



**TOWN OF PEMBROKE
TOWN HALL**
311 Pembroke Street
Pembroke, New Hampshire 03275
Tel: 603-485-4747 Fax: 603-485-3967
Web: pembroke-nh.com

**Capital Improvement Program (CIP) Committee
Agenda
August 14, 2019, 6:00 PM
Location: Town Hall**

1. Attendance:
2. Minutes August 7, 2019
3. Water Department – 2020 CIP Requests
4. Sewer Department – 2020 CIP Requests
5. Energy Committee – 2020 CIP Requests
6. Municipal Facilities – 2020 CIP Requests
7. Other Business
8. Adjourn:

CAPITAL IMPROVEMENTS BUDGET 2020
Funding from Operating

[illegible]

CAPITAL IMPROVEMENTS BUDGET 2019

[illegible]

**TOWN OF PEMBROKE
CAPITAL IMPROVEMENTS PROGRAM**

Page 1 of 2

DEPARTMENT: Sewer

PROJECT NAME: Office/Garage

PURPOSE OF PROJECT: Permanent Home for the Sewer Office/Equipment

Total project cost:	<u>563,000.00</u>
If multi year plan, include 3% compounded rate for each year	
Amount of money currently in a trust fund for this project:	<u>114,000.00</u>
Year project first proposed to CIP Committee:	<u> </u>
Indicate Year(s) project was approved by governing body:	<u> </u>

Duration of project (# of years money is needed to complete project):	<u>4</u>
Date Department Expects to Purchase Capital Item	<u>Before 2026</u>

Circle project classification (See definition page for clarification)

Class I: Urgent Class II: Necessary 1-3 Class III: Necessary 4-6 Class IV: Deferrable

Funding (list all sources, including user fees) (See definition page for clarification)							
Source of Funding		Year 2020-2021	Year 2021/2022	Year 2022/2023	Year 2023/2024	Year 2024/2025	Year 2025/2026
Rate Payers		100,000.00	100,000.00	100,000.00	100,000.00		

Form CIP2000-1

**TOWN OF PEMBROKE
CAPITAL IMPROVEMENTS PROGRAM**

#REFI

Page 2 of 2

Justification Narrative: (Please offer ample justification; the Committee may have only this material on which to base it's recommendation. Feel free to use additional sheets.)

1) What is the purpose of this project? Why was the classification chosen?

This project would allow Pembroke to have a permanent home to house the office/equipment
This is very important for the Sewer Commission to have a stable place without fear of ejection or the need to move from place to place.
The current lease expires Dec. 2026

2) What Master Plan objective(s) does this project address? How does this project contribute to this objective or help manage Town growth?

3) Additional Justification.

Department Approval (signature)

Date

******Project Cost will include a 3% Inflationary factor unless otherwise noted**

Form CIP2000-1

**Town of Pembroke, New Hampshire
CIP Building Request Form**

Department: Buildings & Grounds Requested by: James Boisvert Date: 6/26/2019

Please check all that apply and fill in as much information as you can.

General Information

Year of suggested purchase: 2020 Source of Funding: CIP

☒ Replacement ☐ Upgrade ☐ Addition ☐ Renovation ☐ New

Description/Purpose: Roof system

Existing Building Description

Name of Building: Safety Center Year Built: 2003 Projected life at date of purchase: _____

Date of last major repair or overhaul: _____ Cost/Description: _____/_____

Repair costs to Date: _____ Annual maintenance cost for the past 3 years: _____/yr.

Anticipated repairs needed in next 2 years: _____ Cost: _____

Current values: (on books): _____ (market): _____ (trade-in): _____

Source of values listed above: _____

Requested Building Description

Anticipated Price: \$120,000.00 Source of Pricing: Contractor Estimate

Anticipated annual maintenance cost: _____ Anticipated Useful Life: _____

Warranty? ☐ Yes ☐ No If Yes, by whom?: _____

Anticipated changes in: Operating Cost: _____ Personnel: _____ Utilities: _____

Insurance Cost: _____ Maintenance: _____

Comments: In 2014, this was a CIP item. Next year the roof will be out of warranty. Issues with the roof at this time are not covered under warranty and we have been patching it. Price increased very much since 2014 quote from Master Roofers. If passed at Town Meeting this will go out to bid.

