

2008 Capital Improvements Plan Committee Narrative Report (For Review in Conjunction with Table II)

When the Capitol Improvement Program (CIP) Committee gathered on September 24th, the state of the economy and taxpayers ability to pay was uppermost on everyone's mind. Those projects on the CIP schedule, which extends out for six years, are items of \$20,000 or more. They appear on the ballot for the upcoming March vote.

Working in close coordination with both the Selectmen and Finance Committee over the years, the CIP Committee has been able to successfully fulfill town and school needs, while holding a slowly increasing bottom line. By supporting Capital Reserve Funds (CRF) for big ticket purchases, voters have been able to prevent spikes in the tax rate when these expensive items need to be replaced. CRFs collect smaller amounts of monies each year that have been calculated to match the rotation schedules of expensive fire department vehicles as well as highway trucks and heavy equipment.

During the first two meetings, the CIP Committee meets with each town department and officials from the school to review their project requests and discuss any options for scheduling. The final meeting is used to set the schedule for the upcoming year and revise the next five years to best meet a financially feasible bottom line.

Planning for 2009 was probably the toughest challenge faced by the committee for several decades. Members felt it was extremely important to continue meeting New Boston's infrastructure demands, a policy that has paid big dividends to the townspeople by both spreading out the monies required for expensive equipment replacements and attending to roadway issues that has prevented the multi-million dollar bonds that surrounding towns have been incurring to address their long-ignored and deteriorating roads. Frustrating this effort has been the sharp increase in the cost of steel and petroleum-based products, which affects every vehicle purchase as well as roadway and bridge work.

By gaining a better understanding of a number of CIP projects, particularly bridge replacements, the committee was able to cut and redistribute \$267,000 from the \$682,000 presented for the 2009 ballot. While the current schedule jumps back up about \$263,000 for 2010, there are several projects scheduled that some CIP members will continue to study and question, amounting to \$161,000 of the total.

Whipple Free Library

While some may question bringing this building project to voters in 2009, the CIP Committee strongly recommend moving forward with the new building. Should voters approve a 10-year, \$500,000 bond, there will be NO tax impact for 2009. The tax impact for 2010 would be \$13,500. The highest bond payment would be in 2011 at \$72,600, with decreasing amounts yearly for the life of the bond.

Library Trustee Chairman Eric Siedel reviewed the new approach that has been taken. They currently have collected approximately \$750,000 (from previous and current fundraising) toward the \$1.45 million dollar building. Their goal is to raise an additional \$200,000-plus, guaranteeing that the maximum request from taxpayers would be the \$500,000 bond.

Mr. Siedel went on to emphasize that should they exceed their fundraising projections, those funds would be used to reduce the taxpayer-funded bond; additional funds would not be used to increase the scope or amenities of the proposed building.

Not only has the Library Foundation significantly (and successfully) increased their fundraising efforts, they also scaled back the building now being proposed. The actual library space would be approximately 5,000 square feet (current building is about 2,400 square feet). The 1,700 square foot community room has been entirely funded by a private donor.

The plan rejected by voters several years ago had been for an approximately 10,000 square foot building. The plan being brought to voters in 2009 scales that back by about 3,300 square feet. The proposed building is believed to be able to meet the needs of the library well into the future.

Mr. Siedel noted that the proposed building was designed to be operated by two employees, a long-standing policy of the library. He said the salaries would remain the same, with the biggest operating increase seen in heating and cooling. In all, he estimated there would be about \$9,000 in increased spending to operate the new building.

There was some discussion about doing further research on using geo-thermal for the heating and cooling. While the initial cost would increase the project by about \$100,000, the future savings in operating costs might make this an option worth pursuing.

Fire Department

Fire Ward George St. John was on hand to review the Fire Department's CIP items. Their only current request is for a continuation of the \$90,000 yearly CRF that funds the replacements and refurbishments for all the department vehicles. The vehicle that is scheduled for a \$35,400 refurbishment for 2009 is the 1994 M4 Hose reel truck.

Although it won't affect anything scheduled for the next several years, it became apparent that the Fire Wards and Town Administrator Burton Reynolds had significantly different amounts listed for various replacements and refurbishments. This is important as the CRF amount is predicated on these costs.

