

MILFORD PLANNING BOARD PUBLIC HEARING
November 22, 2016 Board of Selectmen's Meeting Room, 6:30 PM

Members Present:

Christopher Beer, Chairman
Paul Amato
Tim Finan
Doug Knott
Janet Langdell
Kevin Federico, BOS representative
Veeral Bharucha, Alternate

Staff:

Lincoln Daley, Comm. Dev. Director
Shirley Wilson, Recording Secretary
Mitchell Hemmer, Videographer

Excused:

Susan Robinson

MINUTES:

1. Approval of minutes from 10/14/16, 10/25/16, 11/1/16, 11/10/16

PUBLIC HEARING:

2. **2017-2022 Milford Capital Improvements Program (CIP) Plan**

In accordance with NH RSA: 675:7 the Planning Board will conduct a public hearing to present, discuss and adopt the 2017-2022 Capital Improvements Program (CIP).

Continued from the 10/25/16 meeting

Chairman Beer called the meeting to order at 6:30PM. He introduced the Board and staff and explained the ground rules for the public hearing.

MINUTES:

J. Langdell made a motion to approve the minutes from the 10/14/16 meeting, as presented. D. Knott seconded. V. Bharucha and K. Federico abstained and all else in favor. Motion carried unanimously; 5-0-2.

J. Langdell submitted corrections to the minutes from the 10/25/16 public hearing and made a motion to approve, as amended. K. Federico seconded. V. Bharucha abstained and all else in favor. Motion carried; 6-0-1.

Minutes from the 11/1/16 meeting were continued to the next meeting.

2017-2022 Milford Capital Improvements Program (CIP) Plan

In accordance with NH RSA: 675:7 the Planning Board will conduct a public hearing to present, discuss, and adopt the 2017-2022 Capital Improvements Program (CIP).

Chairman Beer recognized:

Paul Dargie, Committee Chairman & School Board Representative
Peg Seward, BAC Representative
Chris Pank, BAC Representative
Lincoln Daley, Community Development Director

P. Dargie listed the committee members; Tim Finan, Rose Evans, Veeral Bharucha, Peg Seward, Chris Pank, Gil Archambeault and Lincoln Daley, staff support. He then gave an overview of the process and the development of the report and reviewed the major projects, in detail.

2017 Projects

1. **2017 Fire Department (FIRE11-01) – Upgrades to Downtown Station - \$3,000,000**

P. Dargie stated that this proposal is to construct an addition including one more bay onto the existing building which was built in 1974. C. Pank, committee member, spoke as a retired firefighter and described the conditions of the building. He also informed the Board that today's number one concern for firefighters is carcinogens and cancer. The federal government suggests that all full-time firefighters shower upon returning to the station to remove these deadly chemicals; we have one shower and this project would add more. He also presented several scenarios where responses are impacted from not having all the equipment housed at the fire station such as entrapment from building collapse and hazmat situations. We really need that sixth bay because we're really hurting for space. The Town supported the purchase of a utility trailer a few years ago and that piece of equipment is kept outside because there is no room for it inside. The rescue boat is hanging from the rafters. All firefighter equipment has to be brought back to the station and washed and dried before it can be used again. I cannot implore how important the project is and how important the additional space is. Other ancillary equipment is stored at Water Utilities; the building collapse/hazmat trailer, the bucket truck, and the generator. P. Dargie noted that last year the \$25,000 warrant article for an engineering study did not pass, so the \$3M is a rough estimate. It will be up to the Selectmen as to whether they will look for money to do the engineering or request the money for the project. P. Seward added that Chief Kelly has been working with an architect who has given his time to put together a plan with quotes. It is not formal, but it is more than just raw numbers. We are also suggesting that the engineering funds be put in the budget, not as a separate warrant article. Last year it may have failed because people didn't have enough knowledge of the tremendous safety need. There are no sprinklers in the current building with fueled vehicles and expensive equipment. Last year's fire in Weare was referenced.

