

CANTERBURY TOWN BUILDING NEEDS  
COMMITTEE  
**Minutes of Meeting**  
**March 5, 2003**

**TIME & PLACE:**

Meeting March 5, 2003 at 7:00 p.m. at Sam Lake House.

**ATTENDANCE:**

Kent Ruesswick, Chairman

Beth Blair  
John Bouton – Library Committee  
Kevin Bragg – Historical District Commission  
Mike Capone – Selectmen representative  
Charlie Cook  
Bob Fife  
Ken Jordan  
Ginger LaPlante – Historical District Commission  
Cathy Menard (guest invited by Chairman)  
Billie Richert  
Jeremy Slayton  
Ted West

**MINUTES:**

The Chairman called the meeting to order at 7:00 p.m. Kent opened the meeting by distributing a copy of the letter he had written to the Concord Monitor editor. Several other committee members indicated they had written letters as well. Kent stated that there was the possibility of looking at the Boscawen police station that was being built by Cobb Hill. Building was recently renovated; floors were finished last week. Visit will take place this Saturday and Kent invited members to come. Letter to town is completed and Beth is to have it go out tomorrow. We are using Loudon's permit; no charge for mailing; five pages double sided. Beth is also working on newsletter that is not yet done. There will be two pages for that.

Kent asked about the overhead projector and Jeremy said he had not had a chance to do.

Ken asked what Kevin was to present. Kevin – read bar graph – we are in line. Trust what we have come up with.

Jeremy – Is this a realistic number? Someone asked if numbers are.

Ken – Cobb Hill must be competitive.

Jeremy – Need to show they were on budget.

Kevin – Agreed.

John asked what is relationship with Cobb Hill?

Kent – Architect and Cobb Hill will put out to bid; general contractor; 5% fee; 1 \_% t propose whole process.

Mike – There are a lot of people who want to know we've done our homework. A detail in-depth analysis based upon reality.

Kevin – Identify Cobb Hill out of 3 construction general contractors.

Jeremy – Need to say we interviewed several companies.

Beth asked if we could be there Tuesday.

Kent – Wayne Mann said we can be there Tuesday; can have posters, handouts, etc. Will be in Sunday paper as well.

Beth – To go out bulk mail Friday to get on Saturday.

John – Say “see you at both sessions”.

Kent asked who would help on Tuesday.

Mike – can be there maybe but not near polls; 150-200 people voting that day.

Beth – do you need copies?

Kent – questions and answers handout.

John asked for clarification on documents going out in direct mailing.

Beth expressed concern about number of pages. She has 8 pages and pictures plus tax information (from Cathy).

Cathy – presented tax impact handout – estimated bond payments for capital improvements. She had gotten numbers from Mike.

Mike – discussion of how much to include; i.e. over \$1m in interest; 20-year bond. Leave off top of page but include bottom portion; we do give thought to leveling capital projects.

Jeremy – what if we had two significant projects?

Mike – how much are we saving – need to ask Cobb Hill. Is it \$10,000; \$100,000? Hit too much people might be turned off.

Billie distributed copies of Construction Costs Per Square Foot Comparison overhead for the police department comparing projected costs for Canterbury and historical costs for the towns of Hudson and Hopkinton. This overhead reflected Canterbury projected square foot costs to fall between the costs for these two towns in today's dollars. The Chairman also distributed the detail excel spreadsheet supporting this overhead reflecting similar comparisons for the fire department and

library. The committee discussed the importance of having performed due diligence in comparing square foot construction costs but decided not to distribute or display this detail or overhead during town meeting.

Beth – they don't want a big chart with numbers.

Jeremy – need to have information available.

Beth – I agree.

Kevin – Maybe Mike you are right; ask Cobb Hill about five individual projects.

Mike – discuss interest impact of not doing all now.

Kevin – in some people's minds, building doesn't have to move; interest rates still an issue.

Charlie – Kent did you ask Steve (Cobb Hill)?

Kent – will see him tomorrow.

Mike – in long-term, can cost less. Ginger had mentioned putting money in reserve – same tax impact for this.

Kevin – would be compelling if put in overhead.

John – have more authority – has legitimacy – seeing in black and white.

Ken – How do we do that?

Kent – so is that what we should prepare?

Mike – If this question is raised a lot of different directions to go; increase property valuations; cheaper \$ 20 years than today; reserve funds on tax rates not the way to go; have use of building; all hypothetical.

Cathy – any way to incorporate bottom portion of handout (I prepared)?

Beth – Mike – Question 7 – add length of bond; example \$2.25 for bond or as slide?

Kent – reviewed town meeting presentation; have police department; library, fire department to speak at end of presentation and have selectmen finish.

Bob – conflict for Jeremy to speak about fire department.

Jeremy – I'm not speaking for fire department.

John – I spoke to Claudia last night; she is totally comfortable.

Kent – I think this is a great idea.