The CIP Committee recommended that the Fire Wards sit down with the Town Administrator and/or the Selectmen and review the differences between the cost calculations, coming to a reasonable agreement by next year.

A new fire station is also carried on the schedule, with final plans and a bond vote anticipated in 2013. To date, however, there are no real leads on land that could accommodate this project. The Selectmen will continue to pursue.

New Boston Central School

For several years, the CIP Committee has been aware that some type of addition would again be required at NBCS. Two years ago, the Committee recommended a study that would explore the possibility of bringing our seventh and eighth grades back from Mountain View Middle School in Goffstown and making the Central School a kindergarten through eighth grade facility.

After a full survey of the school property was completed, local architect Roger Dignard prepared draft plans for such a facility. While technically feasible, the traffic impact on the village and other secondary roads made this plan one that was not recommended by either school or town officials.

NBCS Principal Rick Matthews, Asst. Principal Tori Tuthill and architect Roger Dignard met with the Committee. Mr. Matthews noted that when the last big addition was put on the school, he felt it would cover their needs for 10 years. Unfortunately, that prediction has fallen a year short.

For the 2009-2010 school year, they will need one additional classroom to accommodate the ever-increasing number of students, now around 575. As a temporary measure, and to avoid a nearly \$100,000 cost to install portable classrooms, Mr. Matthews will move the preschool, a self-contained, one classroom unit, to one of the rooms in the white buildings for next year. This will be a temporary inconvenience for the Recreation Department, that uses these buildings for their programs, but all have agreed that this is the best overall temporary solution and the recreation programs will still be able to function.

This classroom option is to serve as a bridge to a four-classroom building project to be proposed for 2010. Mr. Dignard reviewed draft plans for this proposal, which would come off the back of the building, having little impact on the playground or bus route.

Mr. Matthews emphasized that this approximately \$1.3 million addition would be the final build-out for the Central School property. If approved by voters in March 2010, the new addition would be able to be opened for the start of the 2011-12 school year.

There are also two expensive roofing projects for the current building that had previously been scheduled on the CIP, one for \$55,000 and the other for \$211,000. It was recommended that these roof projects be included in the bond for the new building. Although this would increase the bond to approximately \$1.55 million, by including these roof replacements with the building bond, the town receives 30% state aid for that work as well.

A 10-year, \$1.55 million bond is estimated to cover both the building and two roof projects. The bond would kick in with a first payment of \$43,100 in 2010, following the final payment on the current bond of \$184,000 in 2009. The highest payment on the new bond would be approximately \$182,251 in 2011, with decreasing payments over the life of the bond.

Recreation Department

The CIP schedule has carried a “place-holder” for a possible community center building, initially scheduled for a \$500,000 bond vote in 2010. However, Recreation Commission Chairman Lee Brown had been in the audience for the presentations by both the library and school.

Mr. Brown felt that the recreation project should be moved out to at least 2011 to better evaluate what affect the school addition might have on their plans. There are several options that could come into play for the future and more discussion will be required before they are ready to move forward with their own plans.

He did note that Recreation would emulate the efforts of the Library with a strong fundraising campaign before approaching the voters.

Transfer Station

Transfer Station Manager Gerry Cornett met with CIP, with only one item on the schedule. A replacement for the 2002 transfer trailer (for solid waste) is scheduled for 2013 at a projected cost of \$78,000.

Mr. Cornett noted that the trailer had previously been refurbished and did not recommend putting the replacement off. This purchase would match the other trailer that was recently replaced and built to higher standards than past trailers, extending both their life and hauling capacity.

Highway Department

Road Agent John Riendeau was on hand to review a variety of projects relating to trucks and heavy equipment as well as roads and bridges. He first noted that the current CRF for highway truck replacements had not been showing all trucks that were in his fleet’s rotation.

This CRF now covers what was called “the one-ton,” which is more accurately described as a small dump truck and was last replaced in 2008. The fund also covers four, not three, actual dump trucks: a 1994 six-wheel International, scheduled for replacement in 2009 with a 10-wheel Mack; a 1997 six-wheel International, scheduled for replacement in 2012 with a 10-wheel Mack; a 2002 six-wheel Mack, scheduled for a six-wheel replacement in 2016; and a 2005 six-wheel Mack, scheduled for a six-wheel replacement in 2020.