Master Roofers LLC

Residential & Commercial Roofing Specialists

June 18, 2019

Reno Nadeau / Jim Boisvert
Town of Pembroke
311 Pembroke St.
Pembroke, NH 03275

RE: REV 3 - Pembroke Safety Center

- Fully Adhered TPO Roof system to previously quoted 8,500 sf roof, tower roof and 2,800 sf south section roof
- Both front shingle roofs, removed and replaced
- Rear 800 sf metal roof - roof replacement versus repair work

Dear Reno and Jim,

- ✓ As requested, this proposal includes the initially quoted 100' x 85' roof area plus the 85' x 33' section south of that roof for a TPO roof system, as well as the 20' x 15' rear upper tower roof.
- ✓ This also includes a new shingle roof replacement to both of the relatively small shingled roofs out front.
- ✓ This also provides two options for repairing versus replacing the approximately 800 sf rear metal roof

As described below, the existing failing roof was installed using partial and mechanical attachment of the roof membrane, which is not advisable for roofs with "Tectum" decking panels such as what is in place for the proposed roof areas. This type of "partial attachment" is prone to flutter during windy conditions, which puts uplift pressures for the screws to back out, which is what is happening.

The preferred method of membrane attachment is fully adhering or "gluing" the entirety of the new roof membrane down to new rigid foam ISO insulation. In a fully adhered roof system, all of the new roof insulation is mechanically attached to the Tectum decking using special fasteners that will be predetermined by special pull tests. Once the roof insulation is adequately fastened down, the TPO membrane sheets are fully adhered down. This "glue down" method eliminates the "spot stresses" placed on the individual fasteners in a mechanically attached roof system such as what is in place now.

Master Roofers LLC

Residential & Commercial Roofing Specialists

Both front entryway shingle roofs

- A. Remove and replace both front shingle roofs using like kind/type shingles or GAF Timberline architectural roof shingles in any available color.
- B. Shingle replacement work to include new edging, and leak barrier membranes to all roof deck areas.

2019 PRICING

TPO ROOF System to existing white membrane areas plus both front entry/gable roofs

Budget cost for the above specified adhered TPO roof system to the 100' x 85' roof area, plus the 20' x 15' tower roof, plus shingle replacement to both front entryway roofs is \$78,526 ✓

Add \$29,965 to include the 85' x 33' lower south roof section using the TPO Roof system as specified above.

Rear 800 sf metal roof system - Replacement project to include:

1. Remove and discard the existing metal roofing and purlins.
2. Install 5/8" CDX plywood sheathing.
3. Apply leak barrier membrane to entire roof area.
4. Apply aluminum drip edging.
5. Apply Timberline roof shingles.
6. Install step and endwall flashing to the sidewall and endwall details.
7. Install counter flashing to the sidewall and endwall details.

Budget cost of \$6,400 for the above roof replacement project using Timberline roof shingles

✓
OR

Budget cost of \$8,000 to install a hidden fastener standing seam metal roof system

OR

Rear 800 sf metal roof system – Repair only project to include:

- Apply suitable caulk grade sealant to the existing nail fasteners that penetrate the existing roof and to the metal counterflashing for a cost of approximately \$1,000

**Town of Pembroke, New Hampshire
CIP Building Request Form**

Department:

Building & Grounds Requested by: James Boisvert Date: 6/26/2019

Please check all that apply and fill in as much information as you can.

General Information

Year of suggested purchase: 2020 Source of Funding: CIP

☒ Replacement ☐ Upgrade ☐ Addition ☐ Renovation ☐ New

Description/Purpose: Replace roof

Existing Building Description

Name of Building: Library Year Built: 2003 Projected life at date of purchase: _____

Date of last major repair or overhaul: _____ Cost/Description: _____/_____

Repair costs to Date: _____ Annual maintenance cost for the past 3 years: _____/yr.

