

Town of Swanzey, New Hampshire
Capital Improvements Program Committee (CIP)
Meeting Minutes – August 11, 2014

CALL TO ORDER

The meeting of the CIP was called to order by Chair Osgood at 4:04 p.m. Members present: Dave Osgood, Steve Bittel, Charlie Sheaff, Bruce Bohannon, Jeff Goller, and Selectman's Representative Deborah J. Davis.

Absent: Francis Faulkner

Others Present: Recording Secretary Beverly Bernard, Daniel Scully from Daniel Scully Architects, and Dave Bergeron from Brickstone Land Use Consultants, as well as residents Rebecca Hays, Michael Goldschmidt, and Judy Gallauresi.

Minutes:

- Minutes from August 4, 2014 were considered. **Motion** was made by Bittel to accept the minutes with changes correcting Rebecca Hays name, adding Robert John's name, changing a "should" to "would" on page 2 paragraph 4, and adding a comment by Dave Osgood on page 5 regarding the Police Station. The motion was seconded by Sheaff. All were in favor. ***Motion passed.***

DISCUSSIONS/OTHER BUSINESS

Review Budgets for site and building layouts for various facilities with the architects

Scully mentioned that Ingram Construction will be doing the final estimates since they were very thorough. He noted the design level is conceptual and therefore the estimates are rough.

Bittel noted a clerical error in the numbers for the Recycling Center which reduces that total to \$2,089,000. Overall total becomes \$12,015,000. Question arose regarding site work number; Scully said the site fees are anticipated design fees for next phase, including State of New Hampshire permit fees. Architectural fees are 10% of the building costs, and do not including land acquisition costs.

Bittel asked about site work for \$500,000 for the Recycling Center and DPW facilities. Bergeron said he took two of them together – in his fee he has a site acquisition cost. Bergeron added 15% contingency, and it is only in there once. There is high contingency cost being estimated because they don't know the land that would be designed to. Bergeron said that demolition costs are also included for the Recycling Center and DPW location.

Bittel asked about the Homestead Woolen Mill complex numbers. Bergeron said the price for the whole mill is \$550,000; he assumed an acquisition cost of a portion of the whole for about \$475,000. Scully mentioned there are some other costs in there. Bergeron also said that site work does include the road, other than pavement.

Bittel emphasize that these numbers are just for guidance to the Selectboard. The project will have to be phased over time. Bittel said he would round the figures to provide to the Selectboard.

Bohannon asked about a cost estimate for fixing the roof and trusses for current Town Hall. Bergeron said that there was a number, but he would have to research the engineering report on the trusses.

Osgood said he wanted to make it clear that the Woolen Mill location is the west side of the current building only. Osgood asked if the Committee would be looking at the additional grassy parking area. Bittel pointed out that the grassy parking lot is not part of the Mill. Gallaresi said that the grassy parking lot is for sale online. Bergeron went on to say that the current owners of the Woolen Mill came to Bergeron with the idea of developing a condominium project for the mill. In that case the rear parking lot would be used by the condominium as common land. And the grassy parking lot would be also part of the common land. There was discussion about the possibility of buildings on nearby California and North Winchester Street to provide parking. Bergeron mentioned that there are wetlands in the area where those two buildings exist.

There was a brief discussion regarding the need for Federal Aviation Administration (FAA) approval before building near an airport. Osgood pointed out that the Safford Drive location appears to be near to the east/west runway 3.

Discuss public input and meeting with the Board of Selectmen

Bittel suggested the committee focus on the presentation to the Selectboard. Davis said the Board will want to see the plan and concise recommendations. Bittel emphasized that this is direction at optimum level, which clearly not all would be adopted. Phasing and cutting back will need to be done. Davis focused on Town Hall because that is the immediate need. Davis questioned whether moving Town Hall is going to be agreeable to the voters. Bergeron suggested that the process may be at the point of holding a public hearing. Osgood said that the drawings and costs for a new building to compare to fixing up Town Hall could be presented at a public hearing.

A question came up regarding the Water Study Committee and it was noted that that committee is at an early stage in its research. Osgood suggested a presentation on August 19, 2014 instead of tomorrow, August 12, 2014. Goldschmidt asked about the funding for the projects and Bittel said that it would be funded through bonds. Bittel said that he has seen bonds issued for 30 years at 4.5 % interest rate. Bittel noted that renovation of the Woolen Mill is cheaper per square foot than renovating existing Town Hall. Davis suggested that if Town Hall went to the Mill, it wouldn't necessarily mean the Police Department had to move there right away. The Police could move at a later date. Bergeron said it is less expensive to do both at the same time, but Davis noted the voters will tell the Town how to do it.

Hays asked if architectural plans include central air and there was a discussion about the costs. Norm Skantze joined the meeting at 4:45 p.m.

Gallaresi said that you cannot leave the Fire Department in the building if the trusses are bad. Bittel said the trusses have to be fixed. The \$500,000 that had been mentioned is for bringing the building into life-safety code not for fixing the trusses. Bergeron said that there is a number for fixing the trusses which needs to be retrieved. Discussion regarding looking at the structural engineering report and Bittel suggested that should be part of the presentation to the Board.

Schedule next meeting

The Committee agreed to meet with the Selectboard on August 19, 2014. Scully will prepare the presentation.

ADJOURNMENT

Goller **moved** to adjourn. Bohannon seconded the motion. Brief discussion was held. All were in favor. **Motion passed.** Adjournment occurred at 4:50 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Beverly Bernard". The signature is written in a cursive, flowing style.

Beverly Bernard, Recording Secretary

Approved on September 8, 2014.