

CIP SUBCOMMITTEE MEETING MINUTES

SEPTEMBER 4, 2003

ROLL CALL: Lee Maloney, Chairperson, Planning Board Member – Present
Nancy Prendergast, Vice Chairperson, Planning Board Member – Present
Suzanne Jortberg, Secretary, Citizen Member – Present
Marcia Unger, School Board Member – Present
Bev Donovan, Alternate School Board – Present
Roger Hohenberger, Selectmen – Present
Galen Stearns, Alternate Selectmen – Present
Jack Merchant, Citizen Member – Present
Julie Morgan, Citizen Member – Present

Ms. Maloney called the meeting to order at 7:07 PM in the Planning and Development Room.

MINUTES: Motion by Ms. Prendergast, seconded by Mr. Merchant, to approve minutes of the CIP meeting held on December 12, 2002. Motion approved 6 – 0. Motion by Mr. Hohenberger, seconded by Ms. Prendergast, to approve minutes of the CIP meeting held on August 21, 2003. Motion approved 6 – 0.

OLD BUSINESS: Mr. Hohenberger commented that the Conservation Commission's Land Fund has an existing balance, as of August, of \$628,578.61. He also stated that Mr. Sullivan, Town Administrator, anticipates that all monies in the Highway Fund, approximately \$18,000, will be expended on current road projects. Lastly, he mentioned that there is approximately \$91,000 committed from the new developments at Hadleigh Woods and Lamplighter Village when fully built out over the next two years. There should also be another \$50,000 expected from the new Spruce Pond Phase I development.

NEW BUSINESS: None

DEPARTMENT PRESENTATIONS:

The Fire Dept. began its presentation at 7:15 PM. Chief Messier discussed their immediate need for a new fire engine in 2004, as well as other equipment replacement needs. There was a lengthy discussion about the requested Substation on Rte. 28 in 2005. There is town owned land near Seavey Pond that could be used for the substation. Mr. Hohenberger requested that the Chief obtain a letter from the State as to what they (the State) are going to provide Windham with regard to emergency services during the I-93 expansion project. The Chief believed an ambulance would be provided at the construction site.

Mr. Sullivan gave the Selectmen presentation. He discussed the Griffin Park Phase Two request first. Mr. Hohenberger requested a cost breakdown of the proposed project and what residual money would be available, after donations. Next, the Selectmen requested \$50,000 in 2004 and again in 2006 for the Bartley House Phase Two project. The Castle Hill Bridge request is estimated to cost Windham \$47,140. This is a joint effort with Pelham of which the State will reimburse 80% of the total cost estimated at \$466,400. The request is for \$233,200 in 2004 of which Mr. Sullivan expects the State will reimburse its share within the State's 2004 fiscal year.

The Lowell Road Bike Path request is for \$127,000 in 2005. The State will pay for the project, then Windham will reimburse the State. Lastly, the Salem to Concord Rail to Trail request was presented requesting \$206,000 in 2007.

The Highway Dept. requested a 1-ton truck in 2004, as well as other equipment in later years. There was a discussion regarding the need for land and buildings (new salt shed and maintenance facility) to meet a 2007 deadline of a federal requirement to correct the storage area near the Depot.

The Transfer Station presentation was given by Mr. Poulon. His requests included replacement of the 3 trailers, a large truck, and various loaders over several years. He stated there is no back-up equipment, so if something goes down, service goes down. He mentioned the need for a long-term strategic plan of the transfer station facilities to meet the growing demands of the town.

The Conservation Commission requested \$400,000 for each year 2004 – 2007. Mr. Anderson and Ms. Linowes gave the presentation. The CLF has approximately \$628,000, plus it expects to receive another \$500,000 over the next 3-4 months from current use taxes. They are looking for large tracts of land with conservation value to create corridors for wildlife. They are working with the State in the southeast part of town to acquire land through mitigation in connection with the I-93 expansion.

The Planning Board requested \$100,000 in 2004 in order to update the town's master plan. The funds would be used to hire a professional facilitator to update the current plan based on information and input gathered from local officials and citizens. The present plan does not address current issues, such as the I-93 expansion, high school needs, economic development and recreational needs. A vision statement is now mandated for the master plan as well as a housing study.

Mr. Norman gave the Assessor's Office presentation. Funds of \$65,000 were requested in 2004/2005 for digitized tax maps. He stated that several town departments, ie Fire and Planning, could also use this information. The actual fly-over needs to occur in late Fall or early Spring for best results.

The School District presentation was given by Ms. Unger. She requested \$50,000 in 2004 and 2005 for the septic systems at GBS and/or WMS. She requested \$250,000 in each year 2004 – 2007 for future high school and/or elementary facilities and land needs. Beginning in 2006/2007, the school dept. predicts that large bonds will be needed to pay for new high school and elementary facilities.

The Library Trustees submitted a request to the CIP subcommittee but was unable to attend and present a report at this meeting.

The meeting was adjourned at 10:09 PM.

These minutes have been approved, as amended, by the CIP Subcommittee.

Respectfully submitted, Suzanne Jortberg 9/11/03