Anticipated repairs needed in next 2 years: _____ Cost: _____

Current values: (on books): _____ (market): _____ (trade-in): _____

Source of values listed above: _____

Requested Building Description

Anticipated Price: \$65,000.00 Source of Pricing: Contractor estimate

Anticipated annual maintenance cost: _____ Anticipated Useful Life: _____

Warranty? ☐ Yes ☐ No If Yes, by whom?: _____

Anticipated changes in: Operating Cost: _____ Personnel: _____ Utilities: _____

Insurance Cost: _____ Maintenance: _____

Comments: See attached email from Kyle Jensen of New Heights Roofing & Construction, LLC. If passed at Town Meeting this will go out to bid.

Jimmy Boisvert

From: Kyle Jensen <newheightsroofing@comcast.net>
Sent: Wednesday, May 01, 2019 8:26 AM
To: rnadeau@pembroke-nh.com
Cc: jboisvert@pembroke-nh.com
Subject: Town Library roof repair
Attachments: Pembroke library roof repair.docx

Hi Guys

Attached is the roof repair amount for the town library missing shingles. I will need to order these shingles in so let me know if this is a go soon and I can call them to order and do job asap once they are ready.

Thank You

Kyle Jensen

New Heights Roofing

603-548-4484

"Taking Your Home to New Heights"

NEW HEIGHTS

Roofing and Construction, LLC

P.O Box 344
Concord, N.H 03302-0344

(603) 548-4484

Estimate

Jim

Pembroke Public Works

WACO building Roof

8 Union street Pembroke NH

603-848-4423

JBOISVERT@pembroke-NH.com

djdoin@pembroke-nh.com

Total Labor and Materials

1. Repair all missing Chateau shingles on library\$650

Done

Down Payment\$0

Balance due \$650

Non-payment (and/or later payments)-failure on the customer/ Authorized party to make all payments on time as described to be due within contract shall result in finance charge of 2% per month (24% per year), on any unpaid balances of any late payment. The Customer/ Authorized party shall be liable for all attorney fees and legal fees necessary to collect any unpaid balances or late payments.

Estimated By:

Kyle L. Jensen (Owner)

Date: May 1, 2019

Customer/Authorized Signature:

Date: _____

Jimmy Boisvert

From: Kyle Jensen <newheightsroofing@comcast.net>
Sent: Wednesday, May 01, 2019 8:49 AM
To: rmadeau@pembroke-nh.com
Cc: jboisvert@pembroke-nh.com
Subject: Pembroke Town library new Roof
Attachments: Pembroke town library roof bid.docx

Hi Guys

I walked over the entire library roof and found the missing shingle areas, which I have estimated for repair in my previous email. The current roof is a high end chateau 3 tab shingle that is faded and has started to show signs of deterioration and some slight cracking. I would say that this roof should have another 3-5 years of life left before deterioration becomes a problem. With that said however if you wait the full 5yrs then the shingle will no longer qualify for the on over second layer option which is allowed per code in New Hampshire. I would definitely take advantage of the on over option within the next year or so before this option is not viable. Once the shingle start to fully curl and deteriorate then it is not possible to lay over them creating a flat surface as they have currently. The added cost of labor, time and dump fees to have this roof stripped is around \$20,000, which is not necessary if the roof is done over in the next year or so. This added cost can be saved or rather invested in the GAF ultra shingles which are 2x thicker than the standard shingles and have a much higher wind rating, but are also still less than the added \$20,000 to just rip the roof. In short the current roof should be replaced with a new GAF warrantied roofing system in the next year to save the town a bunch of money on the stripping aspect. Further the cost of a new roof in 5 yrs from now vs 1yr from now will also be much more money. It may cost an added \$35,000 to have the roof stripped and replaced new 5 yrs from now due to inflation of materials, dump fees rising every 4 months and labor costs.

Attached is the bid to replace the whole library roof on over with a GAF 30yr shingle and the added cost for an the Ultra grade shingles if decided. This option is best to be done in the next year to guarantee proper seal and flat adhesive to the lower layer.

