

# D-R-A-F-T

## DURHAM PLANNING BOARD WEDNESDAY, SEPTEMBER 14, 2005 DURHAM TOWN HALL – COUNCIL CHAMBERS

### PRESENT MEMBERS:

Chair Kelley; Arthur Grant; Stephen Roberts;  
Kevin Webb; Nick Isaak; Richard Ozenich;  
Councilor Gerald Needell

### PRESENT ALTERNATE MEMBERS:

Councilor Carroll; Susan Fuller; Bill McGowan;  
Lorne Parnell

### MEMBERS ABSENT:

Annmarie Harris

### I. Call to Order

### II. Approval of Agenda

*Councilor Needell MOVED to approve the Agenda as submitted. The motion was SECONDED By Kevin Webb, and PASSED unanimously 7-0.*

### III. Approval of Minutes –

#### June 22, 2005

Page 5, 3rd full paragraph should say Mrs. Sandberg

Page 10, top paragraph, remove CAPS and change to read "...to make the improvements to the west..."

Page 11 Get rid of CAPS, top of page; bottom of page should say "TMS Architects"

Page 14 spelling should be Mara Witzling

Page 16 3<sup>rd</sup> paragraph from bottom, should say "...gave him confidence that they could satisfy the design constraints."

*Nick Isaak MOVED to approve the June 22, 2005 Minutes as amended. The motion was SECONDED by Richard Ozenich, and PASSED unanimously 7-0.*

#### July 13, 2005

Mr. McGowan said he should be listed as being absent from the meeting.

Page 2, next to last paragraph, take out "...by the Council"

Page 3, 4<sup>th</sup> paragraph from end, should read "...since this was a private road", the driveway cuts...

Page 11, - It was agreed that Jim Campbell would check with Bob Levesque about the wording of the 3rd paragraph from the bottom

The Board agreed they would not approve the minutes pending getting the answer concerning Page 11.

July 27, 2005

Councilor Carroll and Mr. Parnell said they should not be listed as being present at this meeting.

***Councilor Needell MOVED to approve the July 27, 2005 Minutes as amended. The motion was SECONDED by Kevin Webb, and PASSED unanimously 5-0-2, with Councilor Carroll and Mr. Parnell abstaining because of their absence from the meeting.***

#### **IV. Report of the Planner**

1. Mr. Campbell said the Town Council did not hold the public hearings and deliberation on the proposed changes to the Zoning Ordinance at its meeting on Monday. He said the meeting had been continued to Thursday, September 15, 2005, and encouraged Board members to attend the meeting, as well as the Council meeting on Monday, September 19<sup>th</sup>. He noted that he and consultant Mark Eyerman would not be able to attend the meeting on Thursday.
2. Mr. Campbell informed the Board that he would be attending the annual Northern New England Planners Association Conference on September 15-16 in Bar Harbor.
3. Mr. Campbell said he was expecting to receive a formal application from Jack Farrell for the next phase of Spruce Wood, which involved an additional 92 units. He provided details on the documentation concerning this application.
4. Mr. Campbell said he had spoken to David Valez of Verizon, and said the company would be submitting an application for a cell facility to be placed at the New England Center.

Mr. Webb noted that Verizon also put a facility on Foss Farm. There was discussion on the additional capacity needed by Verizon.

Mr. Campbell said that Verizon did not want to go through what T-Mobile had to go through in its application for a cell tower in Durham.

Mr. Roberts asked why T-Mobile wasn't able to do what Verizon now would like to do. He noted that the Planning Board had asked T-Mobile if there were other possible cell facility locations, and said the Board deserved an answer concerning this.

5. Mr. Campbell said the next regularly scheduled meeting on Wednesday, September 28, 2005, would be a quarterly planning meeting,
6. Mr. Campbell said at his monthly meeting with University Planner Doug Bencks, they had discussed the Highland House RFP.

