

Capital Improvement Program (CIP) Committee  
August 16, 2017  
Location: Town Hall

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Call to Order: 6:00pm

I. Attendance:

Gerry Fleury-CIP Chairman  
Larry Young CIP  
Bryan Christiansen-CIP  
Tina Courtemanche-CIP Selectman Representative  
Dianne Schuett-CIP  
Rosemarie Michaud-CIP  
Janna Culberson-School Board Representative  
David Jodoin-Town Administrator

Absent: David Sheldon-CIP Selectman Alternate

II. Approval on Minutes:

Motion made by Tina Courtemanche to approve the minutes from 8/9/17 as amended.  
Motion seconded by Dianne Schuett. Motion passed 6-0-1 (Larry Young abstains).

III. Water Department-2018 CIP Requests

Chris Culberson and Matt Gagne were present from the Water Department to present the 2018 CIP Requests. The Water Department is requesting \$32,000 from the Operating Fund and \$55,000 from Connection Fees to put aside for Vehicle Replacement and Well Repair.

All the vehicles are in good condition including the oldest truck, the 2006 Dump Truck. The projection is that this vehicle will last another 5 years. The vehicles are currently maintained by the members of the Water Works for routine repairs/work. However, more extensive repairs are done by Mike Goves Auto Repair.

The wells are currently are on a 5 year maintenance rotation other than minor routine maintenance. In addition, water line replacements are being considered as roads are being repaired. The goal of the Water Works is to work more on a proactive approach to replacement than to be waiting for breaks and issues.

Gerry Fleury brought up the discussion from the past CIP Meeting in regards to considering Main St for repair and he asked if this is in the budget. . Per Chris Culberson, the inside of the main on Main St looks good but towards the village the water lines are approximately

120 years old. It was discussed that if it is decided to repair Main Street, then consideration of replacing pipes would be considered.

Bryan Christiansen then asked how the water quality is at the end user. Per Matt Gagne, there are samples taken at 6 locations monthly that are all testing very well. There are small traces of Chlorine and this is being monitored.

Gerry Fleury requested to know how we stand capacity wise. Matt Gagne stated that we are currently at 80% capacity. With all the new developments being proposed, this will need to be reevaluated in a few years. The Department is currently working with engineers looking at what options are for the future however, to add more capacity a new well may be considered.

#### IV. Administration/Energy Committee-CIP Requests

David Jodoin was present to discuss the CIP Requests, however the requests are behind due to many illnesses in the departments.

The Cemetery Committee is requesting \$10,000 to be put in the Capital Reserve for stump grinding and wall repair at the Pembroke St Cemetery, Repair of Monuments and Tree Removal.

The HVAC System at the Town Hall is losing refrigerant and needs replacement however no quote has been received for this to date.

Bryan Christensen requested to know what was happening with 4 Union Street. Selectman approved renovations, however construction has not started as of yet. In addition, drainage work has been done and the Selectman is considering whether to repave the parking lot.

Gerry Fleury expressed concern that 4 Union Street is essentially a real estate investment and he looked for assurances that rent revenues are sufficient to cover the cost of operation and capital improvements. He did not feel that this should be a tax obligation of the Pembroke taxpayers.

Energy Committee is requesting money to be put aside in the Capital Reserve for Solar Panels in the Town Hall/Library Area. No set requested amount was given to date. Gerry Fleury read the most recent warrant article which was limited to lighting upgrades designed to reduce energy expenditures for street lights. He cautioned that support by CIP should be based upon a draft warrant with specific language which amends the mission and purpose of the Energy Committee. This most recent informal purpose was, in his opinion, a departure for the original intent.

V. Other Business:

School Meeting will be at 6pm in the Pembroke Academy Library  
Public Hearing and Grading will occur on August 30, 2017.

VI. Adjourn:

Larry Young moved to adjourn the meeting at 707pm. Motion seconded by Tina Courtemanche. Motion passed 7-0.