

Selectmen's Meeting Minutes  
May 14, 2018

At the Selectmen's Meeting held on Monday, May 14, 2018 at 6:30 p.m. the following people were in attendance: John Tholl, Peter Corey, and Stanley Holz.

A conference call was held with Tim Vadney of Wright-Pierce re: the sewer treatment plant upgrade project. Doug Hankins also participated in the conference call. He met with our review committee when we doing the RFQ's. Doug was out at the site on Friday working on layouts, sizing, etc. They have gone through the site this past week and have gone through all of the concepts for the plant. A lot of things have come out as critical issues: as identified in the beginning the budget is going to be very tight, unfortunately not a lot of assets at the current plant that are going to be useful in the future. Unfortunately, we will need to work around that. We have been going through the different processes keeping the cost estimate and approaches in mind to try and meet the project goals. We have taken a full look at the plant from front to back. We are over what the Town has available to spend on this project with the loan and grant money. Internally we have a half day meeting tomorrow to do a technical advisory team for an engineering study to identify concepts where we can essentially save money and meet the project budget. That is where we are standing to try to get the budget in line. We can go through specifics to where we may be able to adjust to meet the project goals. We have looked at sizing of the criteria and drove by the Brown Street area. The existing plant makes sense for the future facility with where the current piping is. There the issue of maintaining operations during construction. When you build a new facility, you are still required to provide treatment. This will be difficult to do with the current facility. We need to discuss this with EPA. The current plant doesn't meet current permit limits so while construction is going on do we need to meet those permit limits? The cost estimate they have is built upon treating 185,000 gallons per day. Right now we only send about 70,000 gallons of flow to the plant, 40% of it's design capacity. We are required to build a plant to meet that required load. It is too costly and it is just too big. We have all this extra capacity that is not needed. Is there a way we can discuss building a facility to meet all the needs of the current flow? That is an approach they have taken before, but it has some draw backs.

Peter Corey asked what they did come up with for a dollar figure if it is built as discussed. They said the number includes construction, engineering fees, legal fees, bond financing is \$8.5 million for a 180,000 gallon per day plant. The easy numbers to look at are the design needs to treat 280 lbs. and that full design is for 740 lbs. It is a big leap in sizing. What is driving the numbers up so high is what our tank costs are and the concrete costs.

Peter asked who has the authority to make the decision with decreasing the size of the plant? Does the state or USDA give us approval? They said that the State and EPA get involved if you are making bigger. Making the plant smaller is up to the town. You don't want to give up the capacity because it would be a fight to get it back. Tim said DES, with other projects, have been good about letting us not build the whole plant now due to the lower flow capacity. We have had some success with DES with that. We do all our river impact modeling, but we are going to build this plant for now and plan to easily expand down the road.

Doug said with the permit we get every five years we have not been able to meet the phosphorus limits. We may be able to keep the permitted capacity the same, but we put a footnote if our wastewater ever got to a certain threshold then we would be required to build the infrastructure to meet the load. It will

require us to build a plant less than the permitted capacity. That would keep the expandability for future less and not lock us into the full construction initially.

We segment the plant anyways and will build two of three units now. In 20-25 years someone is going to figure out new technology, given how the technology has changed over the past 20 years.

Tim and Doug said that they will identify with us next time we meet where are at and how we can meet the project goals. We want to be sure everyone is comfortable with where we are going. We need USDA agreement on these next steps. They hope to have a conceptual design memorandum which will be fine-tuned by the technical advisory team. Jon Harries of USDA wants to be sure we are moving forward in the right direction.

It was decided that the Board will hold a work session on Wednesday, June 6<sup>th</sup> at 6:30 p.m. and Wright-Pierce will come to our meeting to discuss their progress with us.

Steve Lafrance of Horizons Engineering attended the meeting to discuss the water project.

#### Route 142

The shop drawing review is complete. No exceptions taken.

