

10/12/2023 - Minutes

1. CALL TO ORDER

meeting was called to order by Rob Mora at 6:32 PM

2. ROLL CALL

In attendance In attendance Kathy Menici Planning Director, Scott Pelchat Zoning Technician, Steve Bogert, Mike Foote, Jane Laroche, Tyler Carmichael, Mike little, Caroline Muller, Rob Mora, Mark Haynes and Charlie St Clair.

3. STAFF IN ATTENDANCE

Planning Director Kathy Menici and Zoning Tech Scott Pelchat

4. RECORDING SECRETARY

Zoning Technician Scott Pelchat

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

5.I. Capital Improvement Program

5.II. Acceptance Of Minutes - Oct. 5, 2023

Capital Improvement Program committee meeting 10/5/2023.

The meeting was called to order at 6:30PM

In attendance Kathy Menici Planning Director, Scott Pelchat Zoning Technician, Steve Bogert, Mike Foote, Jane Laroche, Tyler Carmichael, Mike little, Caroline Muller, Rob Mora, And Mark Haynes.

Kathy Menici Planning Director thanked the committee and the volunteers, and advised the committee that nominations would need to be done. Jane Laroche nominated Rob Mora as the chair of the committee, and it was seconded by, Mike Little And it was unanimous. Rob Mora asked for a vice chair and Mike Foote nominated Steve Bogert. This was seconded by Jane Laroche, and it was unanimous. Rob Mora nominated Tyler Carmichael as secretary this was seconded by Mike Foote, and it was unanimous.

Kathy Menici started the explanation of the Packets as well as the process of the format of them. Kathy spoke on the lists for committee members as well as the budgetary list as well as description of the plans. Kathy also went into the basis of scoring for the projects which will happen by the members after the presentations by the department heads. Mike Foote questioned who else would qualify for the enterprise portion Rob Mora explained more regarding the enterprise and non-enterprise and this was confirmed by Kathy Menici.

Kathy continued into the scoring criteria section of the meeting to explain to the committee how that process looks and how it functions. The various departments will do their presentations to garner funding for their projects and the scoring will be the tool to rank projects according to their overall need. Kathy further explained the CIP is not a budget but more as an advisory plan for the city. Kathy went on to further explain the true importance of this as well as the final scores being a great document for the city as it goes through the budget process. Rob Mora emphasized the same regarding the true importance of this for the City's use. Kathy Continued into the department list and their presentations and how they were scheduled in accordance to scale and meeting timing. Rob spoke about the public input meeting and the date for that. Rob touched on past public input meetings. Caroline asked about how the public is informed about these plans by each department. Rob and Kathy answered this as well as Lake's region planning commission will request a copy. Mike Foote asked how many programs per dept. usually get funded? Rob answered it usually varies and depends on budgets inflation rates.

Mike Foote inquired more about the scoring process and what that looks like. He then went on to define his own question to the committee. Rob Mora further defined the procedure and the penultimate way to score and rank and how to anticipate departments true wants from these lists. Mike Foote went on to inform the committee that tours are available for the departments to get a truly detailed view of what is done there and what is needed. Rob also went into the definement of the city council's role in this as well as the city managers. Steve asked about scoring and how we get to max score. Rob and Steve conversed to define the scoring process criteria to allow a true understanding for the committee. Mike Little asked about the presentation portions and Rob Mora explained the back and forth between departments and the scoring and rankings. Mike Foote talked about the legwork of the committee to do research regarding any proposed project. Jane Laroche inquired about the possible department tours. Further questioning was made by Steve Bogert on the scoring process. Mike Foote stated that past boards were blind scoring and that board dept Heads would not know who scored what on which proposal. Rob Stated the rank was based on the total overall score. Rob also stated that the voting will be done at the end of this process and went on to say this is important for the community and the necessities and needs thereof. Tyler asked if anyone would have to abstain due to board membership, it was answered no.

Rob talked about the upcoming meeting schedule as well Mike Foote motioned to adjourn Rob Mora seconded and it was adjourned unanimously.