The truck up for replacement in 2009 carried an original quote for a Mack chassis and equipment of \$205,000. This would have been a 2008 Mack model with the new, and expensive, emission standards now required by the EPA, estimated at \$123,545.

However, Mr. Riendeau located a brand new 2007 Mack chassis that was available for \$98,000. In order to secure this significant savings, the Selectmen agreed to sign a lease with the dealer last month. This lease carries a non-appropriation clause which means that should voters not approve of the purchase (monies already accrued in CRF), the truck would be returned to the dealer with no penalty to the town. Additionally, no lease payments would be due until after the March vote.

The truck is now sitting at the highway shed, but will not be equipped with the dump body and plows until after the March 2009 vote, if approved. The total cost for both chassis and equipment is estimated at \$180,000, a \$25,000 savings.

Switching to the Macks appears to have been a good move as they are a more substantial vehicle with at least a 15-year life cycle.

Because of the revised truck schedule, which incorporates the significant increase in the cost of steel, this yearly CRF has been increased from \$55,000 to \$60,000.

The other Highway Department CRF covers the heavy equipment—grader, loader and backhoe. The CRF amount of \$55,000 will continue to adequately fund these replacements. The grader is the next scheduled to be replaced in 2010, at a projected cost of \$225,000. This cost will be covered with continued CRF contributions in both 2009 and 2010.

Mr. Riendeau has scheduled a 50-foot by 100-foot salt shed for 2011. The CIP is carrying an estimated cost of \$90,000 for the project, but Mr. Riendeau will fully research cost options for next year's CIP.

For more than a decade, taxpayers have approved \$85,000 each year toward specific road repairs, as determined by the Road Agent and Road Committee. This has been a wise yearly investment, avoiding much more costly repairs being incurred by surrounding towns that have ignored these infrastructure needs.

Monies have been collected for the past two years to complete the work on the outer portion of Bedford Road. Mr. Riendeau has scheduled the completion of this project for the summer of 2009.

The recommendation for the \$85,000 to be requested in March 2009 is for the replacement of two culverts on Lyndeborough Road.

Bridges

The biggest discussion and most notable shift in the CIP schedule concerned the town bridges scheduled for replacement, using the state's bridge aid program that requires a 20% town share of the cost.

Those currently on the schedule are the second, one-lane Lyndeborough Road Bridge, the Gregg Mill Bridge, the Hillsdale Bridge (going into the 4-H fairgrounds) and the large Tucker Mill Road culverts (which come onto the state schedule because of their size).

The first shock waves came when Town Administrator Burton Reynolds, who works with the state on the scheduling of all the bridges, announced that the state had made an error in estimating the cost to replace the Lyndeborough Road bridge, scheduled for 2009. The cost had doubled, from \$700,000 to \$1.4 million! Aside from the increase in the cost of steel (doubled) and asphalt (tripled), the state had not estimated appropriately for the road realignment and abutment replacements necessary for the project.

To cover the increased cost for the town's 20% share, it was recommended that the construction be moved out to 2010, with \$85,000 requested from voters each year. The balance of \$40,000 would be taken from the Block Grant funding the town receives each year from the state.

Funding estimates for the Gregg Mill Bridge, scheduled for 2011, were now being questioned. Taxpayers have been putting aside monies for both the Lyndeborough and Gregg Mill bridges for several years. And, last year funding was also started to replace the Tucker Mill culverts (2013).

There was much discussion as to why all these bridges were being scheduled at the same time, a situation that would again affect New Boston residents in a similar fashion in the future. It was also mentioned that only the Tucker Mill culverts were actually on the state's "Red List." But, Mr. Reynolds warned the committee that while they could push out repairs for a year, if they missed their mark the town would lose its spot on the state bridge schedule.

In the week between the CIP's second meeting and the final scheduling, Brandy Mitroff, one of the Finance Committee's representatives on the CIP Committee, became increasingly concerned about the information being presented on these bridge replacements. The first area to be better understood was the recent repairs made to the Tucker Mill culverts.