He said they also discussed the highway signs the Town had requested from NHDOT.

Mr. Campbell said there was discussion with Mr. Bencks about the Forest Park project, which was in the planning phase. He said construction was expected to begin on this project in May 2006.

He said the Housing Office was moving from Garrison Avenue to another location on campus.

Mr. Campbell said he discussed the Verizon application with Mr. Bencks, and noted Mr. Bencks had not been aware of this.

He said the State had approved funding for the University's capital projects for Demeritt, James, and Parsons Halls.

Councilor Needell asked if there were any comments from Mr. Bencks concerning the southern underpass, and Mr. Campbell said there were none.

Mr. Roberts asked if there was any chance of concessions concerning the Highland House, and provided details.

Chair Kelley said that perhaps Mr. Campbell could share the plat with Board members when it became available.

Chair Kelley said he would be attending the September 15th Town Council meeting, and he encouraged other Board members to also attend.

Town Administrator Todd Selig said regarding the cellular array by Verizon, that although there was no obligation to share revenues with the Town on a University building, it had been advocated that a clause be included to mandate a carrier to pay taxes on the infrastructure being installed. He said this was a positive development for the Town over time, and provided details.

7. Mr. Campbell said he had provided Board members with the Findings of Fact and Conditions of Approval for the Bragdon application. He noted the applicants had received the variances they had applied for relating to this application, and he suggested that the Board make a determination on the application that evening.

**V. Acceptance Consideration of an Application for Boundary Line Adjustment** submitted by Bruce & Irene Bragdon, Durham, New Hampshire, on behalf of the Irene B. Bragdon Living Rev Trust, Durham, New Hampshire and Cynthia A. Letourneau, Durham, New Hampshire to change the boundary line between two lots. The properties involved are shown on Tax Map 20, Lots 17-3 and 17-4, are

located at 5 & 7 Colony Cove Road respectively and are in the Residence C Zoning District.

Mr. Bragdon spoke before the Board. He explained that when his neighbors, the Letourneaus, bought their house it was discovered that his well was located on their property. He said the lot line adjustment was being requested so the well could become part of his property. He noted he had received a variance the night before concerning this.

Chair Kelley asked if Board members had any questions for Mr. Bragdon, and there were none.

***Arthur Grant MOVED to accept and approve an Application for a Boundary Line Adjustment submitted by Bruce & Irene Bragdon, Durham, New Hampshire, on behalf of the Irene B. Bragdon Living Rev Trust, Durham, New Hampshire and Cynthia A. Letourneau, Durham, New Hampshire to change the boundary line between two lots, along with the Findings of Fact and Conditions of Approval. Mr. Webb SECONDED the motion.***

Mr. Webb asked if the application was complete.

Mr. Campbell said that under Condition #3, concerning the stamping of the plan, there needed to be a signature block for the Planning Board Chair. He also said the name of Cynthia Letourneau on Map 20, Lot 17-3 should also be included since it was a boundary line adjustment for both lots.

Chair Kelley asked if this had been conveyed to the Bragdons, and Mr. Campbell said it had not. Chair Kelley said he would like to see the date of the revised plan to refer to the original date, and then to provide the revisions.

Mr. Webb asked if it was correct there was no lot line setback for the well, and Mr. Campbell said it was correct. There was additional discussion on this, and it was clarified that the well was 75 ft. away from the Letourneau's septic system, by state law. Mr. Webb said he would like to see the well shown on the site plan, and Mr. Campbell said he would see that this was done.

***The motion PASSED unanimously 7-0.***

Mr. Bragdon said Town staff had been very helpful regarding his application. He noted he had previously served on the Planning Board, and suggested that the minutes corrections could be done before the meeting, in order to save time at the meeting itself. Mr. Bragdon also suggested that Board members should try doing a mock subdivision, and also recommended that the Board go and look at subdivisions that were actually approved, and get input on what the Town thought of the way these subdivisions came out.