2. Public Works – Highway (DPWH16-02) – Grader/Loader - \$100,000

P. Dargie said the current equipment purchased in 1975, is in very poor condition and really unsafe to use. The request is to purchase a used piece of equipment which would be adequate for the estimated usage and needs of the department. He then referenced the DPW vehicle replacement schedule that shows the maintenance and hours for each vehicle and said all requests are consistent with that plan.

3. Public Works – Highway (DPWH10-01) – Truck, 36K GVW, 8 CY, w/Plow, Sander, Wet System - \$185,000

4. Public Works - Highway (DPWH13-02) – Backhoe, Tractor Loader with Thumb Attachment - \$106,000

5. Public Works – Highway (DPWH14-03) – Roads – Catch Up Project - \$5,000,000

P. Dargie stated that DPW currently spends \$300,000 annually on road maintenance, but that's not really enough to keep up and the overall average condition of the roads is declining. There is a backlog of work that needs to be done. He referenced and explained the Overall Condition Index Report done by Cartegraph that rates all the roads in town. \$10.8M would be required to bring all roads up to an average rating of 65 out of 100. The work would be broken up into three seasons and there are a number of ways to approach the cost. The committee is in favor of catch up work for the roads and the Selectmen can determine the financing.

D. Knott inquired if the state and federal entities use the same rating system. K. Federico said it is an industry standard but he doesn't know what the state or federal highways have adopted. L. Daley explained that this is a database management system that assigns values for certain assets; there are ninety plus miles of roads and every section has a rating.

K. Federico stated that there are a number of factors, including condition, traffic counts and the cost of repairs that get programmed into the rating of a road and as an example, South St when completed might be rated as 85. It takes the human opinion out of the equation except for setting the OCI. Over the years, the Selectmen have been talking about bringing the DPW budget up in conjunction with or following a warrant article like this. The DPW Director has said we could spend \$600,000 and just barely get by for standard maintenance. That explains why the roads are declining when we spend \$300,000 and this report shows we should spend \$10.8M. A couple years ago, Amherst passed \$10-\$15M in warrant articles to do just this because they didn't do the preventative maintenance and we're falling into that same situation. J. Langdell noted that the State is also seeing this decline.

T. Finan said the DPW Director explained that the many different methods available for road maintenance, but over the long term, the most effective thing to do is to do inexpensive repairs frequently. K. Federico ended a discussion on maintenance by stating that the \$300,000 is holding flat in the budget.

6. Public Works – Highway (DPWH16-01) – Swing Bridge - \$560,000 (\$112,000 Town Portion)

Originally the committee rated this project with an 80% funding match from the Transportation Alternatives Program; however, that funding is no longer available and we most likely would have ranked this project differently at 100% funding. The work does need to be done and if not repaired within a few years, it will have to be closed. L. Daley added that staff is working on alternative funding for that project.

7. Public Works – Highway (DPWH13-04) – Bridges Capital Fund - \$175,000/Year

The prior bridge analysis report was referenced. \$9-\$10M is needed for repairs to some of the major bridges around town and historically there was 80% funding from the state, but that also has stopped. The consensus of the committee is that we should wait to see if funding will become available again and of course repairs will have to be done when needed. DPW has started doing some of the repairs in house. These will be less costly than envisioned by the report; for example culvert replacements have cost \$100,000-\$200,000 as compared to a complete concrete bridge rebuild at a cost of \$500,000. K. Federico noted that DPW saved a considerable amount of money by not going through the state.

P. Seward brought up several items:

1. Are capital reserves included in the CIP? The Capital Reserve Committee has come up with eight new funds including items for Assessing and Kindergarten that were not included. After much discussion, it was noted that these items are for spending in the near term. Capital reserve funding is voted on an annual basis. If the total yearly spending meets the minimum requirements for the CIP and is presented to the Advisory Committee, capital reserves can be included in the CIP Report.
2. P. Seward stated that the wording reflects continued annual funding, but this not an automatic thing. It's for the town to put that money away.
3. Page 10 could be worded better. There are three different years this has been funded: \$125,000 in 2014, \$175,000 in 2015, and \$350,000 in 2016. There was also \$38,000 returned from the green bridge and some other money coming back into this fund from some completions. The Budget Advisory Committee was told that there is around \$500,000 in this fund. Capital reserve funds need to clearly state the facts and details and further discussion on warrant articles vs capital reserve funds ensued.
4. The DPW Director advised the committee that 9 of the 18 bridges listed have been completed. L. Daley noted that has been corrected and the Board has an updated listing showing 10 bridges.

