

EXPANDED DRAFT MEETING SUMMARY
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MINUTES

CITY OF NASHUA
CAPITAL IMPROVEMENTS COMMITTEE
January 25, 2021

6:00PM

The meeting was called to order at 6:00 PM by Scott LeClair, Chair of the Planning Board and Capital Improvement Committee, via Zoom at 6:00PM, and terms of the virtual meeting were reviewed by the Chair. Mr. LeClair explained the Committee's procedures, stating that the Committee is operating under the Governor's Executive Order via Zoom and explained how public access is available by telephone/Zoom and the method for contacting City staff in the event that connection is not possible.

Introduction of Members Present: (Roll Call)

Scott LeClair
David Fredette
Charlie Budris
Larry Szetela
Matt Sullivan
Bob Canaway
John Griffin

Staff: Marcia Wilkins
Christine Webber

Excused: Alderman Tencza, Alderman Jan Schmidt (Alt)

Approval of Minutes

Presentation Meeting of January 11, 2021. Charlie Budris made the comment that he would like to see more detail in the minutes. Matt Sullivan added that should the Committee like to change the format of the minutes, a conversation about that should take place.

Motion to approve the minutes as presented by David Fredette, seconded by Bob Canaway. All members voted in favor, the motion passed unanimously.

Presentations:

Community Development Division – Sarah Marchant

Railroad CMAQ Project, This project includes matching funds from City (20%) and NHDOT (80%) for Franklin, Canal, and Library Hill intersection improvements. It also contemplates a future connection to the Broad St .Parkway via Franklin St.

Heritage Rail Trail East – This project is being presented due to cost increases to the in construction that have escalated the total project cost from 2017 to 2019. Additionally, more contaminated soil must be removed. As a result, the project cost is now \$274,000 higher, of which the City’s share is \$68,307 in matching funds.

Heritage Rail Trail Beautification Project- This project does not include any grant dollars and is solely a City funding project. The project includes fencing, landscaping, and gardens and other beautification efforts.

Lock St – Another returning project, this is returning due to the State of NH pushing project funding further into the future. The project includes several traffic calming, pedestrian and bicycle safety, and safe routes to schools elements.

Library – Jennifer McCormack

These projects have already been before the Committee in previous years. We are having our 50th anniversary in September of 2021. The HVAC system and Plaza upgrades are original to the building and site, the brick pointing has been a priority project in the past years. The HVAC system is the top priority. Windows are deteriorating and will be in need of replacement in the coming years.

School Department – Shawn Smith

Deferred Maintenance – 2022-2027, this project is vested through the Board of Education. For this year’s request, it includes 1.5 million dollars in deferred maintenance. The City has already provided \$120 million dollars for the renovation of existing middle schools and a new middle school, and the District is thankful for that investment.

Bob Canaway asked that we look at the “Deferred Maintenance” projects as to whether they are considered all on one slate versus, separate projects. The Traffic project, is what caught his attention. Matt, answered that it depends, but the approach should be consistent from department to department. Bob Canaway added that the Committee reviews Deferred Maintenance requests as repairs, but there are items that should likely be standalone capital requests that are not repair projects.

Matt, commented that the concern with doing it this way and bundling projects is that the Committee may not support the request at 1.5 million, while that larger package may include necessary projects that individually would be supported. We could break out the non-maintenance projects tonight if the Committee would like.

Mr. Fredette asked if the proposed project costs for the Pennichuck and Fairgrounds Middle Schools Renovation projects are the same figures presented in prior years. Shawn stated that he did not think so but that he did not have the numbers in front of him. Mr. Fredette said they appeared to be higher than last year.

John Griffin commented for the benefit of Mr. Sullivan being new to the committee, that funding is very limited and that the total capital budget is approximately \$1,000,000 and this year, \$200,000 may be allocated to the Airport. There is no strong capital funding mechanism, which results in some of these projects. Current members of the Aldermen are encouraging maintenance projects, but funding availability remains limited.

Shawn indicated a priority list for Deferred Maintenance as follows: 1 Running Track NHS South; 2 Cooling Tower; 3 Dehumidification; 4 Traffic Improvements; 5 Security Cameras; 6 Painting project.

The Committee agreed to vote on only the top three projects from the Deferred Maintenance budget.

Ranking and Voting of Projects

Dave Fredette read into the record his votes as he had to attend another meeting at 7:00 pm. Mr. Fredette's voting record is reflected in the attached project ranking sheet.

The Committee conducted the voting and ranking exercise as reflected in the attached project ranking sheet. All votes were conducted via roll call.

Total Short Term: 21 A projects; 12 B projects; 6 C projects; 1 D project. Motion to approve the ranking of Short Term project priorities: Bob Canaway, second by John Griffin. All in Favor.

Total Long Term: 4 A projects; 5 B projects. Motion to approve the ranking of Long Term project priorities: Bob Canaway, second by Charlie Budris. All in Favor.

Other Business

Matt suggested that it would be useful to have a meeting within the next two months to discuss some of these ideas, length of minutes, ranking process, anything we'd like to review and potentially modify prior to the next exam cycle. Members were agreeable to a meeting.

Adjournment

Motion to adjourn by Charlie Budris at 8:01 PM. Seconded by Larry Szetela, All members voted in favor, the motion passed unanimously.

Scott LeClair, Chair

Date