Horizons is providing part-time resident observation. Today was the first day. Bob Erickson will be doing the inspection and Steve will stop by periodically. They were waiting for EJP to come do the connection. EJP is scheduled to install the tapping sleeve and valve today, but it was delayed due to issues with late arrival and missing parts. Steve said while they were talking he started thinking about this design has to mesh with the trust fund project. We were going to connect on and did connect on the east side and cross the road. What Steve asked them to do was to put a tee in with a gate valve. When they come up the west side of Route 142 they will be able to plug in and make a connection. The cemetery side is the west side. We are going up a short distance and crossing at a 90-degree angle. With the next main, we have to stay on that side of the road. Steve said he will be seeing presenting a change order for a gate valve, which is money well spent. Steve said he suggested to Fred we were going to run a copper service line back at the cemetery so the cemetery is temporarily connected to the old line and we will make that connection next year. Steve said these changes make sense for meshing with the trust fund project next year.

Steve said that the contractor was asked to provide a Kennedy hydrant. They are three different hydrant brands. A.J. Coleman is going to supply Kennedy hydrants. Fred would like to stick with the Kennedy hydrants. Steve got a fax from P&R, and they are essentially saying they don't carry a Kennedy hydrant. It will cost them \$250 more to provide the Kennedy hydrant. The Board agreed to pay P&R the extra \$250 for the Kennedy hydrant.

Peter asked Steve when the Project will be completed, and Steve said hopefully in less than two weeks.

#### Contract #1 – Water Main Replacement

Coleman starting tomorrow morning. Mike Duffy is going to be out there with them tomorrow.

#### Contract #2 – Pump Stations

Steve has received the draft DOT driveway and excavation permits.

The project is out to bid and the bid opening is May 30<sup>th</sup>. Pre-bid meeting tomorrow at 2:00 p.m. John Tholl can be there. They have seven plan holders. Steve feels confident we will get good numbers.

Easement location has been field staked per Kevin Camm's request. Good to go. Steve just needs to get the Attorney the revised easement plan.

Steve said he met with Jonathan Dodge and his sister at the Doge well site on April 20<sup>th</sup>. Jonathan was more inclined to accept the easement. Steve has sent two emails and actually called him and got his voice mail and left a message. No return call. Not sure where to go from here.

Peter said the question we have to decide is how are we going to pursue this? Options are: they come to the table and say good let's do this, we could not do anything there, we could redesign some project in the footprint that is available, very tight there, current proposal doesn't work, and putting a smaller building with new controls. It is not ideal. Third option is eminent domain. That is not one people generally like to employ, but it is an option. Joyce told Steve that an appraiser came in last week to look at the property and Steve thought that might be an indication that Dodge wanted to move forward. Steve said that the bid opening is May 30<sup>th</sup> and we have 60 days to award a contract. Dodge wells is a bid additive so we can award the first two pump stations. We have a little bit of time pending some resolution. We are burning the candle here, but we are running out of time. The Board agreed to reach out to Attorney Frizzell to see about the eminent domain process.

#### Contract #3 – Water Meter Replacement

Anticipate specifications out for review by mid-June.

#### Trust Fund Project

Funding and grant agreement have been approved. This engineering services agreement has been prepared and needs to be approved by the Board of Selectmen.

It is a \$4.3 million project so the engineering fees are up there. This is final design and permitting for all of the approved scope that was in the trust fund project. The fees for that first phase is \$290,000 that comes from the budget prepared for the project and submitted to DES. Total engineering budget is 40-45% design and 50-55% is construction services. Steve said he already asked Fred to start marking out service lines and curb stop locations. He is going to be fairly busy. He is pecking away on that and will try to finish by the first of the month. Steve said he can send the survey crew out for what he has already staked. Steve said they can work with him as well. If he falls behind, we just don't want the survey crew to get out ahead of him.

Mark Santoro attended the meeting. He purchased 14 Myrtle Street, and the storm drain in front of his driveway is six inches down and it is a windbreaker. He heard it has been like that for years, and he is wondering if they can raise it up where it should be. Shawn said it is actually has been like that for 20 years. Shawn said they did raise it, but the problem with the water flow going down that road the water sent over it and around it and everywhere it shouldn't go. Shawn said we took the extension out to where it is originally now. Shawn said that road is on the CIP list for next year to be redone, repaved and we could remedy that situation and put in a different grate and swale so the water doesn't go down into the state road.