## **VI. CIP- Discussion on 2006-2015 CIP**

Mr. Beaudoin provided an introduction concerning the draft 2006-2015 Capital Improvement Plan, and noted that the plan included items requiring expenditures

of \$20,000 or more, and/or those projects having a significant impact on the community. He said the process of discussing the CIP with the Planning Board the previous year had provided the Town Administrator with a lot of insight, and as a result of this he had made changes to the CIP.

Mr. Beaudoin noted that dual proposals were put in the CIP concerning the Fire Department, in order to provide an inclusive approach, and said the priorities could be determined from there. He said that by agreement, equipment purchases weren't included in the CIP, and said the focus was more on operational issues -- those things that would have an overall impact on the community in the future, such as the proposed library and Beech Hill improvements.

Mr. Beaudoin next provided an overview on what was included in this very rough draft of the CIP.

Chair Kelley asked whether as the projected years got closer, the Town staff saw that the percentage increase in costs got closer to the 4-6% level, regardless of whether it started as a 1% increase.

Mr. Beaudoin provided details on this, noting that they tried to use the fund balance, and to schedule projects so there was a uniform increase over time.

Chair Kelley asked whether the projected increases for the most recent years had been on the mark.

Mr. Beaudoin said that for the most part, they were. He spoke about the key role of the fund balance concerning this, and said that was why he and Administrator Selig had worked to convince the Council of the importance of having a fund balance.

Councilor Needell said it was his understanding that this was a very early phase of the discussion on the CIP, and that the draft CIP was a working document, so the proposals in it had not actually been proposed yet.

Mr. Beaudoin agreed this was a very rough draft.

Mr. Grant suggested that the column that said "As of 9/9/05" should be dropped from the CIP. He said it was confusing, and meaningless.

Chair Kelley said the Board had questions regarding some of the Department submittals. He asked about the fire station upgrades, given that the Town was looking to replace the fire station a few years later.

Mr. Beaudoin said the CIP was meant to be all inclusive concerning the department's options in the future. He provided details on the upgrades needed to the Fire Department's facilities if it remained at the University's existing space.

Councilor Needell asked if the idea of a new fire station was being pushed out, with new agreement with the University, or was still possible.

Mr. Beaudoin said this was something that would have to be looked at. He said in

the proposed fire agreement, the Town was asking for a 10-year lease extension, and said if the Town decided to sever this agreement, it would have to give the University two years notice. But he said there was always the possibility the Town would say it wanted to build its own fire station in Town.

Mr. Grant asked if under Planning, the bulk of the \$604,000 for Main Street improvements would come from University funds.

Mr. Beaudoin said the University and the Town would each put up \$50,000, and said the rest would come from Federal grant money.

Mr. Grant asked why this item was listed under Planning, and Mr. Campbell explained that he had applied for the grant. Mr. Grant asked if Mr. Campbell had applied for the grant for Wagon Hill parking, and Mr. Campbell said the money for this would not come from a grant, and as currently stood, would come from tax revenue.

Chair Kelley asked if plans for the Beech Hill Road improvements were considered somewhat questionable.

Mr. Campbell said the figure in the draft CIP came from the previous year, and involved an upgrade from a Class 6 to a Class 5 road, and installation of water and sewer. He said the improvements were proposed as part of an economic development effort, and noted that if the CIP showed the Town was moving forward concerning these improvements, it could be easier to attract business there.

He noted that as a result of the Zoning rewrite process, and reaction by neighbors in the Beech Hill Road area to a letter sent out by the Economic Development Committee, everything north of Beech Hill Road was re-zoned as Rural, while the land to the south of the road would remain as part of the ORLI (Office research/light industrial) zone. He noted he had talked with Town Engineer Bob Levesque about updating the figures in the CIP to reflect extending the road from Technology Drive to the back of Goss, and not running sewer and water up Beech Hill Road, but keeping it in the general location of Goss.