Suggested revisions

- ** Amend paragraph 1 to include more information about the fund.
- ** Revise the title to reflect Bridges Capital Reserve Fund. See wording from establishment in 2014.
- ** The agents are the Board of Selectmen.

8. Water Utilities (WTR14-01) – New Water Source – Phase 1 - \$140,000 (\$0 Town Portion)

P. Dargie said we learned at the recent Selectmen's meeting that the Water Commissioners are stopping work this project. They were looking into something near Osgood Pond, but that did not work out and this project will not move forward. K. Federico added that the commissioners are not optimistic about finding a local source with the volume and quality of water needed. They will keep looking, but not expend any funds doing so. A discussion on this year's drought followed.

2018 Projects

1. Wadleigh Memorial Library (LIBR01-01)–Addition to and Renovation of Wadleigh Memorial Library-5,608,000

The new library director, when hired, will be tasked with this proposal and it will come back in some form at a future date.

2. Fire (FIRE14-01) – Replace Rescue 1 - \$675,000

3. Community Development (CD10-03) – Nashua Street/Ponemah Hill Road Sidewalks and Signalization - \$665,000

This has been on the CIP in several configurations for some time. K. Federico noted that Cartegraph counts and documents sidewalks and signs but they are not calculated into the OCI road conditions. L. Daley confirmed that the original plan for this project included a crossing at Ponemah Hill/Giorgio's but did not include a crossing at either Walgreens or Ocean States Job Lots. As this project comes to fruition, we will have to re-assess the entire project and make the necessary adjustments depending on the improvements made to that plan, which may impact the overall costs. Conversation with the owners of Shaws Plaza will also need to happen.

4. **Ambulance (AMB14-01) – Replace 2001 Ambulance - \$228,000**
The proposed 5 year rotation plan was discussed in detail.
5. **Public Works – Highway (DPWH12-04) – Sidewalk Tractor/Plow with Sander - \$ 185,000**
6. **Water Utilities (WTR15-04) – Dewatering Upgrade - \$1,000,000 (\$0 Town Portion)**
The water department items are listed for informational purposes, but all are funded by the users.

2019 PROJECTS

1. **Water Utilities (WTR14-03) – New Water Source – Phase 2/3 - \$1,380,000 (\$350,000 Town Portion?)**
As discussed earlier, this will no longer happen.
2. **Public Works – Highway (DPWH12-03) – Truck, 36K GVW, 8 CY, w/Plow, Sander, Wet System - \$185,000**
3. **Community Development (CD11-02) – Osgood/Armory/Melendy Roads – Pedestrian and Bicycle**
This is another project that was based on 80% funding from the TAP grant. If the funding isn't available, the project probably wouldn't fly. That area of town has a lot of pedestrian and bicycle use, so it would be desirable to have sidewalks.
4. **Water Utilities (WTR15-06) – WAS Holding Tanks - \$1,000,000 (\$0 Town Portion)**
5. **Water Utilities (WTR15-07) – MLE Process Upgrade - \$250,000 (\$0 Town Portion)**

2020 PROJECTS

1. **Fire Department (FIRE15-01) – Replace Engine 2 - \$650,000**
This would be a lease purchase and the total cost of the fire truck, but not the financing/interest charges. That figure will show up in the tax rate impact chart.
2. **Public Works – Highway (DPWH12-02) – Loader, 2-3 CY Bucket - \$185,000**