Peter asked if there is anything we can do to mitigate it? We can put an inch rise on it with a hurricane grate but those are so angled. We try not to put those out in the roadways, especially in the travel portion of the road. We can try it to see if it will divert the water. It has been on Shawn's list to do when the road is redone. Stanley said he would like to see a temporary solution so they don't have to wait another year until the road is redone. Peter asked Shawn and Cabot if they can look at it and see if there is a temporary solution to the issue.

Shawn White, Cabot Ronish and Sandy Holz attended the meeting to discuss the dead oak tree in front of the library. Shawn said that we have been talking about this for three years. Brandon Ploss, the ACRT Contractor, was in the office to let us know they are going to remove the tree. He was going to get in touch with Cabot to discuss logistics.

Peter said he has been in contact with Scotty Body the project manager for Edwards Moving re: moving the transformer from the Mt. Washington Regional Airport to US Route 3 via Colby Road. The bond is in place, Horizons got the contract to provide the engineering services, which we will bill Edwards for the Horizons

Shawn said to make sure they put down the steel plates at every crossing. Peter said they did mention that. Horizons survey should specify where the plates will be put down. A date has not yet been set for when this will be done.

Peter had done up a draft for the Job Summary for the Public Works Director. Peter said we may want to add in something for desired training. Shawn suggested we contact North Country Council to appoint Cabot in place of Shawn as the town's representative to the Transportation Advisory Committee. The Board will meet with Mike Bean at the work session on June 6<sup>th</sup> re: Hazen Road bridge project.

Shawn said he and Cabot have met to discuss his duties, projects to look forward to, etc. Shawn said they feel that the View Street project to reclaim that and lay down new pavement would be better to move that off to next year. This year he is actively getting the crew to do the Kimball Hill culvert, ditching and Gould road for ditching and paving. Shawn said in reference to the paving out here at the town building he would like to encumber the 2018 funds and raise more funds in 2019 and do it next year. Shawn said we need to replace that oil tank at the fire station. Bob Stiles suggested we put a new tank inside the building. It is a lot cheaper and would be better.

Shawn discussed the Highland Street sidewalk project that was not completed last year because of the retaining wall that was falling out. It is the property of the Town and Shawn suggests we use the blocks like we did on Brown Street.

A motion was made by John Tholl to approve the April 23<sup>rd</sup> Selectmen's Meeting minutes. The motion was seconded by Stanley Holz. All in favor, 3-0. Motion passed.

The Selectmen opened bids submitted for the three town-owned properties (via Tax Collector's Deed):

Parcel #1 – 38 Brown Street – Tax Map 103/Lot 101. This is a .23 acre parcel with a building which was destroyed by a fire on the property. The successful bidder for this parcel must have the building torn down or removed within 30 days of purchasing the property and must post a \$25,000 bond to guarantee that the structure will be torn down and removed.

No Bids were received.

Parcel #2 – 38 Knob Road – Tax Map 211/Lot 009. This is a 7.00 acre parcel with an uninhabitable mobile home on the property that has the interior gutted, no partitions, doors removed, open to the weather.

Bids received were as follows:

Bob Stiles - \$5,677.00

Shane Morton & Sara Dunn of S&S Property LLC - \$5000.00

Richard Harris – \$4,100.00

Janet Savage -\$7,500

John Tholl made a motion we sell this property located at 38 Knob Road to the highest bidder, Janet Savage in the amount of \$7,500. The motion was seconded by Stanley Holz. All in favor 3-0. Motion passed.

Parcel #3 – Parker Road – Tax Map 22/Lot 012. This is a .23 acre land only parcel.

One bid was received:

Brian Dubois of 264 Gale Street, Canaan, Vermont - \$1,523.00

John Tholl made a motion we sell this property located on Parker Road, Tax Map 22/Lot 012 to the only bidder, Brian Dubois in the amount of \$1,523. The motion was seconded by Stanley Holz. All in favor 3-0. Motion passed.