Thank You

Kyle Jensen

New Heights Roofing

603-548-4484

"Taking Your Home to New Heights"

NEW HEIGHTS
Roofing and Construction, LLC

P.O Box 344
Concord, N.H 03302-0344

newheightsroofing@comcast.net
(603) 548-4484

Estimate

Jim

Pembroke Public Works

WACO building Roof

8 Union street Pembroke NH

603-848-4423

JBOISVERT@pembroke-NH.com

djdoin@pembroke-nh.com

On Over GAF HD Shingles on Library

1. Setup staging around whole building with bars and rails
2. Take off all ridge vent and caps and dispose
3. Install 3' of ice and water shield on all eaves
4. Use longer 1-1/2" nails for application and 1-3/4" on all caps
3. Install GAF Timberline HD or Ultra HD (2x thicker) shingles on over Roof

Color — GAF ---TBD

4. Install new Cobra vent ridge vent on all main ridges and dormers
 5. Install new shingle ridge caps
 6. Install new pipe boots over any and all pipe stacks
 7. Caulk all roof protrusions and down all walls with geocel 2300 clear
-

Town of Pembroke, New Hampshire
CIP Building Request Form

Department: Building & Grounds Requested by: James Boisvert Date: 6/26/2019

Please check all that apply and fill in as much information as you can.

General Information

Year of suggested purchase: 2020 Source of Funding: CIP

☐ Replacement ☐ Upgrade ☐ Addition ☒ Renovation ☐ New

Description/Purpose: Replace doors, windows, garage doors

Existing Building Description

Name of Building: WACO Year Built: 1950 Projected life at date of purchase: _____
Date of last major repair or overhaul: 2/27/2019 Cost/Description: \$11,900.00/new steel roof
Repair costs to Date: _____ Annual maintenance cost for the past 3 years: _____/yr.
Anticipated repairs needed in next 2 years: _____ Cost: _____
Current values: (on books): _____ (market): _____ (trade-in): _____
Source of values listed above: _____

Requested Building Description

Anticipated Price: \$15,200.00 Source of Pricing: Contractor estimates
Anticipated annual maintenance cost: _____ Anticipated Useful Life: _____
Warranty? ☐ Yes ☐ No If Yes, by whom?: _____
Anticipated changes in: Operating Cost: _____ Personnel: _____ Utilities: _____
Insurance Cost: _____ Maintenance: _____

Comments: Located at 8 Exchange Street. This building is needed by Public Works and other departments for storage. If approved at Town Meeting this will go out to bid.

"Taking Your Home to New Heights"

NEW HEIGHTS

Roofing and Construction, LLC

P.O Box 344
Concord, N.H 03302-0344

(603) 548-4484

Estimate

Reno Nadeau
WACCO building Roof
8 Union street Pembroke, NH 03275
603-485-4422
rnadeau@pembroke-nh.com

Demo Trim, Frame with 3 New 10'x 12' Garage doors

1. Demo existing 3 garage doors to opening
 2. Frame in opening for new garage door to fit exact
 3. Trim out 3 garage doors in all white no rot pvc trim
 4. Install 3 new 10'x12' garage door all white
Manually openable with interior locks and no glass
 5. Install new siding around new garage door if needed
 6. Super clean grounds and roll magnet
 7. Haul all debris to dump
-

"Taking Your Home to New Heights"

NEW HEIGHTS

Roofing and Construction, LLC

P.O Box 344
Concord, N.H 03302-0344

(603) 548-4484

Estimate

Jim

Pembroke Public Works

WACO building Roof

8 Union street Pembroke NH

603-848-4423

JBOISVERT@pembroke-NH.com

Windows and Front Doors Waco Building

1. Take out 4 windows existing and rotted
 2. Take out 2 front entry doors rotted
 3. Pull everything out to solid frame to sit in new windows
 4. Install 4 new construction with j channel white (not replacement) Simonton windows
with half screens and no grids
 5. Install 2 new front entry exterior door 3'-0 x 6'-8"
 6. Install new locks with single bore hole for each door keyed alike
 7. clean up ground of all debris and haul to the dump
-