

## DRAFT

### Town of New Durham Capital Improvement Program Advisory Committee Minutes of the August 7, 2017 Meeting

1. Call to Order: By Chair Jarvis at 9:04 AM

Present: Cecile Chase, Board of Selectmen Representative  
Theresa Jarvis, Chair & Member At Large  
Bill Meyer, Member At Large  
Ellen Phillips, Budget Committee Representative.  
Dorothy Veisel, Vice Chair & Planning Board Representative  
Scott Kinmond, Town Administrator - Committee Staff

Others: Catherine Orlowicz, Chair Zechariah Boodey Farmstead

3. Minutes:

- The minutes of the July 13, 2017 meeting were reviewed and amended. **MOTION:** *To approve the minutes of the July 13, 2017 meeting as amended.* (Chase/Meyer) Vote: 5-0-0.
- The minutes of the July 31, 2017 meeting were reviewed and amended. **MOTION:** *To approve the minutes of the July 31, 2017 meeting as amended.* (Meyer/Veisel) Vote: 5-0-0.

4. Zechariah Boodey Farmstead: Catherine Orlowicz, Chair Documents provided:

Letter from Cathy Orlowicz  
Zechariah Boodey House and Barn Marketing Plan  
“A Barn Raising for the Zechariah Boodey Farmstead”

- Cathy presented the history of the Zechariah Boodey Farmstead; discussed how the Boodey House came into the possession of the Town and Committee’s plan for adding an early 18<sup>th</sup> century English barn to the Boodey Farmstead.
- The owner of the barn has agreed to extend the maximum date for removal from September 2017 till after the 2018 Town Meeting to give the Committee, Board of Selectmen and voters the opportunity to adopt RSA 41:14-C which would allow the BOS to buy, sell or accept as a gift land and buildings.
- The Committee feels they can raise enough funds to get the barn and move it to New Durham.
- The Committee would like to have a CRF established for the project and so revenue raised from the Farmstead can be placed in the CRF to defray the operational costs.
  - Ellen asked what amount of money the CIP Committee should recommend for this proposed CRF. Terry suggested \$ 2,500.
- Dot raised the issue of a past Selectman saying the Boodey House project would never need any town funds. Cathy stated she would never have painted herself into a corner by agreeing with such a statement.
- Cathy emphasized new opportunities have come forward beyond just the Boodey House. The Marketing Plan sets forth opportunities for ongoing revenue.
- Cecile stated the Town has several pieces of property which are in the process of being preserved. Even though the Boodey Farmstead Committee has done a wonderful job she feels the Meetinghouse needs to be completed first.
- Cathy feels her committee can work in partnership with the Meetinghouse Committee.
  - The two groups have at different uses when the projects are completed.

## DRAFT

- The Farmstead will have a 42 X 42 barn that can be used to raise revenue for the property. Scott concurred about the revenue possibilities.
  - They will be recreating the original east room where the original Covenant of the Freewill Baptist Church was signed. The Boodey family may be making long term loans of some of the room's furnishings.
  - Terry feels there is value to both projects and would like to see the Meetinghouse Committee develop a plan similar to what the Boodey Farmstead Committee has created.
5. Facilities Schedule: Scott is working on this. Some of the items include:
- Library roof, which the Building Inspector will look at
  - Town Hall: Repainting (\$ 50,000 - \$60,000); Window replacement (\$ 25,000+), some are inoperable; none are energy efficient; Insulate the Great Hall; Security issues. There is the possibility of energy grant money from the NH Coop with the Town responsible for 1/3 of the total cost.
  - The Town Building ETF has \$ 115,000+/-.
6. Dams: The Town owns two dams. Routine maintenance, ex mowing, board replacement is covered in the operational budget. Should there be a need for an expensive repair or replacement there is no available money. He feels there is a need for a Dam ETF.
7. Gravel CRF:
- Scott spoke with staff and they feel that the amount in the CRF will support one plus years of gravel purchases (\$ 16,000 - \$18,000/year).
  - Future purchases could be an annual expense in the operational budget or go back to mining our own gravel. The future direction needs to be determined.
8. Other:
- Ellen is concerned as over the past few years the town budget has been cut by almost \$ 1,000,000. The people need to be educated as to why the budget must be increased.
    - Terry stated over the last ten years recommendations for funding CRFs and ETFs had a high of \$ 707, 637 and a low of \$ 208,121 while the actual funding usually is not nearly as high.
    - The Highway Truck CRF will not have enough money for all the anticipated purchases if funding continues at the same rate.
  - The Highway Department is looking at the cost of lease: purchase for four trucks at the same time. The first year's payment could come from the CRF. After that payments would be in the operational budget and money would not be put in the CRF those years.
  - The bond rate when the dam was funded was 4%. Current lease rate is 2+/-%
  - UPDATE: Since meeting with the Committee Chief Varney has discovered that all the SCBA's must be replaced in 2018 not 2020 at a cost of \$ 155,000+/- . He is looking at lease: purchase.
5. Homework: Committee members are to review the Draft CIP distributed by terry. Send all edits to her.
- Terry will finish the draft CIP and send it to Scott for distribution.
  - Scott will revise the list of equipment/facilities from last year and send it on Tuesday. Everyone is to rate each item using the revised Bow rating system and return the sheet to Scott by COB Thursday
6. Adjournment: MOTION: *To adjourn.* (Meyer/Phillips) Vote: 5-0-0. The meeting was adjourned at 10:58 AM

Respectfully Submitted:  
Ellen Phillips