## 6. PRESENTATIONS OF DEPTS

### 6.1. Parks And Recreation

Amy Lovisek Parks and Recreation Director started her presentation. Through a descriptive PowerPoint Amy touched on the needs and wants of the Parks and Recreation Dept. A complete key renovation price tag of 20,000 Dollars. Commercial turf care equipment 50,000 Dollars. 2x4 Ford F150 Pickup 40,000 Dollars will be utilized by the two additional Parks employees. Leavitt, Wyatt, and Tardif Basketball court resurface 62,000 Dollars. Tree pruning in the parks 25,000 Dollars. Tardiff Park sewer line replacement 13,000 Dollars. Security Cameras for 11 Parks and community center 200,000

Dollars. Outdoor Pickleball Courts 275,000 Dollars. Design Phase of a new community center 75,000 Dollars. Rob and Amy discussed the location of a possible new community center. Tyler Carmichael asked if hosting events would be possible. Steve Bogert inquired about using the colonial if not in use for an event. Downtown tree replacement 50,000 Dollars. Bond beach road reclamation and paved parking lot 75,000 Dollars. Mark Haynes inquired about the use of a card system for keys and Steve Bogert commented as well. Charlie St Clair advised the card use may not work on all applications. Paving of Opechee track parking lot with catch basin 42,000 Dollars. Green Monster removal and fence replacement 50,000 Dollars. Weirs beach irrigation upgrades and building replacement 10,000 Dollars. Bartlett beach bath house replacement 30,000 Dollars. Matt Mansur spoke regarding the wants and needs of the parks and rec regarding the proposal of a new community center Matt also talked about a youth program project. Mark Haynes stated the city council would not support a 2x4 and that they would not support it unless it was a 4x4 pickup. Amy stated she had a conversation with the mechanic from DPW and that was a suggestion from the mechanic. Amy gave the committee her top four choices 1. Keys 2. Truck 3. Park basketball courts. 4. Park sewer connection replacement. The committee questioned the top four ranking but ultimately Amy defined her top four needs to the committee. Rob Mora asked about a joint venture between departments Amy again defined her needs for her department. Rob Mora and Caroline Muller spoke back and forth about the parks and rec requests. Tyler questioned the cameras at Bartlett beach and did it deter the actions no was the answer. Amy thanked the committee for their time during the presentation.

## 6.II. Department Of Public Works

Wes Anderson Started his presentation for DPW and then ADA and then the Fleet and Sanitary sewer fund. First were the NHDOT programs to repair bridges. Wes claimed the city has 3 Bridges in this program. State Projects rehab wood railroad bridge-centenary Ave. Rt 3 bridge over Mile Hill Road. City projects Academy Street bridge, Weirs Blvd/ Langley cove. Elm St multiuse trail. City Hall foot bridge will possibly be picked up by congressional spending. Rob Mora questioned what style replacement would be used for the foot bridge Wes stated it would be a bit different. Wes stated he felt the road program would eventually become the road and bridge program. Road projects were proposed (see Below) Mechanic Street retaining wall 330,000 Dollars Elm Street drainage and road 1.6 million Dollars. Academy. Summit Ave contaminated wells 80k reconfiguration of weirs docks grant money 167k additional needed 340k rehab of existing docks 330k. Bridges Union Ave Jewett brook 546k church St. preservation 835k Hilliard Road culvert crossing 1.262M. Mike Foote inquired about funding. Major Roads 10 Year Arterial plan Elm St FY 25/26 Court St FY 30/31 union main ST to Gilford Ave FY 34. Union Stark to black brook FY 2036 Union Black brook to Lake St FY 2037 Weirs Blvd TBD. Steve Bogert inquired during road rehabilitation do we check the items underneath gas lines water lines drainage? The answer was a yes. Mark Haynes inquired about bike trails and sidewalks, Wes rebutted on what an undertaking this will be and will be due to matching sidewalks to current driveways. Wes instructed the committee that putting them in sidewalks does no good if we do not have the staff to maintain them in the winter months due to the ADA compliance portion. Mr. Haynes stated he keeps getting inquiries about bike trails. Wes Emphasized ADA compliance and how hard it is to meet the correct for sidewalks. Wes spoke regarding funding for a replacement paint buggy 13.5k Summit Ave well contamination 80k. Rebuild north end of weirs beach boardwalk 2028. Morin Road Landfill Remediation 2027. Replace drainage on pine street/Main ST intersection 2026. Electrical vehicle charging station 2027. opechee boat ramp rehab 2027. Public works building. Steve Bogert inquired regarding the landfill. Wes further described the situation with the public works buildings the Main building at Bisson Ave as well as the building on Messer St. as well as offsite storage at the morin road landfill. Wes informed the committee that Gilford will no longer accept leaves from Laconia as they are having problems meeting their own needs. Rob Mora inquired about composting and how that would look if it became a wider want. Mark Haynes asked about a shared complex for other departments. Wes stated the old Property between Parade rd. and Meredith center road. Aerial Mapping 40k also Crosswalk across Endicott Street north 20k.