Mrs. Mitroff called Road Committee member Tom Miller. Mr. Miller had recently retired from N.H. DOT where he had worked for 33 years as a bridge specialist. He had provided the Road Agent with plans the state uses when repairing large culverts similar to those on Tucker Mill.

He explained that once the concrete is in place on the bottom of the culvert, its structural integrity is greatly enhanced. He noted that culverts around the state that had been repaired in this manner were still in use 15 to 20 years later. It was Mr. Miller's belief that New Boston should get an equal number of years having used the same repair.

He explained that while the culverts would remain on the state's "Red List," this meant they would be inspected annually by the DOT. Should any further deterioration be noted, he felt the town would still have ample time to schedule their replacement.

Mr. Miller further recommended that Mrs. Mitroff call Nancy Mayville at DOT, who oversees the state's bridge division and has been the Town Administrator's contact in scheduling our bridge projects.

Ms. Mayville immediately concurred with Tom Miller's assessment of the Tucker Mill culvert repairs, again noting that others in the state were still in place 20 years later. She also looked up New Boston's records and noted that Lyndeborough, Gregg Mill and Tucker Mill have all had applications filed with the DOT, securing them on the state's schedule.

She further explained that New Boston would not "lose their spot," and asked if we wanted to put Gregg Mill out seven or eight years? Ms. Mayville verified that Gregg Mill was listed at 63.6% on the state's scale of 0 to 100 (highest) for its current condition. She actually suggested that a town could wait until a bridge was on the Red List before deciding to proceed with its replacement.

At the final scheduling meeting, Tom Miller was asked to attend and share the above information with the entire CIP Committee, and Mrs. Mitroff reiterated her phone conversation with Nancy Mayville as well.

The Committee breathed a collective sign of relief, feeling that there was now good information and backup to realign the bridge schedule without risk of losing state aid or putting public safety in jeopardy.

Since replacement for the one-lane Lyndeborough Road Bridge was so close, the committee agreed to continue funding its replacement in 2010, with \$85,000 for both years. Funding for the Gregg Mill Bridge is now scheduled to resume in 2011, with \$80,000 for four years toward a 2014 construction date.

Culvert replacement for Tucker Mill is tentatively scheduled for 2023, with yearly inspections guiding any changes to that determination. Any thought of funding a replacement for the Hillsdale Lane Bridge has been put off indefinitely. The final replacement that will be considered for inclusion on the CIP schedule is the large culvert on Riverdale Road. We should have more information about this next year.

Town Property Revaluations

There was little discussion on this item as, one way or another, the town is required to perform a revaluation of all property every five years. While sometimes a less costly "update" is approved by the state, the committee agreed that it is prudent to expect the full cost of approximately \$206,000 for the 2011 reval and \$260,000 for the one in 2016.

In order to prevent a huge tax impact in the year scheduled, CIP has recommended collecting smaller amounts each year, a process that taxpayers have been approving. Another \$40,000 will be requested in 2009 toward the 2011 revaluation.

Village Firefighting Cistern

This approximately \$550,000 village firefighting water supply cistern has been kicked around for a number of years. While many CIP members are cautious in their personal feelings toward this proposal, all agree that it deserves to be brought before the voters for a final determination.

There is no question that the densely-settled village area would be at great risk should a fire break out, as it was when the village on the Town Hall side of the river was totally destroyed by the great fire of 1887. The CIP has scheduled this as a 2010 bond request, that will require a two-thirds majority vote. During the next year, members have encouraged those in charge of the project to prepare comprehensive articles that will educate the public on the need for this cistern.

At a special meeting on November 5th, it was felt the overall cost for this cistern was too high. Selectman Gordon Carlstrom suggested that installing two 50,000 gallons cisterns in the area of the Town Hall would increase the water supply until mutual aid arrived, at a cost of approximately \$100,000. The Committee felt this was a better option, and one that voters might actually pass. For the years 2011 and 2012 a request for \$33,000 was included and \$34,000 for 2013.