Mr. Webb suggested the title "Beech Hill Road improvements" should be changed to "ORLI improvements", and there was discussion about this.

Chair Kelley noted a figure in the CIP, and asked if this was the parcel of land near Route 4 that NHDOT had said was surplus, and also whether the Town heard back from NHDOT concerning this property.

Administrator Selig said the Town had not heard back on this, and said this figure was included in the CIP as a contingency.

Chair Kelley noted he had discussed the northwest/southeast transportation linkage with Mr. Campbell. He said he would like nothing more than for the Town to receive a lot for this \$100,000, but said given what funds were available, that would be difficult. He said given the complexity of this issue, the Town

might find it needed to hire a consultant just to develop an RFP.

Mr. Roberts said he had written to Administrator Selig asking that this be in the CIP.

Administrator Selig said the Town had not made headway regarding this. He noted the Planning Board would be talking about this issue on September 28 and said Town staff was tracking that process.

Chair Kelley said the Board would discuss this issue in more detail on September 28.

Concerning the Main Street improvements, Chair Kelley asked if that was the last phase of the project.

Mr. Campbell said yes, and provided details on what work the last phase included.

In answer to a question from Chair Kelley, Mr. Campbell said if the Loop Road was extended, something would have to happen at the intersection with Main Street. He noted that turning left onto Main Street was presently considered to be a level of service of F, and he said if another leg was added, a four-way stop, a traffic light, or perhaps a rotary would be needed in the future.

Mr. Roberts asked if the Main Street improvements, from the railroad to Route 4, would impede traffic down Main Street for the existing community. He said the UNH plan did impede traffic, and said he wanted to be sure the Town was not a party to anything that did that.

Chair Kelley asked whether if the fire agreement with the University went forward, the Town Fire Department would stay where it was unless it decided to move out on its own. Mr. Beaudoin provided details on this.

Councilor Carroll noted that when Doug Bencks spoke to the Board about the Campus Master Plan, the plan was to close off College Road as part of an effort to develop more of a walking campus.

Councilor Needell said he believed Mr. Bencks had stated that this would not happen as long as the Fire Department was located in that area.

Administrator Selig said the University did not presently have the money to do what it wanted with that part of campus. He provided details on the currently proposed fire agreement. He noted that when Durham previously took over the facility, it did renovations to it, which was the reason the Town did not have to pay rent for using the facility until 2009. He said at that time, the improvements would become the property of the University, and the Town would then have to pay approximately \$100,000 per year in rent.

Councilor Needell said since there was a jointly funded Fire Department, the decision to move was not necessarily unilateral on either side. He asked whether, if the Town decided to move to a new location, the shared arrangement would continue, and therefore decisions about the new location/facility would also be

shared.

Administrator Selig said the obligation to pay 50% would extend to the new facility as well, and he provided details about this.

Mr. Grant said that regarding athletic fields, he supported more fields, but said the \$300,000 for this in the draft CIP was a lot of money. He also asked if the Town really wanted to build these fields in Lee. He asked whether the Town would get taxed for this, and said he thought a better location could be found.

Councilor Needell asked if it would be possible to use some of the dredging materials for this.

Administrator Selig said Mr. Grant's point was a good one, and said it also needed to be considered how athletic fields ranked with other issues the Town faced. He said these were the kinds of questions Planning Board assistance was really needed for. He said there was a lot of thrust behind the CIP document that he sent on to the Council, and said in the end, he was only one person. He said he valued the Planning Board's guidance, in looking at long term planning issues.

Administrator Selig said in terms of the Fire Department, if the Board felt it made sense to have a Fire Department downtown, one that was conducive to Durham's identity, this would be good to hear. He said he heard this a lot at the Fire Department itself, and said the question was whether this was something that was important to the Town.