Ken – Each should add element; say how impressed they are with us to satisfy their needs. We listened. We thought of ‘what ifs’. If this comes back eloquently that it will take care of this department, then it helps to say take it on faith. Important town understands we’ve worked over two years with departments.

John – more realistic – we have put our faith in you – we are asking voters the same

Jeremy – I think departments’ trust us based upon what we’ve done to support this

Mike – enforces the numbers and comfort level they have.

Kevin – Should we go one step further – what happens if project is approved – not just turned over to Cobb Hill.

John – we are absent a floor plan – we don’t have nuts and bolts. Our (library committee) argument is faith in the committee.

Beth – but you will be involved in project. Cobb Hill and Eric are not designing it – you are designing it.

Ken – This is true – after bond issue – we are advisory committee – departments decide.

Mike – could spiral out of control. Can’t lose control of budget.

Beth – no.

Cathy – Don’t convince on ‘faith’. It’s more persuasive and makes sense.

Mike – one quick question – are we ok with recycling center? Is Heidi ok?

Kent – I’ve spoken with her. She’s not left out. They are in limbo until capping plan. They have money and space for dump.

Mike – I don’t want someone to stand up and say they were left out.

Kent – She’s talking of hiring someone to come up and look at dump.

Bob – How much time on warrant article?

Kent – I told Wayne – short as possible.

Ken – Is my part ok what I sent you?

Kent – I didn’t receive it – I’m being spammed.

Discussion of presentation ensued.

Kent – I’ll call Wayne to tell them we will have department heads in presentation.

Beth – “Faith” reduce emphasis in documents.

John – Tie it to your homework.

Beth – we trust you have asked questions and we have given you the answers.

John – the last paragraph in letter?

Mike – Cathy's point – plan makes sense almost like why not an alternative. Best plan because we have looked at alternatives.

Kevin is giving financial information during presentation. What are 5 questions people will have? Finance questions have not been asked. What should we anticipate?

Mike – I can answer some questions. But hypothetical? Over last 4 years we have on average been under budget. Town portion of tax rate has been controlled; to continue managing town in a fiscally responsible manner.

Jeremy – Kevin proponent for doing now – interest rates are low.

Kevin- piece meal – building three years apart – interest rates have gone up. You need concept not actual numbers.

Cathy – Trend in interest rates.

Kevin – where do you want to be on this line?

Jeremy – How much less building would we get if interest rates go up?

Mike - \$2.5 @ 3.75% - 1<sup>st</sup> year \$2.18; @4.75% - 2<sup>nd</sup> year \$2.25. Control your costs for next 20 years if done now. If we wait, no control. We know we need to do something to each building. Low rates and good comprehensive plan.

Cathy – Do you think we need to tell folks total for bond interest.

Mike – No unless asked. Use the example \$1.00 a day.

Kevin – Can we get historical high rates to show this? All at once or one room at a time issue.

Mike – I can call Bond Bank to find out what interest rates could be if we are in a cycle.

Cathy – Do you want me to get?

Mike – Sure, they should talk to you.

Ken – one more meeting?

Kent – yes.

Ken – Pull list from list/points and condense. Have ammunition on side.

Mike – Can I ask what did Hughie say?

Kent – Each department has too much equipment; fixed income is an issue.

Kevin – We are arguing about how to do it.

Mike – No answer for fixed income. We came up with most effective solution.

Kent – Beth, do you have everything?

Beth – John has written letter with corrections; Questions and Answers handout; revisions to Question 7; 20 year bond \$2.5 million; property assessed at \$150,000 would increase \$338 in 2004; pictures from Eric; looks like 6 pages in total.

Kent – include graph at bottom of Cathy's handout.

Cathy – I will email to Beth.

John – Do you have letterhead?

Beth – No.

Ted – Are we going to get different maps for town center for Tuesday?

Kent – Jeremy trying to get projector.

Ted – Someone said needs map to show municipal complex in relation to town center.

Jeremy – I can do street maps.

Beth – we don't need question 1.

Kent – Meet next Wednesday.

Kevin – What about Town meeting?

Kent – figure out next week. Boards need to be on walls; get there about 6 or 6:30 Everyone up front. Wayne suggested having a couple of people with mikes. I will send out email about Boscawen for Saturday.

Bob – We didn't discuss construction – can be changed on contract – locals – volunteers to do some work.

Kevin – Both should be brought up.

Jeremy – We haven't discussed – schedule hang-ups possible from using volunteers.

Kevin – This is the high point.

Kent – We will accept volunteers' work where we can.

Beth – But this won't reduce bond amount.

Mike – right. I would assume any excess funds from any volunteer effort would go back to general fund.

Meeting next Wednesday, March 12, 2003 at Sam Lake Building.

The Chairman adjourned the meeting at 8:40 p.m.

**NEXT MEETING:**

7:00 p.m., Wednesday, March 12, 2003 at Sam Lake Building.