CIP Proposal Annual Programs: Maintenance & Repair of city streets 1.6M City Wide Drainage Storm Water engineering studies 0k to 30k Stormwater Drainage 75K to 275K One RRFB (Rapid Rectangular Flashing Beacon) per year 45K Sidewalks 100k to 125K. Fence Guard rails and retaining walls 50K to 40K Annual Bridge maintenance 300k to 30K. Wes stated the tasks of road repair are now further encumbered by the increased material prices to do the repairs. Wes spoke regarding the permit fee for

the stormwater to be allowed to drain into the lakes the requirements on this is quality based not quantity based. Wes described how this works and where some of these have been constructed in the city. Wes told the committee that this permit is a federal permit. C St Clair asked who paid for the cross walk by Cantins and Wes said the city had. Wes and the Committee spoke about loading and unloading from the street edge and how to fix it going forward. Caroline Muller inquired about a crosswalk in front of the Laconia Country club Wes confirmed there was no one going in at that location. Wes talked regarding the multi-faceted job of doing the roads and sidewalks. Wes went on to speak about the sidewalks and being built in such away to allow for the blind to distinguish certain noises from certain materials used in the construction of the sidewalks. Parking garage and foot bridge repairs and safety inspections 25K and 5K respectively. ADA Program Federal requirement since the 1990s two resident requests improve ADA from Sunrise towers to Opechee Park. Wes also stated the current downtown sidewalks do not meet ADA requirements due to the Cross lopes being too high. ADA projects construction of Tardif Park Playground access also design for opechee park facilities ADA improvements.

Traffic Signal ADA compliance improvements completed were presented and remaining ones to be done are Church & Beacon St 359K as well as N Main St. and Oak St 300K. Wes also showed the committee the areas that could have flashing left turn arrows. The committee spoke at length on this topic and is it needed or is it better with the existing setups. Wes also spoke about the no right on red turn light signs and their locations as well as proposed locations. Discussion was had to define the rules of the crosswalk and where and when you can go and when you must wait for the signal to change. DPW fleet vehicle replacement new standards for diesel have come out and any new fleet vehicles will need to meet these guidelines. Wes talked about his new plow trucks and stated that 250k per truck also spoke regarding sidewalk tractor will be 190k. Other forms of payment possibilities were spoken about regarding vehicle purchasing. Wes spoke regarding documentation storage system and what that looks like currently. Morin road landfill remediation was discussed to allow for the contamination to be remediated. CIP Proposal public works compound projects: Construction material recycling, Yard waste. Limited reuse soils. The current DPW facilities building was discussed as it is currently burden by needed repairs and it was discussed that a new location be found with some proposed locations mentioned. Wes gave his presentation of the sanitary sewer fund and went into existing project timelines. The boardwalk repair as well as the dock redesign for the weirs beach area. Charlie asked about the Trex material and if it becomes more slippery when it is wet and if there was no proof for or against this question. Wes finished his presentation and thanked the committee for their time and patience and opened for questions. Rob Mora asked about the drainage at veteran's square storm water drainage and any plans to correct. Wes defined his top four as the wants of the residents and their needs. Mike Foote asked about the shared responsibility of developers putting in the sidewalks. Wes further explained the sidewalk and how they need to be installed to meet the ADA requirements.

## 7. OTHER BUSINESS

## 8. PUBLIC INPUT

## 9. ADJOURNMENT

The meeting was unanimously adjourned at 8:57PM