

Minutes of the of the C.I.P. Meeting

September 29, 2015

Committee Members Present: Dick Reinhold, Carl Schafer, Karen Foss

Guests: Dinny Richmond, Charles Lovett, Ebon Hammond, Maude Driscoll, Daniel Lavin, Phil Krill, Ernie Hansberger

The meeting was called to order at 3:00 pm by Carl Schafer.

Reading of the minutes of August 18, 2015 will be waived. Carl made the motion to accept the minutes as written, Karen seconded with all voting in favor.

**Library – Charles Lovett** – The library asked for at Selectmen’s meeting for Planning and Supervision for the old library foundation due to leaks. The architect proposed \$88-\$98,000. They need \$2200 down to start and then following this once they give us the specs for the work and help us bid it out. The work entails all four sides of the buildings and the north side of the addition. Work to be done in the Spring of 2016. We would have to do the foundation regardless of any other structure issues. We may have solved the other issues as well but not for sure. This is the most effective and least expensive way to correct the problem. We may or may not have problems with the roof. He thinks it will probably resolve these problems. Water is coming in from the walls and has come in for a very long time. Poured concrete foundation and then a leveling course of brick on top of that and then there is limestone work on the foundation that the windows are set in so there are three layers. You could take care of the brick juncture and go down as far as you can and be able to drain it to daylight. Insulate the walls with styrofoam board insulation that has grooves on the interior that allows drainage on the wall to a hydrostatic drain to the outside. Excavate the whole perimeter and put in gravel and drain pipe. The land slopes away from the building if you want to walk around the building. How deep is the wall in regards to the water table? Chuck does not know for sure. Under the hardware store there are jacks to hold the water down. Is there going to be enough area to get rid of the water? Water is coming in thru the walls thru the brick boundary and the entrance steps and a few other areas. You are correct saying there may not be anyplace lower than the foundation. Survey will find the lowest spot and put in a drain that will drain to that spot. They may have to do more than one spot. We are paying Williams to do this. Will they dig a test hole. Chuck can say that the library gutters originally went to dry wells in

the area around the building. Some of the gutters still do. Those dry wells are still operating after a hundred years to some extent. I cannot say for sure what is out there and not sure anyone knows but going to daylight is what is being recommended. Williams architect will be doing the work. Conduct a walk thru with town qualified construction and administer the work. Six visits. Cover architects first retainer of \$2200 and then we will be billing on a monthly basis. We have \$5000 on account. The money had to be spent out by the end of the year. There is \$5,097 including interest until the end of July. Capital improvement taking \$5K in account and the additional proposal be funded over several years. We are hoping to do the construction in May of 2016. We are hoping to get a special meeting for Selectmen. Lawson told us they have this pretty well mapped out already. They have done it before with other libraries they have dealt with similar situations. We will have an insulated basement. We do not want the pellets or stored books down there. We will wait for the Select Board approval either by the end of this week or beginning of this week. We have some donation money out there that may kick in. A budget this year that already exceeds the 2015 by \$22,000. That will add another \$20K. We will do an outreach that can help. Dinny will work to refine the number so when we go to the planning board and the town for voter approval that we will have a firm number. The purpose is so the numbers for the work and the responsibility that is being taken care of properly. It has to be done. We cannot continue to work with that problem. We have 2-3 inches of rain coming in tomorrow. What is the humidity level? A lot of books have been ruined. It is very damp. Old and new basement is leaking and is unacceptable. We threw away an entire dumpster full of moldy books. We have given lots of books to the jails and smaller libraries. We sent to the Berlin state prison just to get them out there. We are paying to have the windows replaced.