He noted another proposal in the draft CIP, an addition to the Town Hall building, and provided details on the need for this. He said a question for the Board to consider was whether it made sense to put the addition there, or whether instead a new facility was needed. He said that in 2001, he had brought the Board a CIP document he had wrestled with, and was trying to sell. He said they were all in a different place now, and he and Mr. Beaudoin were saying - here were the submittals, and wanted to know what the Board thought about them.

Mr. Robert said he said he would have preferred not to see the \$100,000 figure in the CIP for the northern connector transportation linkage, and would have like to see a smaller figure for a request for proposal to get more information on the issue.

Administrator Selig said this was not something that he had ignored, but said the Town had had some other priorities. He provided details on this.

Chair Kelley said the Board would be able to provide more input on the CIP, particularly for planning related projects, after its September 28, 2005, quarterly planning meeting.

Chair Kelley noted the proposed cost of an 18,000 sf Fire department structure, and said from his professional experience, it seemed too low. There was detailed discussion about this.



Chair Kelley asked if a site had been chosen for a possible future fire department building, one that would be located in a prominent position, and would make the Town proud.

Mr. Webb noted some possible properties for the location of a new fire station were listed in the CIP, and asked for details on this.

Mr. Beaudoin said realistically it could be an eminent domain issue because the properties were significant revenue producers.

Chair Kelley asked if the \$2.4 million included the purchase of the land and the construction of the building. There was discussion about this.

Administrator Selig said the Fire Department considered the amount of time needed to respond to events, and then looked at areas that might work. He said these were some ideas, and noted there were no plans to use eminent domain to acquire property.

Mr. Grant noted Mr. Isaak suggested it would cost \$200 per square foot for a fire station. He also asked what the Master Plan suggested as sites for the Fire Department. There was discussion about this.

Mr. Webb said although it would be a nice idea to have the Fire Department near the Town core, but said unfortunately, the University was the core of the Town. He said Arthur Grant Circle would be a great place for a Town facility, including facilities for the Fire Department, noting this use would not generate that much traffic, and also pointing out that the property was more restricted than ever for other uses because of the proposed changes to the Zoning Ordinance. He said Town recreational facilities could also be located there.

Councilor Needell said the University Master Plan had suggested the Garrison Ave. site. could be used.

Chair Kelley asked if there had been any dialogue with the University about this, and about the general idea that it could provide property for a new Fire Department facility.

Administrator Selig said there was discussion about this during the University's master planning process, and said the Garrison Ave. location had been identified. He said other ideas for sites were discussed, but said the Fire Department was concerned about response times.

Chair Kelley said perhaps the southern connector would assist the Fire Department in getting out there.

Administrator Selig said the track he had been following was for the Department to stay at its current location. He said this was the most economical location, and he noted again the plans to do limited upgrades there such as central air conditioning. He said Town staff was trying to keep costs down by making do with what the Town already had.

Mr. Campbell read the list in the Master Plan of potential sites for a new Fire Department facility.

Administrator Selig noted that Chair Kelley had asked about the accuracy of financial projections. He said they had been projecting a spike because of the land conservation bond, a new library, and a new fire station, but he said he thought the number with the most accuracy was the 5% inflator on the operational budget, noting this seemed to be the trend every year.

He said the fire agreement package with the University had some good and bad to it, and provided details on this. He noted that over the past year, the idea of consolidating the dispatch centers had been looked at. He said although it had been seen that this could save the Town \$100,000 a year, there were factors standing in the way of making this happen. He said the idea was still being evaluated, but said it would not happen, as he had hoped, this year.

Administrator Selig provided details about the fund balance. He noted the Town was trying to keep at least \$1-1.5 million in the fund as a buffer, and noted that that it allowed the Town to bond when it felt it could get the most advantageous rates. There was discussion about this, and about other funds available to the Town.

Administrator Selig said the Current Use penalty fund had \$400,000, which the Conservation Commission had the power to spend. He provided details about this.

Mr. Webb asked if this was the fund that was to be including as funding for the Packers Falls Bridge repairs.

