

# CAPITAL IMPROVEMENT MINUTES

October 23, 2008

Present: CIPC Chairman - Diane Lanney, BOS Rep. - Kristie Casey, Finance Comm. Rep.- Sue Motta, Greg Cravedi, Kevin Motta, Caleb Langer (not officially sworn in as of meeting), Debra Roussel, Town Administrator, Karen Chick, Town Accountant – Ex-Officio

Resident: Walter Ducharme

Meeting Called to order at 6:35 pm

May 22, 2008 Meeting Minutes reviewed. Diane Lanney would like one change to be reflected. A change to the Annual Report to reflect there was a CIPC change of policy, not a new policy. Diane Lanney reported she spoke with Elaine Peterson, Town Secretary, to change the submitted information to the Annual Report to reflect this change. The Annual Report has not gone to print therefore the change will be made. Motion by Greg Cravedi, Second Kevin Motta. All in Favor.

September 25, 2008 Meeting Minutes approved as presented. Motion by Greg Cravedi, Second by Kevin Motta. All in Favor

## **FY09 Capital Plan Recap:**

Review the proposed 10 year plans with the Department Heads as to the changes necessary in this upcoming year due to the “hold” on capital expenditures due to the failed overrides.

## **Facility Planning:**

**Guida chapter property interest:** This is a 3-parcel property. The property is in 61A – giving the town First Right of Refusal. Motion by Diane Lanney – CIPC is currently not interested in the Guida land. Second by Sue Motta. All in Favor.

Diane Lanney offered to send a letter to the BOS, with a cc to CIPC indicating no interest. This will be submitted as part of the minutes once prepared.

**3-Point Presentation Review:** Attached as Item “A” to the minutes. Under the section captioned “Capital” the sentence should begin with “Facilities” The 3-point presentation will be adjusted for the meeting with BOS and Fin Comm. on Oct 27, 2008.

**Existing Fire Station Acreage:** Current location in town where the fire trucks are housed, .34 acres.

60 Gardner Road (Jon Johnson’s property): Discussion regarding the garage bay (40’ long) not sufficient for the fire apparatus. This would leave two bays as unused space. The house next door to the garage has the only bathroom. This would require alteration to make it handicap accessible.

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Other concerns: Septic and Well capabilities, Grade down to the garage is steep and would require some alterations. There is no heat in the Garage area, question of how well the building is insulated, and the land abuts conservation land.

Positive: There is 5.2 acres in which there is potential for another building to be erected to store the other fire apparatus, however concerns regarding the zoning, commercial or not.

10 Gardner Road (Beauvais Property): Approximate acreage – 3.5. There is an approved Septic in place that would be sufficient for the once a month meetings which would need to accommodate approximately 20 people. There is the possibility of future purchase of adjacent property at 6 & 8 Gardner Road. This is an additional ½ acre. Those property owners have expressed an interest in selling along with 10 Gardner Road.

Other possibilities would be in the future to erect a “Butler” type building. This would be to the left of the existing structure. An aerial view of the property was submitted, see attached to the minutes. This building has the possibility of 4 Bays that would have drive –thru capabilities. Final possibility with this land is the proximity to the current ball field. This would allow for a passage to High Street, which would offer a solution to the kids riding down Main Street. They could exit to High Street and use the existing cross walk to cross safely.

Concern: The need to renovate the bathroom into 2 bathrooms, one of which would be handicap accessible.

The next step for this property would be a Cost Analysis with feedback from the BOS and Fin Comm. A Facilities Group has been formed consisting of Diane Lanney, Bill Murray, Seth Knipe, FD Chief, and Walter Ducharme, as resident perspective. Both Sue Motta and Walter Ducharme acknowledged the “towns credibility” issues. Questions of why does the FD need to move? And they indicate the need to be prepared to offer explanation along with Flexibility and Alternatives for future plans.

Breezy Hill Corners: Kristie Casey asked about the cost associated with changes that would be necessary to make this an appropriate Municipal Complex. CIPC has researched the changes necessary, mostly structural, (the second floor could only be used for storage, not structural for office space) and now even more as the building has been reported to be in great disrepair due to lack of maintenance on the landlords part and need for expanded Septic system. CIPC had estimated the value of the building when looked at a number of years ago at \$30,000.00 because so much would need to be spent to upgrade.

Concerns had risen in the past that the purchase of the property would displace businesses. This is not the case currently, only one tenant now. It was suggested they could stay and use the revenue to offset the costs.

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Cost Analysis Ragged Hill Town-Owned Property: 5 parcels of land for the price of \$100.00. The sale of these parcels would represent a “pure profit” to the town. Land is still selling in this economy and the loss of value is not as great as the loss of value to a house.

Discussion regarding affordable housing on Ragged Hill Property. It was suggested that “Habitat for Humanity” would build affordable housing on the property and once sold the profits would come to the town. Kristie Casey suggested the possibility of building homes and retaining them as property of the town and generating a revenue stream thru rent. This rental income could offset the cost of future purchases of other properties.

Cronholm land purchase with CPA undesignated Funds: 87.6 acres. The acquisition of this property has the potential to enhance the current town Septic. Diane Lanney has asked for a proposal from Mr. Cronholm for consideration of the sale of his land which is currently in 61B (open/recreation land)

Diane Lanney offered an explanation of 61B - The town has first right of refusal only if the land comes out of 61B. Once out of 61B the owner would need to pay 5years of back taxes plus 5% interest.

It was suggested the Cronholm land could be purchased from CPA funds as Open Space. It would need to be investigated if a new Septic System could be installed. A conversation would need to be had with CPC and Open Space to see if there are any restrictions. The installation of a new septic system has the potential to triple our current capabilities. Even if the purchase is not considered for Open Space it is recommended to consider it for Septic purposes. The unknown is what the cost of Mr. Cronholm’s property would be. This still needs to be investigated.

We have received a Form C from the Town Clerk anticipating the purchase of a new Voter Machine. New purchase needed because the current machine will be obsolete.

Next meeting will be decided on October 27<sup>th</sup>, after presenting to BOS and Fin Comm. Diane Lanney asked for Kristie Casey and Debra Roussel to forward the dates they were not available due to standing meetings so the next date could be chosen.

Motion to Adjourn by Kristie Casey, Second by Sue Motta.  
Adjourned at 8:10 pm

Footnote: After the CIPC, BOS and Fin Comm. joint meeting on October 27<sup>th</sup>, next CIPC meeting will be on November 12<sup>th</sup>, 2008 at 6:30 pm.