

## MINUTES OF THE JULY 22, 2021

### PEMBROKE CAPITAL IMPROVEMENT (CIP) COMMITTEE MEETING CEMETERY, ROADS COMMITTEE, AND PUBLIC WORKS REQUESTS

The CIP Committee held a meeting on July 22, 2021, at 6:00 p.m., at Pembroke Public Works, Pembroke New Hampshire

The meeting was called to order by Gerry Fleury at 6:01 p.m. Those present and absent were as follows:

#### PRESENT:

Gerry Fleury CIP, Budget Committee	David Jodoin Town Administrator
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Rick Frederickson CIP, Selectman Rep	Peter Gagyi Alt. Selectman
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Kevin Foss  
CIP, Planning Board

Rosemarie Michaud  
CIP, Resident

Gene Gauss  
CIP, School Board

#### ALSO PRESENT:

VJ Ranfos Director, Pembroke Public Works	Bob Fanny Pembroke Public Works
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Ellen Paulsen Pembroke Cemetery Commission	Adam Mendoza Pembroke Public Works
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#### EXCUSED:

Bethany Chase-Reynolds  
CIP, Resident

Andrew Yonchak  
CIP, Resident

Rosemarie Michaud made a motion to nominate Gerry Fleury as Chairman, Rick Frederickson seconded the motion, and the motion was approved unanimously.

Gene Gauss made a motion to nominate Rosemarie Michaud as Vice-Chairman, Gerry Fleury seconded the motion, and the motion was approved unanimously.

Kevin Foss made a motion to accept the minutes of August 19, 2021 as amended. Gene Gauss seconded the motion. Motion passed 5-0. Rick Frederickson abstained.

Gerry Fleury informed the Committee that Jennifer Smith will be sitting in on all the meetings on behalf of the Energy Committee.

#### Cemetery Commission – 2022 CIP Requests

##### Requests:

Ground Penetrating Radar in Buck Street Cemetery	\$2,500
Remove and replace old pavement and replace culvert at Pembroke Hill Cemetery	<u>\$9,225</u>
	\$11,725

Ellen Paulsen, Cemetery Commission, presented the 2022 CIP Requests. Ellen shared a quote from Topographix LLC to do a ground penetrating radar scan (GPR) in the rear section of the Buck Street Cemetery in an area where unmarked “pauper” burials are known to exist and also in an area of Evergreen Cemetery. The burials were noted in history but there are no marker stones. Gerry Fleury asked if they find any burials, will they be marking the plots. Ellen answered they will mark the unusable area with aluminum discs. Gerry asked if there have been any cave ins in these cemeteries. Ellen answered there have not.

The second request is to remove old pavement in the driveway of the Pembroke Hill Cemetery, add 8-inch crushed gravel, replace a 12-inch culvert, and pave with 2.5-inch single course mix. The quote from Advanced Excavating is \$9,225. VJ Ranfos explained when the driveway was originally paved, no sitework had been done. They leveled out the old dirt driveway and paved it. There are roots from a nearby pine tree coming through and making it difficult, if not impossible, for some to get into the cemetery to look at plots.

#### Roads Committee – 2022 CIP Requests

##### Requests:

Road Paving Projects	\$750,000
Replace Buck Street Sidewalk	<u>\$10,000</u>
	\$760,000

VJ Ranfos, Director Public Works, presented the 2022 CIP Requests. The roads projected to be completed in 2023 are Borough Road, Bow Lane, Brickett Hill Road, Buck Street, Fairview Ave, Horse Corner Road, and Third Range Road. Peter Gagyí asked if there is a priority order. VJ answered they will do an assessment in the Spring to come up with one. Kevin Foss asked what is being done on Buck Street. VJ answered they are putting a top coat overlay on the work done this year. Gerry Fleury asked if there are any culvert replacements. VJ explained on these roads, the culverts do not need to be replaced, with the exception of Borough Road, which is being done this year. Rick Frederickson asked if they received quotes for the work. VJ answered Central New Hampshire Regional Planning Commission uses forecasting software to come up with projected costs. In the past, the software has been relatively accurate and has shown to be dependable. They will get formal quotes when the time comes.

#### Public Works Department – 2022 CIP Requests

##### Requests:

Replacement of man doors on Public Works Old Garage	\$5,000
Safely enclose detention pond	\$7,800
Foundation Repair in Public Works Garage	\$94,000

Duct work cleaning for air quality improvement	\$8,500
Addition to Public Works and Fire suppression system	\$600,000
Hanging Modine heaters in garage (old bays)	\$7,500
Cross Country Road Culvert Replacement	\$87,000
Memorial Park Pipe Replacement	\$467,000
Chipper Replacement	\$65,000
3-ton hot packer	\$55,000
HV507 International replacement	<u>\$110,000</u>
	\$1,506,800

VJ Ranfos Director Public Works, presented the 2022 CIP Requests. Item one is to replace the failing culvert at 747 Cross Country Road. Mike Vignale, Town Engineer, from KV Partners LLC, gave an estimate of \$87,000 to replace the corrugated metal culvert with plastic. VJ explained that in order to comply with DES, the culvert needs to be one size larger than what is currently there with a natural stream bottom so animals can cross under the road. Right now, the pipe is 48 inches and the new one will be 60-inches. Gerry Fleury asked if there are any concerns for the weight load on the plastic material. VJ answered that there are not. It is very sturdy.