Mr. Beaudoin said the funds for the penalty would have been transferred over to the Conservation Commission if the money wasn't encumbered for something else, but he said the funds this year were to go to the Packers Falls bridge repairs.

Chair Kelley asked about the \$100,000 land purchase account, and said his understanding was that this money was created and spent by an act of the Town Council.

Administrator Selig said this funding was included in the Budget each year, and said if it not used, the appropriation lapsed at the end of each year. He said it was put in the Budget so that if grant monies for conservation became available, the Town would have the money to work with immediately. He said the Council approved this as a line item. and said it was typically used to buy land or an easement. He said although Council action was required in order for the Town to acquire these things, the money did not need to be appropriated because it had already happened as part of the line item in the Budget.

There was additional discussion about this.

Mr. Grant said looking at the numbers in the capital budget, it was increasing dramatically. He noted the increase in debt service. He said to him that came from approving too many things. He noted the \$2.2 million in the CIP for a new library

when there wasn't even a site for it.

Administrator Selig this was simply what was requested, and not what he was supporting.

Mr. Grant said given what he had said about the increases in the Budget, he did not think the Board should choose any projects other than projects ranked #1.

There was discussion between the Board and Town staff concerning the present ranking of projects in the CIP

Mr. Grant said when the Board met on September 28th, it should talk about the priorities reflected in the present ranking.

Chair Kelley asked if it would be helpful if the Board ranked the projects listed in the CIP in terms of its priorities.

Mr. Beaudoin, said this absolutely would be helpful information.

There was discussion about the current athletic fields in Durham.

Administrator Selig noted that the School District was looking to find fields of its own, and said he would like them to forge ahead to get fields that could be supported by all three towns in the district. He said no one had presented him with an objective, rationale analysis as to why the Town itself needed new fields, and he provide details on this issue.

Mr. Grant said he was not certain as to the pressures for more athletic fields, but he said he had always felt there was a lack of play space for young children. He noted that as part of some subdivision development, land was set aside for this. There was discussion about properties in Town where the intent was to do this.

Chair Kelley said that concerning Code Enforcement in the CIP, he had noted that the Town Hall building was spoken about as being too small. He asked if the possibility had been explored of requiring developers to provide the Town with plans electronically, noting this would decrease the physical storage requirements.

Mr. Beaudoin provided details on the logistical and legal issues concerning this. He said the Town could require that working documents be provided in electronic form, but said there must be a copy of the final document on paper.

Chair Kelley said that in other words, the Town needed to keep a set of documents in addition to the County's set.

Mr. Beaudoin said yes, and said although it would be wonderful if the "as built" documentation could be stored digitally, the State was concerned about losing the ability to access these town documents if the technology changed. There was discussion about this.

Mr. Campbell noted that there were a lot of active files that had to be available when the public came in and requested access to them.

Chair Kelley said management of this data would be so much easier if it was done electronically.

Mr. Beaudoin noted there was discussion about this at NHLogin, an organization developed by the Local Government Center. He said all NH towns faced this issue, which concerned storage but also was concerned with providing the public with access to information. He noted that microfilm was something that could make both storage and access easier, but said unfortunately this technology was going away. He said the State said that because in a 100 years the PDF format might not be available, it wanted to keep records on microfilm.

Mr. Beaudoin said it was suggested to the State that if a town digitized its documents and the software changed, by agreement with the State it would upgrade the old files into a new format so documents could be accessed. He said the State did not like that idea, noting Towns might not have the money for this in future years. He said although he would like to see State law change on this issue, he did not see this happening any time soon.

Councilor Needell asked if the timing of the work to be done on the Wiswall Dam was tied to the fishway project.