2021 PROJECTS

1. **Public Works–Highway (DPWH13-03)–8 CY 36,000 GVW Dump Truck with Plow, Sander, Wet System \$195,000**
2. **Water Utilities (WTR15-09) – Influent Screenings Conveyor - \$100,000 (\$0 Town Portion)**
3. **Water Utilities (WTR15-08) – Effluent Filtration - \$3,000,000 (\$0 Town Portion)**

P. Amato brought up all the Water Utilities projects and stated that although these do not directly impact the tax rate, indirectly it does when we pay water and sewer fees. There are a lot of projects over the next six years. J. Langdell said at some point in time, the commissioners will hopefully generate a table like this for their long term plans to show how the rates will be impacted. T. Finan said a periodic analysis was recently done for the rate setting, so they do have to look at planned and current expenditures as well as forecasts.

Major Town Projects On Horizon

Fire – West End Fire Station

Administration – Town Hall Renovations

There is space available in the basement that could be reconfigured and the building has a lot of HVAC issues. This needs to be done over time and can be done in pieces.

Public Works – Highway – Bridges Years 2022-2024

This is a placeholder for when we might get state funding.

Public Works – Recreation Brox - Recreation Fields

The town recently built some fields and the expectation is that they will carry us until the property is developed for town/community purposes.

Public Works – Recreation – Keyes Park Improvements

The town purchased the 127 Elm St property and the committee presented their findings to the Selectmen recently. This was developed prior to that proposal. J. Langdell added that there were a set of recommendations presented and stated that the name of the park is Keyes Memorial Park.

Public Works – Solid Waste – Solid Waste Management Improvements/Transfer Station Upgrades

The current facility is operational but this is to hold a place in case of an environmental issue or if something should come up. The hope is that this lasts for a long time; there was a brief discussion regarding the situation with the state a few years back.

Fire - West End Fire Station

Currently our average response time to the west end of town is adequate so this would be driven by future development. Eventually we will need a substation and it would be located near the Heron Pond Elementary School.

School District Projects

2017 School District (SCH09-03) – Renovations District-Wide - \$ 3,000,000

This year's \$3M warrant article will be similar to last year's but we took out the two controversial items, the high school A/C and renovations to Bales school and inserted other needed items. The schools have about \$18M in capital projects; \$6.5M are listed as high priority, but we've whittled that down to \$3M in hopes of getting that passed. It's kind of like roads and the \$3M would be allocated to the most critical items, so things are falling into disrepair. The budget is split up between the individual schools and minor items would be included in the regular budgets, major items will be covered by the bonds. We have a cumulative listing for the \$18M that rates each item, but it doesn't include all the details. The heating pipes at the high school are still the number one priority although we did do half of the project out of the budget. A lengthy discussion on maintenance, repairs and school improvements followed. There are a lot of things that need to be done, but all in all, the schools are pretty good. P. Amato said it comes down to how much, politically, can we put onto the voters at any given time and how much can our community pay for in a year. K. Federico noted that there some very hardworking people in the schools and in DPW that keep things going and patch things to make them work. P. Amato added that there are a lot of taxpayers that have been doing that in their houses for the last ten years.

2021 School District (SCH15-01) – Renovations District-Wide - \$5,000,000

Heron Pond will be paid off in 2020 and this will be a subset of the \$18M picked from the needs at that time. Bales School is still a source of contention so politically it would be difficult to renovate it. When was the last high school graduating class? 1959-1961. When was the last time students had classes in the entire structure? P. Dargie said we haven't used the third floor since the late 90's. The building isn't in that bad of shape, but the rules have changes.

P. Dargie then reviewed the 2017 recommendations (Chapter 3), the connections from year to year (Chapter 4), the tax impact (Chapter 5) and the Open Borrowings Table (Chapter 6). If everything passes, the tax rate would go up approximately \$1.00 pertaining to the total debt service for both town and school capital projects. On the Town side, eight of the items are lease purchases and four are bonds. The School has three bonds, Heron Pond Elementary, the Jacques and miscellaneous renovations, the high school track, and the roof. P. Dargie confirmed that no substantive changes have been made to this report since last month.

