



**Capital Improvement Program Committee
Meeting Minutes
Tuesday, August 23, 2022
Lincoln Town Conference Room
148 Main Street**

Committee Members Present:

1. Paul Beaudin II, Planning Board Representative & Chair
2. Jack Daly, Selectmen's Representative
3. James Spanos, Budget Committee Representative
4. Carina Park, Town Manager (via Zoom)

Committee Members Excused: *None*

Staff Present: Planner Carole Bont, Finance Director Johnna Hart

Staff Excused: *None*

Department Heads or Committee Member Representative(s) Present: Police Chief Chad Morris

Department Heads of Committee Member Representative (s) Excused: DPW Nate Hadaway

Audience: Selectman Tamra Ham

I. CALL MEETING TO ORDER.

Chair Paul Beaudin called the meeting to order.

**II. AGENDA FOR TUESDAY AUGUST 9, 2022, 9:00 AM
POLICE DEPARTMENT FOLLOW UP**

A. IV. 1310-309 Police Department

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Project Number 21. Town Wide Dispatch Communications Improvements

Discussion re: Computer System Upgrade:

Request for FY 2022 year was \$75,000 and for future years the request is \$175,000
Chief Morris responds to questions previously given to him.

Discussion re: Simulcasting:

Chief Morris explains what simulcasting is for the CIPC. In general, simulcasting is the use of multiple towers in various locations to relay messages if the officers are in radio communication "dead spots". The radio transmissions from the officers go to all tower locations and the location with the clearest signal is used. The mobile radio in the police cars and the portable radios are used to make the transmissions. Currently, this simulcast system is not in place and there are

“dead spots” which will cause the transmissions to fail.

Police Chief Morris explains that due to the interference with the radio signals caused by the mountains, Lincoln has a long history of looking to improve communication. Recently, Grafton County and the Plymouth Communication Center have changed to simulcasting. He is unsure if Hanover and Lebanon are using simulcasting. Chair Beaudin asks if the Town of Lincoln can join the other existing simulcasting systems. Police Chief Morris is not sure if that is possible but he will reach out to all of the partners and do some research before moving forward.

A discussion regarding how much the cost would be for a simulcast system begins and the cost is estimated to be around eight hundred thousand dollars (\$800,000) from start to finish. The goal would be to use all existing resources available first, before investing in a simulcast system. Police Chief Morris feels that \$125,000 for this year would be a good starting point to set aside for the simulcast project. Currently, there is one hundred seventeen thousand (\$117,000) dollars set aside.

Police Chief Morris and the CIP all agree more research is necessary to ensure a cost-effective communication system which supports the needs of the community.

MOTION to put in \$150,000 for FY 2023 (CIPC Recommended for FY 2023)

Motion: Jack Daly Second: James Spanos

All in favor

Chair Beaudin notes the CIPC will recommend \$150,000 for FY 2023 and \$75,000 for FY 2024 through into FY 2028. Next year when they have more information, they will increase from there.

Transition from IMC to CSI:

Chair Beaudin asks about the information system moving from IMC to CSI. Police Chief Morris explains that CSI is a cloud-based system. They have been having weekly meetings with a target date of November 1, 2022 to go live. Grafton County and the NH State Police had done some work about when to allow the transition of existing records from IMC to CSI. This includes a training period prior to going live. A discussion starts regarding what money is currently available plus the increase, if it goes through next year, and how much is needed for completion of the conversion from IMC to CSI record system. It is possible that it will cost roughly \$50,000.

******At the 33 minute mark, during the discussion regarding how much to put in for Police too many people were talking and I was confused by all the numbers being tossed around.******

Police Chief Morris notes that if 2023's amount is approved, there will be about one hundred thousand (\$100,000) left over from 2022. Police owes \$168,000; currently has \$117,000.

Paul Beaudin asks if there are any grants available for simulcast systems. Carina Park will look into whether or not there are such grants available.

Broadband Discussion:

Carina Park is on the committee that is working on getting broadband into the north country and explains that high level designs have been delivered to 39 communities in Grafton County. There were all given a baseline, a map (of poles, pole licenses) and a design to build out their community if they choose to do so. In regards to the middle mile they are applying to the NTIA (Federal Agency that oversees broadband) which is Due on September 15, 2022 for 26 million dollars. The Middle Mile refers to the inter-state of high-speed internet. Things are moving forward but it is a slow-moving process.

III. TOWN MANAGER CARINA PARK

A. Solar Panels: Pg. 28

No update to given as they haven't heard back. May need to be deferred to next year. There could be some matching Federal funds coming but currently the panels are purchased by the NH Electric Coop. Paul Beaudin expresses his views on money for solar panels coming from the Federal Government and that the town should be ready to move on this project if and when the money comes available. CIPC discusses putting \$10,000 in the budget for solar panels.

