

**TOWN OF RYE SELECT BOARD
MEETING**

**Thursday, November 9, 2023, 8:30 a.m.
Rye Town Hall & Via Zoom**

Select Board Present: *Chair Tom King, Vice-Chair Bill Epperson, and Selectman Bob McGrath*

Others Present on behalf of the Town: *Town Administrator Matt Scruton, Asst. Town Administrator/Finance Director Becky Bergeron, Police Chief Kevin Walsh, Deputy Police Chief Scott Blaisdell, Recreation Director Dyana Martin, DPW Director Jason Rucker and Town Building & Grounds Workman Joshua Blaisdell*

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair King called the meeting/budget work session to order at 8:30 a.m. and led the Pledge of Allegiance.

II. BUDGET WORK SESSION

A. Capital Outlay

Public Safety

Police Chief Kevin Walsh met with the Select Board to review the 2024 Capital Outlay request for the Public Safety Building.

Public Safety Building Camera System \$90,000

The Public Safety Building has a camera system for the outside and interior of the building. The cameras on the interior are specifically for the sally port, booking room, and interview room. The booking and interview rooms have the capability for audio and video recording. The current camera system was installed in 2006 and was upgraded in 2015. In 2020, the current system had a malfunction with the audio recording. The system is archaic and needs to be upgraded, as the software is obsolete. With the new system being considered, not all cameras will necessarily need to be replaced. The cameras slated to be replaced are the sally port, booking room and interview room. The outside cameras meet the standards and may not have to be replaced, which will be determined at the time of the upgrade. Most of the cost for replacement will be for the audio and video recording system with the software.

There was discussion about the possibility of linking all town building cameras and integrating them into one system. There was also discussion about the requirements for system storage and

backup for audio/video. The Select Board agreed that they would like to have an estimate from vendors for a townwide system that would be done in phases over the next few years, starting with the Public Safety Building.

Motion by Bill Epperson to recommend \$90,000 for security cameras for the Public Safety Building. Seconded by Tom King. Vote: 3-0

Recreation Department

Recreation Director Dyana Martin and Recreation Commission Chair Cory Belden met with the Select Board to review the 2024 Capital Outlay request for the Recreation Department.

Recreation Engineering & Design **\$75,000**

Cory Belden explained that the capital proposal is for the engineering and architectural design for the recreation area. Per the Recreation Master Plan, the proposal is to create new functional space for offices and bathrooms, which will be near the storage building that was built a few years ago. The intent is to get the building design in 2024 and a cost estimate to work towards funding in 2025 for construction. The first step in the Master Plan is to move the offices and create a better flow for access at the recreation area, so the other items in the plan that were requested by the community can be implemented. Some of the key items requested by the community were bathroom facilities, parking, pickleball, and softball. The Recreation Master Plan is a ten-year plan with changes being implemented in stages. The office space is a necessity and needs to be addressed first. The proposed capital expenditure of \$75,000 is to fund the architectural engineering services to do the design and site layout for the building offices, and bathroom facilities.

The Select Board expressed concerns on spending funds for engineering design for a project that may not move forward. The Board agreed that this piece should be part of a project that's completely approved. They also expressed concerns about this project not being part of the Town's Capital Improvement Plan up to this point.

Finance Director Bergeron suggested that the Recreation Commission give a presentation on the Recreation Master Plan to the Select Board at an upcoming meeting. She also suggested that the Recreation Commission hold listening sessions with the public to start discussions about the ten-year plan and how it will be phased into the community. Another presentation can be given at the Deliberative Session to give the residents information on this proposal.

There was some discussion about other ways to fund this proposal besides the general fund; such as, through a warrant article. There was also discussion about the Town funding new modular trailers, or addressing the immediate needs in some fashion, in order to provide appropriate office space and bathroom facilities, which could be done while waiting for the planning and construction of a new building. After discussion, it was agreed to have the Recreation Department give a presentation on the Recreation Master Plan. The Select Board will visit the site, on their own time, before the presentation at the Select Board Meeting on the November 27th.

Public Works Department

DPW Director Jason Rucker and Buildings & Grounds Workman Joshua Blaisdell met with the Select Board to review the 2024 Capital Outlay requests for the Public Works Department.

DPW Site Fence

The capital outlay proposal is to remove and replace the older fencing along Grove Road at the Public Works site. The other sections of the fence have been replaced over time; the section facing Washington Road was replaced in 2010, the east side fencing was replaced in 2011, and the fencing for the salt shed facility was installed in 2021. Last year, the Building and Grounds Workman received three quotes for fence repair and installation. Approximately five hundred and twenty feet of chain link fencing is proposed to be replaced with untreated wood fence panels secured by galvanized posts in concrete. The fence panels will sit above the ground and will weather to a grey tone, which will match the look of the existing fencing around the site.

There was discussion about whether wooden fencing would provide the appropriate amount of security for the DPW site. Joshua Blaisdell agreed to research other options for fencing and bring the information back to the Select Board.

Pavement Condition Evaluator **\$25,000**

The capital expenditure being proposed will provide the DPW with a pavement condition index for the roads in Rye, which has been done in the Town in the past. In recent years, the Town's paving condition has increased from a D+ to a C-. It's anticipated that there will be an increase in the CPI with the next scan because of the increase in the paving budget and the amount of paving that has been completed over the past couple of years. Built into the proposal are funds for additional programming, so the condition index can be reevaluated after the 2024 paving season.