Mr. Beaudoin said the Town needed to move forward with the work on the dam or risked having the State take it over, noting the State said it was a hazard. He said an engineering firm had been chosen, and said both the Wiswall Dam and the Oyster River Dam would be looked at, explaining that one could have an impact on the other. He said this might help with the overall issue of what had to be done with Wiswall in the future. He said hopefully, if something happened with the fishway and funding became available, it would be good to tie in the dam. But he said they were really two separate projects.

Mr. Beaudoin noted that presently under the Water Fund in the CIP, Wiswall was there as a source of water being used by the Town and the University. He provided details of the new water and wastewater agreement concerning this.

Administrator Selig said under Code Enforcement, the repairs to the Town Hall building had been pushed off in the past. He said the stairs were very much in need of repair, and said renovations to the planning office were needed because of the leaking roof there. He said providing additional space in the building would be nice to do, but said they were looking at the financial bottom line.

In answer to a question from Chair Kelley, Mr. Beaudoin said the Town was in the final phase of turning the landfill into a transfer station, and said removal of asbestos was the last thing that needed to be done.

In answer to a question from Chair Kelley concerning the Spruce hole aquifer study, Mr. Beaudoin said the Town had not yet come to terms on who would pay what for the study. He said this item was put in the CIP as a placeholder. He noted the University was looking at possible alternative sources of water.

Chair Kelley noted that the numbers in the CIP did not show the split in the costs

between the Town and the University. He asked whether if the water and wastewater agreement negotiations were resolved, the numbers would go down, to reflect the University share.

Mr. Beaudoin said no, but he said in the final CIP, each project to be done in a particular year would be presented with a breakdown of the various funding pieces for that project.

Concerning the sewer fund, Chair Kelley asked what the status was of negotiations with the University on this.

Mr. Beaudoin said if the agreement was approved, there would be no change, - the Town would still own the facility, and the University would pay its share of the costs based on usage. He provided additional details on this.

Councilor Grant said he did not see anything in the CIP about the Craig Supply/Depot St parking lot, the new clarifier for the wastewater treatment plant, or the Packers Falls bridge, and asked if the Board was to assume those things would not be added in later.

Mr. Beaudoin provided details on why each of these items did not have to be listed in the CIP.

Chair Kelley noted the \$3.3 million for 2008 in the wastewater fund was for Phase III, which he understood was highly dependent on whether EPA renewed the Town's permit.

Mr. Beaudoin said if things went well with the new clarifier, and the pH was also fixed, it was possible the \$3.3 million expenditure could be pushed back 3-4 years. He said by then there might be some movement concerning the regional discharge pipe. He said the \$3.3 million figure was kept in the CIP just in case.

There was additional detailed discussion about the expenses concerning the wastewater treatment plant in recent years, and the amount of improvement in water quality as a result of this.

Councilor Needell asked if the regional outfall tunnel ever became a reality, if the effluent from the wastewater treatment plant would simply be fed into it.

Mr. Beaudoin said yes, and said this tied in with the level of treatment required by Phase III.

Mr. Grant said he was disappointed that he did not see federal grants available for upgrades. He noted the Durham wastewater treatment plant had been a model, and with its critical impact on Great Bay, the Town should be able to get a grant to upgrade it.

Chair Kelley looked at the costs for sewer line upgrades in the CIP as compared to water line upgrades, and asked why the sewer upgrades cost more.

Mr. Beaudoin said he believed the infrastructure was much greater for sewer line

upgrades. He noted Public Works Director Mike Lynch had said some of the sewer pipes had fallen apart, and a lot of work was required to replace them.

Administrator Selig asked how the Planning Board wished to proceed in terms of providing input on the CIP. He said he had tried to get this to the Board earlier this year, and noted Mr. Beaudoin would be at the Board meeting on September 28th,

Chair Kelley said he would like the Board to spend more time looking at the number, and to develop its own priority list.

Mr. Roberts said if the Board/Board members provided recommended changes to the CIP, he would like to get feedback from Town staff on this. He said if there were recommendations from the Board that Administrator Selig did not agree with, he would like to have further discussion on this.