VJ discussed the next project which is to replace the failing 100-year-old 24-inch clay drainage pipe in the MS4 area from Exchange Street to the Merrimack River. Gerry Fleury asked if the pipe runs down the middle of the road. VJ answered it runs down the road and through the Amoskeag Rowing Clubs property. The Town has a drainage easement for emergency repairs. Gerry asked if there is a possibility of running into trouble with the gas line. VJ answered that there is and if that happens there will be a budgetary impact. Gerry asked if the line has been cameraed. VJ answered that it has not. That will happen during the planning portion of the project which will be completed in 2023 with construction in 2024.

The next project is to replace the Buck Street sidewalk from the double decker bridge to Smith Avenue and install one ADA ramp and plate. Rosemarie Michaud asked if there is a sidewalk capital reserve. David Jodoin answered there is a reserve they can use for this with \$60-70,000 in it.

VJ then discussed the current Falcon 3-ton hot packer. It is 15 years old, has a seized tack motor, inoperable burners, severe rust, unsafe hopper lids, leaking axle hubs, wiring issues, and heating controls that are beyond repair. This machine is used to patch potholes. Newer machines are much more efficient and will not take as much manpower to operate. Peter Gagyi asked if they will trade in the current packer. VJ answered they are hoping to but does not feel they will get a significant amount of money for it.

The next piece of equipment for replacement is the Brush Bandit Chipper. The current chipper is 25-years old. It was custom built so parts are not readily available. It has severe rust, a slipping transmission clutch, and the feed drums are severely worn. A major concern is the almost non-existent safety features. There is one bar that can be pulled to put it into reverse but nothing to stop the grinding should someone be pulled in. The bar does not stop any grinding, it just reverses it and someone else would need to be there to pull it. It is an extremely dangerous piece of equipment to operate.

The last piece of equipment being requested is a replacement International 6-wheeler. The current truck is 16 years old and past its useful life. The truck caught fire 2-weeks ago and has a cracked head gasket. The sander and plow are custom to the truck and will not be able to be used on anything new. This vehicle will be sent in for trade.

VJ discussed the replacement of the man doors on the old public works garage. They are original to the building and beyond repair. They no longer close properly or are air tight. Gerry asked if they will be getting fiberglass doors. Bob Fanny explained there is a fiberglass option but that will warp over time with the amount of sun that side of building gets. Rosemarie asked who would do the painting. VJ answered the guys at DPW would do it.

VJ discussed replacing the two non-working gas heaters in the old garage with two high efficiency 200,000 BTU Modine gas hanging heaters. Gerry asked if they would use natural gas. Bob Fanny answered they would.

The next two items are repairing the foundation in the Public Works Garage to fix the west side of the building that has been sinking and leaning outward in order to prevent the building from collapsing for a quoted cost of \$94,000 or repairing the foundation, adding a 20x66 addition, sprinklers, fire alarm upgrades, and an MS4 compliant wash bay for \$600,000. Gerry asked if they would do a bond issue for this project. VJ answered they would for the addition. Gerry asked if the addition included fixing the foundation. VJ explained

the addition would include foundation repairs and they would be taking core samples to shore everything up and make sure it will last and is up to code. If they do the addition, they will need to put in a fire suppression system that is up to code. The current system is grandfathered in and would not need to be done if they just repair the foundation. However, if there was a fire, they would lose their equipment and vehicles. Gene Gauss asked if they have to add the wash bay. VJ explained the MS4 guidelines discourage washing vehicles outside and want to see a dedicated wash bay put in. VJ is confident this will be a requirement rather than a recommendation soon.

David Jodoin, Town Administrator, discussed the possibility of changing some of the Capital Reserves to being expendable by the Selectman. The voters vote at Town Meeting to put the money into the capital reserves and then have to vote again at Town Meeting to take the money back out. While this process prevents wasteful spending, it is also costing the Town thousands of dollars and causing the Town to lose out on vehicles because the Selectman are unable to act when something is available. The Committee feels the current process is still the best overall solution for the Town.

The Committee thinks the next CIP item for duct work cleaning for air quality improvement should not be a CIP item but in the operating budget as it is for the health safety of the employees.

The last item discussed is the replacement of the fence around the detention pond at Town Hall. The old fence is rotted and in disrepair. The Committee is not in favor of replacement with a split rail wooden fence and would rather see something cheaper like a chain link fence or even a keep out sign since there is rarely actual water in the detention pond.

The next meeting will take place at the Pembroke Safety Center to discuss the Police Department & Fire Department CIP Requests.

There being no further business to come before the Committee, Kevin Foss made a motion to adjourn, the motion was seconded by Gene Gauss, and the meeting was adjourned at 7:36 p.m.