Town Hall Renovations

This project has continued to grow in expense since first being introduced on the CIP schedule many years ago. Town Administrator Burton Reynolds, who has been in charge of the project, added yet another \$30,000, noting that there would be expenses involved in relocating all the offices during the renovations.

Project notes call for \$290,000 for first floor renovations, \$90,000 for an elevator to the second floor as well as \$70,000 for its renovation, plus \$30,000 for relocation expenses. This brings the total cost to \$505,000.

The taxpayers have supported the rationale for this project over the years, with \$182,000 currently in the CRF. Mr. Reynolds noted that the increased costs would now need the annual CRF to be raised from \$60,000 to \$79,000 yearly through 2012.

Represented as having been based on discussions with Town Hall employees, Mr. Reynolds had architect Roger Dignard prepare a very rough draft of a proposed layout, which was attached to the CIP's paperwork for this project.

When the committee took up its review of this project, Finance Committee representative Brandy Mitroff stated that she had previously discussed this floor plan with several Town Hall employees. They had stated that this draft did not represent their needs and believed that if they could have an open discussion, they could suggest rearrangements on the first floor that would make more sense, at a much lower cost.

Another storage area for filing cabinets that were not used daily would free up a great deal of space in the current offices. Could these be stored on the second floor? Could a simple estimate of loading allow that to happen? One member suggested that adding a small, inexpensive, concrete-block type addition could

completely free up space for filing cabinets for years into the future, as well as reduce the need for more expensive fire proof cabinets.

Mrs. Mitroff suggested that the type of use of the second floor that would necessitate the expensive elevator did not make sense.

Mr. Reynolds and Selectman Gordon Carlstrom wanted to continue with the momentum for the project already shown by voters, requesting perhaps a decreased amount of money in 2009. Member Kevin Lefebvre stressed that proposing spending on an item like the Town Hall renovation now, with people's budgets becoming tighter, was not what they should be focusing on.

The CIP Committee unanimously voted to remove funding for the renovations from the 2009 schedule. They further voted unanimously that the Selectmen should gain a general understanding of the loading possible on the second floor and to involve the Town Hall employees for ideas and input into a better utilization of the building. Although the committee agreed that the schedule would reflect \$60,000 for 2010 to 2012, this project will be discussed again next year, hopefully with some more creative options available.

At the special meeting of November 5th, these renovations were again discussed at length. Committee members, including Selectman Gordon Carlstrom, were against using the second floor of the Town Hall, which included both \$90K estimated for an elevator and another \$70K for renovations. It was felt that in the future, if the office space needed to grow to include the upstairs, these renovations could be done at that time.

All agreed that removing filing cabinets from the various offices would gain most of the space that employees currently needed; this had been verified with many employees. There were several suggestions as to how this might be accomplished: 1) moving them to the second floor (there aren't that many) or 2) constructing a small cinder-block-type room, attached in the area of the back door. This option has the advantage of not only housing the filing cabinets, but also being fireproof and eliminating the need for the more expensive fireproof file cabinets.

A total of \$182,000 has already been accrued toward this project. The Committee unanimously agreed to stop any further funding for now and reevaluate the other space options listed above. It was also agreed that should the original \$505,000 plan be represented, the balance of the funding would have to go before voters as a bond, requiring a 2/3s vote, as has been required of other departments for similarly expensive projects.

All monies previously carried for this project from 2010 through 2013 was removed.

Upgrade for current library

Collecting \$50,000 for renovations to the current library, spread over two years, was initially to have started in 2009. However, since the library will have a bond for a new building on the 2009 ballot, everyone agreed to push this out for another year.