**Frost Place** – Roof repair scheduled for 2015. \$15600 and we did allocate \$11,876 with interest up to \$39,076. \$15,768 for repair. We can get it done for slightly less than that. We did get three estimates one from a contractor that Jeff deals with. Grant for chimney repair and flue replaced in 2016. There are L-chip monies that will cover the roof. We can apply for grants for them. The roofing contractor came and took a look at it. Leaks were repaired. Have another look at it before winter. See if we can just have a repair done. Some roof and interior ceilings need attention. Plaster damage and walls that need replacing and a window casing. We would have to use them. They don't usually give you what you ask for. The leaking problem needs attention now. Leaks are repaired after the damage was done. 2013 we had roofer repair and replace flashing. He felt we had to have the roof replaced. No new leaking. Carl thinks we should keep it in the plan and if it can be deferred wonderful and if it looks like the budget will be sufficient for next year. We can do it. He may note that neighbors are trying to get contractors to renew shingles are having a hard time getting the shingles. I cannot give you a date until next year. We cannot change the appearance from the road. There is asphalt on the porch roof. The roof on the barn needs to be evaluated. Herbie will see who he is talking about for the contractor. Karen said a roofer named Stan Parker or Greg Winn. You will know by December if grants come thru. She will apply again in 2016. L-Chip does not usually cover this. They helped with the trail. We haven't talked about the paint except the north wall. We will need to repaint the house. We do not want it to

get shabby before we need to paint. Sherwin Williams down in Plymouth will have a paint sale 40% off for their top of the line which is guaranteed for life. If you are going to paint Dick suggest Sherwin Williams.

Jeff Phillips is concerned about the foundation. J&P handled the ants on the outside.

**Heritage Museum** – Balance of \$35 in the trust fund. This is listed under historical preservation. Last month you earned 30 cents interest. No current line item for the museum.

We had planned for this year is the deck in back of building repair and put a new roof. It collapsed. We spent the money on the deck instead of putting it on the roof. We replaced the barn doors. They do not close properly. Make one side permanently fastened so the animals and critters don't get in. There is a leak in the skylight. They were the items we anticipated doing this year. For next year we would like to consider the roof over the deck. It would be a \$3,000 item. Their carpenter said probably \$3K to do. We are anticipating the entire exterior to be painted. We can talk to Grafton County and we are on their schedule for next year. The labor will be free. 7-8 years ago when it was done it cost \$400 for the whole project. We are looking at \$7 -10K paint job. The storm doors are to be replaced for about \$1000 for both.

Our problem is they are maintenance items. Carl assumes the trust fund is for maintenance type items...but the CIP guidelines. We do not consider anything under \$5K. He is not sure where to go from there. Can we lump all into one package or we say maintenance comes out of your other funds. Is there a scheduled maintenance for all the buildings. IT is not CIP...it is operating budget. It could be operating budget. Carl doesn't know if you can get any operating funds from the town. The town has to maintain it. As a town building....the museum is not set up as a separate item. The Frost Place is...it is a separate entity...Museum is just part of the town. Most of this is repair not improvement. Not a capital improvement...should become part of the actual town budget not CIP. If we had something major. All major things have been done. It hasn't been painted for six or seven years.

Carl would like to take this under advisement to see which way the selectmen would like to go with this. It would have to be one package but we don't see that happening. Ongoing repairs. In the meantime your money will continue will increase by 3%. We will turn in these bills for this year.

When Carl gets numbers finalized he will send out to everyone...

Karen is looking over summary sheet. There is a \$20K difference over last year. It comes from the fire department's budget from last year. The FD had put in more than a \$20K increase. A general idea is if department money is not spent it depends on the language of the warrant article. \$10K...\$8...used...Surplus put into capital funds which will save raising the money later.

Discuss the final findings of needed improvements.

Scott & Trevor in December they will have to write a warrant article specifically for that. Highway is going to replace the Mack 6 wheeler with a 10 wheeler with a body and a sander.

Submit information so that we can make a decision...and put it into the budget process.

Discussion : Two sheets that show miscellaneous departments - Other sheets that are stapled together...notes on how we get to the numbers on each department that we are reviewing. We have done B&G, Police & Fire. Capital Investment, Trust Funds and Investment Funds

Next meeting is October 6<sup>th</sup>.

Karen made a motion to adjourn the meeting, Dick seconded with all in favor to adjourn the meeting at 5:40 pm.

Respectfully submitted,

Herbie Bartlett  
Executive Secretary