Director Rucker explained to the Select Board how the data is used in scheduling and budgeting for paving on a yearly basis.

Motion by Bill Epperson to recommend \$25,000 for the Public Works Department for pavement condition evaluation. Seconded by Bob McGrath. Vote: 3-0

Perkins Rd Traffic & Pedestrian Safety Improvements **\$5,500**

Up to this point, the DPW has not asked for funding for this project. Currently, the concrete sidewalk and granite curbing has been installed in partnership with the NH Department of Transportation in a cost sharing effort for this project. DPW is now asking for capital outlay funding to help with the completion of the project. The capital expenditure will encompass the painting of the crosswalks and pedestrian walkways. There is also a component of the project that will remove a significant amount of asphalt from the northern side of Perkins Road, to reduce the speed of traffic turning onto the road from Ocean Boulevard. The capital expenditure will cover the removal and disposal of the asphalt, as this is not something that can be disposed of at the Transfer Station. There are also funds for the addition of pedestal pedestrian crossing signs that are at the intersection of Perkins and Route 1A (Ocean Blvd).

Motion by Bob McGrath to recommend \$5,500 to the Public Works Department for the Perkins Road/Route 1A traffic and safety improvements. Seconded by Bill Epperson. Vote: 3-0

MS-4 Assistance **\$40,000**

The capital expenditure request is for MS-4 assistance to continue with the EPA unfunded mandates for town reporting. The Town currently works with Wright-Pierce Engineering to cover tasks required as part of the MS-4 reporting; which includes, the development of an outfall priority ranking system and vulnerability factor study, and a municipal property retrofit for best management practices for stormwater management. It also includes updates to the stormwater management program, as well as the stormwater pollution prevention program, as required by the MS-4 program.

Director Rucker proposed the development of a capital reserve fund for MS-4. In the next few years, the unfunded mandates could include such capital purchases as; best management practices for stormwater, drainage infiltration systems, raingardens, salt reduction plans to incorporate the use of liquid brine or pretreated salt for road salt application.

After discussion, it was agreed that a capital reserve fund should be started for the MS-4 requirements.

Motion by Tom King to recommend \$40,000 for the Public Works Department for MS-4 assistance. Seconded by Bill Epperson. Vote: 3-0

Seawall at Sawyer's Beach **\$7,000**

The seawall at Sawyer's Beach is the only revetment along the Atlantic Ocean and Route 1A that is the responsibility of the Town of Rye. During a storm last year, the revetment failed, which is not an unusual occurrence for that revetment, and repairs need to be done. Currently, the Town is in its last year of a ten-year permit to allow heavy equipment onto the beach to fix and repair the revetment as needed. This is done by a permit by notification through NH DES. The capital expenditure being requested will cover the costs of an engineering firm to make sure the permitting is complete and in compliance with DES in order to obtain the wetlands permit to continue the maintenance and repairs of the seawall.

Motion by Bob McGrath to recommend \$7,000 for Public Works for the Sawyer's Beach seawall repair NH DES permitting process. Seconded by Bill Epperson. Vote: 3-0

Hotbox **\$50,000**

The capital expenditure is for the purchase of a hotbox, which is a heated trailer to hold asphalt to make permanent repairs to the roads, instead of using the costly cold patch as a temporary fix to road repair, which the Town uses currently. The purchase of a hotbox would allow the DPW to make permanent repairs and the cold patch would not be used as extensively. This would ultimately provide a permanent repair, as well as a cost savings. DPW has looked into a few options and the request of \$50,000 will purchase a hotbox that will meet the needs of the Town.

Cold patch will still be used for patching potholes during the winter months when the asphalt plants are not open. The DPW is proposing the purchase of a hotbox that has been used as a demonstration model through a local provider who can provide the Town with service and repair parts. The Town would be receiving a \$75,000 to \$85,000 reclaimer hotbox for approximately \$50,000.

The Select Board agreed that this purchase goes along with the initiative to expedite the road improvements.

Motion by Tom King to recommend \$50,000 for the Public Works Department for a hotbox trailer. Seconded by Bill Epperson. Vote: 3-0

Town Building & Administration

Finance Director Becky Bergon and Administrator Matt Scruton presented the 2024 Capital Outlay requests for town buildings and administration.

Computer Infrastructure **\$35,280**

The Town has moved from a five-year desktop and laptop computer replacement program to a three-year replacement, as equipment is becoming obsolete earlier than scheduled. In all cases where possible, the Town is getting away from traditional desktops and moving towards laptops to cover the possibility of working remotely, if needed in the future. Included in the expenditure is the migration of the Trust Fund computer to a more secure platform. There are also funds proposed to increase the storage capabilities with a new server, along with data backup software. The proposal covers the replacement of ten units, along with monitors.

Motion by Bill Epperson to recommend \$35,280 for the upgrade of townwide computers, servers, and backup equipment. Seconded by Bob McGrath. Vote: 3-0

III. OTHER BUSINESS

There was discussion about the Town Hall Annex building and the punch list that was drafted by the Historic District Commission for exterior items that still need to be addressed at the site; such as, shutters, lighting and signs that do not match other historical signs in the District in terms of materials and lettering. After discussion, Administrator Scruton agreed to review the list and give a response on each item on the best remedy to address the request. The update will be submitted back to the Select Board and HDC.

ADJOURNMENT

Motion by Tom King to adjourn at 11:10 a.m. Seconded by Bill Epperson. All in favor.

Respectfully Submitted, Dyana F Ledger