--Brandy Mitroff

See narrative for further details

TOWN OF NEW BOSTON 2009 - 2014

Department	Cat	Yr	Project	Accrued	2009	2010	2011	2012	2013	2014
Bridge Repair	C		Lyndeborough Rd Bridge 2010 (\$352K) Town Share Only	\$145,000	\$85,000	\$85,000				
			Gregg Mill Bridge 2014 (\$400K) Town Share Only	\$105,000			\$80,000	\$80,000	\$80,000	\$80,000
			Tucker Mill Road Bridge (Culverts) 2023 (TBD)	\$20,000						
			Hilldale Lane Bridge TBD							
Central School	C		Riverdale Road Bridge (Culverts) TBD							
			Central School Addition BI 2010 (\$1.56m) 10yr @ 4.75% (Includes two previously separate roofing projects)			\$43,100	\$182,251	\$171,081	\$163,718	\$156,356
Fire Department	B		Fire Equipment Annual CRF	\$56,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
		05	76-U2 Air Truck (R) (8yr cycle) 2014 @ \$200K							
		88	76-K1 Tank Truck (F) (15yr cycle) 2008 @ \$60K							
			76-K1 Tank Truck (R) (30yr cycle) 2018 @ \$325K							
		06	76-M7 Forestry Truck (F) (15yr cycle) 2022 @ \$80K							
			76-M7 Forestry Truck (R) (30yr cycle) 2036 @ \$295K							
		07	76-E1 Pumper (R) (25yr cycle) 2031 @ \$750K							
			76-E1 Pumper (F) (15yr cycle) 2022 @ \$125K							
		91	76-E2 Pumper (F) (15yr cycle) 2006 @ \$40K							
			76-E2 Pumper (R) (25yr cycle) 2016 @ \$600K							
		94	76-M4 Hose Reel Truck (F) (15yr cycle) 2009 @ \$35,400							
			76-M4 Hose Reel Truck (R) (30yr cycle) 2024 @ \$350K							
		08	76-A1 Ambulance (R) (8yr cycle) 2015 @ \$250K							
		99	76-A2 Ambulance							
		New Fire Station Bond \$1.9m (2013) 15yr @ 4.99%						\$54,500	\$221,750	
Highway Department	C		Hwy Truck Annual CRF (15yr Cycle)	\$153,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
		02	Truck #1 2016 (15yr cycle) @ \$215K							
		05	Truck #2 2020 (15yr cycle) @ \$240K							
		94	Truck #3 2009 (15yr cycle) @ \$180K							
		97	Truck #4 2012 (15yr cycle) @ \$210K							
		08	Small Dump Truck & Equipment 2018 (10yr cycle) @ \$125K							
		01	Small Dump Truck & Equipment							
			Hwy Heavy Equipment Annual CRF	\$113,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
		98	Grader 2010 (12yr cycle) @ \$225K							
		05	Loader 2017 (12yr cycle) @ \$200K							
		06	Backhoe 2019 (13yr cycle) @ \$132K							
		Salt Shed 2011 @ \$90K			\$45,000	\$45,000				
Library	D		New Library 10 yr Bond (2009) \$500K (Town Share)	\$98,000	0	\$13,500	\$72,600	\$70,200	\$67,800	\$65,500
Recreation Department	D		Community/Recreation Center 10 yr bond (2011) \$500K (Town Share)					\$13,500	\$72,600	\$70,200
Road Improvements	C		Bedford Road Repairs	\$160,000						
			Lyndeborough Road culvert replacement 2009 \$85K		\$85,000					
			Other road projects to be determined			\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
Selectmen	C	D	Upgrade Wason Building 2011 @ \$50K			\$25,000	\$25,000			
			Town Hall Building Renovation 10 yr bond 2014 TBD	\$182,000						
			Town Property Revaluation CRF 2011 @ \$206K	\$82,000	\$40,000	\$40,000	\$43,000			
			Town Property Revaluation CRF 2016 @ \$260K					\$52,000	\$52,000	\$52,000
Transfer Station	C	02	Town Center Cistern (2013) \$100K			\$33,000	\$33,000	\$34,000		
			Transfer Trailer #1 (R) 2013 (10yr cycle) @ \$78K				\$28,000	\$50,000		
R = Replacement BI = Bond Issue NR = Not Recommended R&A = Raise & Appropriate CRF = Capital Reserve F = Refurbishment N = New Purchase										
Yearly CIP Sub-total					\$415,000	\$541,600	\$770,851	\$737,781	\$864,618	\$609,450
Central School Addition, BI Committed					\$184,000					
Yearly CIP Totals					\$599,000	\$541,600	\$770,851	\$737,781	\$864,618	\$609,450
A = Committed Funds B= Life Safety C = Infrastructure D = Community Services and Facilities										