Chair Kelley suggested a process where the Board made recommendations on the CIP, Town staff responded, and then there would be further discussion. He asked if according to the time line there would be the opportunity to do this.

Mr. Beaudoin said if the Board provided proposed changes to the CIP by the Sept 28<sup>th</sup> Board meeting, Administrator Selig would be able to review these in October.

Administrator Selig said this was a dynamic process, noting he did this with the Town departments.

Mr. Roberts said there needed to be time to have this dialogue, and said he was not sure that the timeline that had been described would provide enough time for this.

Mr. Beaudoin said this process did not end with Administrator Selig's final draft of the CIP. He said the Council could be requested to review issues further.

Chair Kelley agreed that the Board/Board members could provide more input as the process proceeded.

Administrator Selig said Town staff would work hard to consider the Board's input and to respond. He said there would not be only one chance for the Board to provide input on the CIP.

In response to concerns expressed by Mr. Roberts about the process, Chair Kelley said he saw there was the opportunity for the Board to provide as much constructive input on the CIP as it wanted, between now and mid-late November. He said it appeared to be a matter of how much effort the Board wanted to put into this.

Councilor Needell noted the Board had very few meetings planned in the interim.

Chair Kelley said those Board members who felt inclined, and were really involved in the CIP process, would decide when Board meetings would occur.

Councilor Needell asked if one meeting was enough to complete the Board's work on the CIP, and there was discussion about this.

In answer to a question from Chair Kelley, Administrator Selig said there was no cost to the Town for School Board meetings aired on DCAT.

Administrator Selig said he was sensitive to Mr. Roberts' concerns. He said Town staff could come to additional Planning Board meetings in October if they were scheduled. He also suggested that the Board could look at the CIP as more of a long-term document, and could provide feedback on it over the course of the year. He said he and Mr. Beaudoin could perhaps come to a Board meeting in January or February to discuss particular issues, and could then continue this dialogue throughout the year. He said what was directing the timeline at present was the Town Charter, and he provided details on this, describing the linkage of the CIP with the yearly Budget process.

Administrator Selig noted that in many towns, the planning board was responsible for the CIP, and it then went to the Selectmen, which made decisions on it on their own.

Mr. Roberts said there were at least five issues that presently did not have definition, and said any money for them in the CIP was simply a placeholder. He said these were the things that needed deliberation, over time. He noted that the previous year, because of the Zoning Rewrite process, the Planning Board hadn't had time for this.

Chair Kelley said perhaps this dialogue could begin sooner in the year, using the CIP as a tool, and could continue throughout the year.

Chair Kelley thanked Administrator Selig and Mr. Beaudoin for coming to the meeting, and said he hoped it was as helpful for them as it had been for Board members.

Mr. Grant suggested that the deliberation on the Minutes should be postponed.

Mr. Campbell noted that as they continued to look through the CIP, they should keep in mind that some of the funding for some of these proposed projects would come from grant money. He said the more detailed pages in the CIP indicated this.

Mr. Parnell noted that the biggest expense in the CIP was the library, but no information on this had been provided.

Administrator Selig said the Library Board of Trustees had provided this figure. He said the Trustees had been given a detailed list of questions about the proposed project, but had not provided answers yet. He said the Trustees were presently focused on finding a site for the new library before providing this detail. He said he could not support this proposal in 2006 when it wasn't yet a concrete proposal, and said his gut instinct was that the Board of Trustees was not ready to move forward.

There was discussion about the likelihood that this project would probably be moved up in time on the CIP. Mr. Webb recommended that the proposal be removed completely from the CIP until there was more concrete information available on it.

**IX. Adjournment**

***Arthur Grant MOVED to adjourn the meeting, The motion was SECONDED by Richard Ozenich, and PASSED unanimously 7-0.***

Adjournment at 10:00 pm

---

W. Arthur Grant, Secretary