MOTION to put \$10,000 into solar panels this year

Motion: **Paul Beaudin** **Second:** **Carina Park**
Three in favor **James Spanos opposed**
Motion passes

1. Project Number 59 for Solar Panels the CIPC records \$10,000 for 2023 and it will be ONGOING.

2. Project Number 92 Employee Separation

Carina Park clarifies that it doesn't matter how it is funded as it can be it's only warrant article with Undesignated Fund Balance or Taxation but either way there will need a place to track it. It is recorded as an Expandable Trust Fund.

Project Groups Re-evaluation for 2023

1. Town Administration \$25,000

2. Building and Property Maintenance \$101,000

- a. **Project Number 104 Pavilion.** Carina Park explains that here was contact with KOA and they were given information regarding the dimensions but they weren't given a price for the project. The estimate for a larger scale enclosed covered structure can vary in price range from \$12,000-\$100,000. Jack Daly expresses his thoughts on not putting up a permanent structure but looking into the possibility of erecting a tent structure for use by the camps during the summer. Tamra Ham responds and explains that after a tragedy in Lancaster, the insurance company will not allow a permanent tent for the summer season. This proposed pavilion is also going to be used during the winter months for ice skating. During the summer the pavilion will provide a safe place for children during inclement

weather, provide shade from the sun and allow for a place to eat lunch as the Kanc building can be very crowded. During the winter it will be used as a covered ice-skating rink. It will be located between the Kanc building and the baseball field.

Paul Beaudin would like to see a letter from the insurance company stating they will not cover a tent during the summer. He expresses that he doesn't feel the Kanc location is the best place for it and would like to see this pavilion by the River Front Park area and a tent at the Kanc. Jack Daly mentions this was the first time he was hearing about a skating rink. Tamra Ham explains that there was a time when there was a skating area but it wasn't ideal as repairs to the basketball court, which was used and flooded for skating, would be required yearly. The proposed pavilion would serve a dual purpose. The construction of the pavilion would be a wooden, covered structure open on all sides.

MOTION to change Project Number 104 Recreation Multi-Use Structure for 2023 down to \$10,000 instead of \$30,000.

Motion: Chair Beaudin Second: James Spanos

Three in favor Carina Park opposed

Motion passes (3-1)

\$30,000 to be left in for 2024 and 2025 which leaves a total of \$45,000 if approved.

- b. New Town Services Building (line 23):** Paul Beaudin would like to see this item for \$20,000 as a warrant article. Carina Park agrees it should be a warrant article but feels the most appropriate spot for it is in the Capital Reserve Fund vs. and Operating Budget so if it isn't used it doesn't turn into Undesignated Fund Balance. If the warrant doesn't pass the money is still need for expanding town building infrastructure. The CIPC have a discussion regarding the two differing opinions. The result from the discussion is that the \$20,000 will remain and there will not be a separate warrant article.

\$81,000 will now be in the Building and Property Maintenance Budget for 2023

- 3. Planning and Engineering total CIPC request for 2023 is \$35,000**
- 4. Police Department total CIPC request for 2023 is \$150,000**
- 5. Fire Department - Fire Truck and Equipment total CIPC request for 2023 is \$150,000**
- 6. Department of Public Works**
 - a. Water Rehabilitation total CIPC request for 2023 is \$166,000**
 - b. Sewer System Rehabilitation total CIPC request for 2023 is \$300,000**
 - c. Public Works Equipment total CIPC request for 2023 is \$22,000**
 - d. Roads and Streets Construction total CIPC request for 2023 is \$123,000**
 - e. Employee Separation total CIPC request for 2023 is \$10,000**
 - f. Solid Waste Facility Improvements total CIPC request for 2023 is \$10,000**
- 7. Parks and Recreation**
 - a. Kanc Equipment total CIPC request for 2023 is \$48,000**
 - b. Ski Slope total CIPC request for 2023 is \$35,000**

- c. Community Center total CIPC request for 2023 is \$40,000
- d. Library Technology total CIPC request for 2023 is \$2,000
- e. Library Building total CIPC request for 2023 is \$20,000
- f. Cemetery Maintenance total CIPC request for 2023 is \$5,000

Total Excluding Bond Service \$1,222,000

Total Including Bond Service \$1,529,492

**Target \$1,520,267, and discrepancy \$9,225 (this is the amount over the target amount)
7.6 Percent Higher than last year**

MOTION to entertain the totals Including Bond Service \$1,529,492 for CIPC appropriation for 2023

**Motion: Jack Daly Second: Carina Park
Three in favor Paul Beaudin Opposed
Motion passes (3-1)**

MOTION to approve the minutes of August 9, 2023

**Motion: Jack Daly Second: James Spanos
All in favor
Motion passes (4-0)**

IV. ADJOURNMENT:

MOTION to adjourn the meeting.

**Motion: Jack Daly Second: James Spanos
All in favor (3-0).**

Date: July 18, 2023

By: Paul Beaudin II
Paul Beaudin II, Chair