Stanley Holz made a motion to write a letter supporting the proposed designation of NH Route 116 in Whitefield as a state scenic byway as part of the Presidential Range Trail Scenic Byway for North Country Council. The motion was seconded by John Tholl. All in favor 3-0. Motion passed.

Peter Corey has suggested that we have Selectmen Committee Reports on a monthly basis.

John Tholl said he missed part of the Airport meeting. One of the things that was discussed there is large mound of dirt that needs to be eliminated, off the dirt trail. Dave Scalley has made an offer. They can't call it loam because it has not been screened. John said that Dave will also be doing some work for the airport in putting back together the dirt that has been dug and doing some landscaping work as well. Bob Stiles said there is probably \$40,000 worth of loam there. John said he was told it is not considered as loam because it hasn't been screened or anything. It has been there for quite a while. Bob says it is worth a lot more than what they sold it for, \$2.50 a yard. Bob Stiles said that was a good deal for Scalley. Bob said he would like the opportunity to bid if they sell anymore. John said they were also talking about the fly-in.

#### Economic Development

Stanley said the April 18<sup>th</sup> meeting was the annual meeting. Gerry Pons was elected President, Roxie Severance, Vice President, Cory Pons, Secretary, and Rick Wright, Treasurer.

There was a lot of discussion re: the parking lot behind Cumberland Farms. Still needs final grading, are we going to put light in there, signage, should it be curbed, paved and handicapped accessible, charging stations, grant money that may be available. Bob Stiles said he put in some electrical work and conduits in there in 2003 but he can't remember where. The parking lot is a project that is very doable if the town and EDC can get together on this and find some grant money for this. The barn at the end of the parking lot, the original Fiske House may be a building the town would want for economic development.

Bob Stiles was under the impression that the owner would be willing to sell it. Stanley said they need a building that could be used as a combination of retail and residential space.

Another item is the railroad property to be used as a park? Picnic tables, DOT lease ends on the property at the end of the year. There may be some opportunity for the Town with this.

Downtown: there was a meeting that they did identify some properties downtown that the CEDC is applying for grant funds to study the feasibility of purchasing them and developing them.

Peter said he attended the last meeting, and he was really encouraged by the number of people and who is attending the WEDC meetings. They have really good people, citizens, doing good work and it is very encouraging. They want to see something happen.

Peter was talking to the owner of the railroad, Ed Jefferies, and they will be running another train on Labor Day Weekend and are going to try to expand it to half a dozen trips a year.

Peter Corey reported on the Planning Board. He said the big items are they have approved two new home constructions for single family homes – Hidden Acre Drive and the other is Route 3 south, just below the old Mason farm. A new house going in there. Neither one will use town water or town sewer. There were a number of lot line adjustments that were approved.

There were two public hearings for change of use – Sunny's Pizza has expanded to the space next door and are going to be offering a full-service bar. They plan to open this summer.

The other change of use that was approved, Shear Destiny, is going to put a residential space in the basement of that building. There were some life safety issues that had to be addressed before that could be approved.

The other issue is probably going to end up in the selectmen's hands for enforcement are three parcels of land that people have put travel trailers, don't have running water or ways of disposing of their waste.

John Tholl offered to draft a Procurement Policy for review and approval.

Peter spoke with Jon Warzocha about the water/sewer rates. Horizons did some calculations based on total users and where our rates need to be when the projects are completed. The Board decided to do another rate increase of .50 cents per 1,000 gallons actually used. We will work with Horizons where we need to be with our rate before the project is completed. A Public Hearing will be held on June 25<sup>th</sup> to review the proposed water/sewer rate increases.

A motion was made by John Tholl to enter into non-public session at 8:05 p.m. pursuant to RSA 91-A:3, II(e) consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled. The motion was seconded by Stanley Holz. Roll call to enter into non-public session: Corey-Yes; Tholl-Yes; Holz-Yes.

The Board adjourned from non-public session at 8:35 p.m. The meeting adjourned at 8:35 p.m.