Of note: the Open Borrowings Table shows ten Water/Sewer projects that have been bonded and four listed on the CIP. Their buildings were built 25-30 years ago and although basic maintenance was done, the buildings and equipment have reached their expected life span. In addition, compliance requirements have changed and modifications need to be made. Over the next few years their total indebtedness will increase a lot.

J. Langdell suggested a recommendation for internal consistency; somewhere within the document, wording be added stating that this report is based on the deliberations of this group as of a specific date because new information has come forward since the original deliberations and prioritizations. This is a slice in time report and adding some date parameters would make things more clear, especially pertaining to the new water source items. Providing this information would make the report more accurate for those reading it this year. Were there any significant comments brought forward by the Selectmen at their meeting relative to the CIP report? K. Federico replied that there was discussion but no decisions were made and no formal recommendations or changes were suggested at this time. The Selectmen have not taken the next step yet.

P. Seward brought up the kindergarten issue and asked if that should have been included in the CIP. P. Amato said it is more of a budget item as a one year expense. T. Finan explained that the CIP parameters are \$75,000 or more and a life expectancy of five years or more. Discussion followed.

Chairman Beer opened the hearing for public comment.

Jason Plourde, resident, asked if there has been any consideration of putting some of the Fire Department equipment in the former ambulance bays in the Town Hall? J. Langdell said that space is currently being used to store two vehicles for Community Development. A few years ago, the Facilities Advisory Committee had SMP do an evaluation of space needs at the Town Hall and that area had been considered for a closed viewing television (CVT) area to design a better meeting space. Also, that area may not be big enough to house the pieces of equipment. J. Plourde said he is also on the EDAC and we have been talking about how to revitalize the west end of town. There has also been some informal discussion on possibly locating some of the emergency services to that area. Has there been a cost comparison done between constructing a new station and expanding the current one? C. Beer noted that costs for the West End Fire Sub-station capital improvement are in the neighborhood of \$2.5M. J. Langdell said that a lot of these questions came up during the past work of the Community Facilities Advisory Committee. A lot of variables need to be considered when selecting a location. When asked, all the emergency services representatives wanted to stay in the downtown area. P. Amato added that if the warrant goes to the voters, that discussion will come up again. We also have to remember that there are only a couple of bridges in town to get across the river and one happens to be right in town, but he didn't know if that is still the best location. T. Finan said that this was looked at in detail a few years ago when the Town was considering a combined Fire Station/Ambulance Facility. At that time, there was a strong desire by the Fire Department to stay there as it was deemed critical to be in a central location for on call volunteers and to minimize call response time.

Jenny Maxwell asked if the emergency response team calls are cataloged or graphically tracked as demographics change. J. Langdell said that information was made available 6-7 years ago and we could request that again to plot and compare over time. J. Maxwell brought up geotags on social media and said that there may be some equipment to track the calls in real time and have the system do the analysis.

Chairman Beer closed the public portion of the meeting.

K. Federico and C. Beer thanked the committee for their time and efforts.

J. Langdell made a motion to approve the 2017-2022 CIP Plan, conditionally upon Planning Board review of the rewrites as requested from staff at the next meeting. D. Knott seconded and all in favor. Motion carried; 7-0-0.

Non-Public Session

J. Langdell made a motion to go into non-public session, to finalize discussion from the 11/10/16 non-public session, pursuant to RSA 91-A:3.II.d, consideration of the acquisition, sale, or lease of real property which if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. P. Amato seconded and all in favor.

The Board came out of non-public session at 8:40PM.

P. Amato made a motion that the Planning Board concur with the Conservation Commission and recommend that the Selectmen do not accept this land offer. T. Finan seconded, K. Federico abstained and all else in favor. Motion carried by a vote of 6-0-1.

The meeting was adjourned at 8:45PM.

Motion to approve: D. Knott

Motion to second: J. Langdell

MINUTES OF THE 11/22/16 MEETING APPROVED ON DECEMBER 27, 2016