to the uncertainty of the problem's solution. J. Pouliot added there have been meetings with NHDES, but right now he is waiting to hear back. He again mentioned the curbing which, J. Pouliot said, will help the situation. Mike Thornton asked if the idea of re-capping it had been discussed. J. Pouliot said it had been, but this would be very costly to do. It was asked if this is the only landfill that he is aware of. Selectman Dargie stepped forward, and to J. Pouliot, the cost needs to be itemized since it is part of the 10 year plan. This was discussed.

Director Terrence Dolan to J. Pouliot; this ends the presentations and you will be providing updated project request forms. T. Dolan asked if there were any questions and there were none.

Committee Discussion on Definitions, Project Evaluation & Scoring Criteria

T. Dolan said he wants to hold off on this discussion until Chair Pete Basiliere can be in attendance.

Upcoming Meetings: 9/6/2023 , 9/13/2023

Other Business

Kathy Parenti provided the board with pictures that had been requested at the last meeting. She continued by saying she has been in touch with the General Contractor about the existing electrical panels. The contractor said he will not be adding new panels but will work with the existing panels. Committee members disagreed with this approach. The consensus is that the contractor should add panels as part of the project. Kathy Parenti explained the grant only covers the cost of the HVAC; a warrant article would be needed for the additional cost. Bill Cooper explained the problem could be that the new HVAC, using the existing electrical panel, could trip a breaker. If this happens, the contractor would not be responsible for this problem. Bill Cooper also sees this as a safety issue. Mike Thornton pointed out this leads back to the problem that the breakers cannot be replaced since the parts are difficult to get and there are no electricians willing to work on the old electrical panels. It was agreed this is not an area where "corners should be cut"; while there may be a new and better HVAC, the old electrical panel could cause problems.

Susan Smith asked if there are any other funds available. K. Parenti explained using existing funds would take away from the addition project. B. Cooper pointed out that the HVAC is a bigger priority. John Andruszkiewicz asked about the emergency lighting replacement being that the lights are just not to code. K. Parenti explained that is correct but the current lights do work correctly. Patricia Kenyon, in line with the comment about priorities, pointed out that if there is an electrical issue that should cause a fire then the library may be gone and there will be no addition. K. Parenti said she will adjust the cost to reflect the replacement of the electrical panels with the HVAC.

1 **MINUTES**

2 **CAPITAL IMPROVEMENT ADVISORY COMMITTEE, AUGUST 30, 2023**

3
4
5 **Other Business**

6
7 Mike Thornton asked about the restroom project and if the plumbing could be done in a different way. This idea was
8 discussed.

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10 The addition of new electrical panels was discussed in terms of the project for the addition. Bill Cooper said he will
11 look into what an upgrade for the school will cost and perhaps tie it into the library upgrade to get a better price. K.
12 Parenti said she will talk with the contractor.

13
14 Paul Bartolomucci to Selectman Dargie: where does this fall into for the town; the library is a town building; the
15 town has capital reserve fund for building repair, could a piece of it be used if the Selectman agree to this. BOS does
16 budget for the Library each year. The cost needs to be established before anything can be decided. Estimate right
17 now is \$190,000. The cost for just the panels will be less than that.

18
19 Meeting of September 6, 2023 will be held in the Banquet Hall.

20
21 The next meeting will be project requests from the school. Paul Bartolomucci asked about the surveys. Bill Cooper
22 gave an update to the best of his knowledge. The Superintendent will have the details of this for the next meeting.

23
24 There were also discussions about the old High School building and what will or can be done with it. More
25 discussions continued in regards to the school buildings, available town land, renovation projects, school programs,
26 trade programs and costs.

27
28 **Adjournment**

29 Terrence Dolan adjourned the meeting.