



## OFFICE OF THE TOWN CLERK/TAX COLLECTOR

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Office Hours: Monday 10:00am – 6:00pm, Tuesday 10:00am-4:00pm,  
Wednesday 7:00am-12:00pm, Thursday 10:00am-4:00pm  
& Friday CLOSED

### SELECTMEN'S MEETING MINUTES PUBLIC HEARINGS February 8, 2024

Chairman Pitt called the meeting to order at 7:02 pm at the Marlborough School. She announced that the meeting was being recorded and that informational flyers regarding the hearings were available at the table at the entrance to the gym (copies attached). She stated that we would be holding four public hearings to discuss items to be included on the Town Warrant, to be voted on at the 2024 Town Meeting being held on Tuesday, March 12, 2024, at the Marlborough School at 7:00pm.

Chairman Pitt stated that pursuant to NHRSA 33:8-a I, the Marlborough Board of Selectmen is required to hold at least one public hearing for any proposed municipal bond or note issue in excess of \$100,000. The notice of hearings was published in the Keene Sentinel and posted on the bulletin boards at the Town Hall and the Post Office on January 26, 2024.

Also present were Selectman Paight, Ellen Smith, Town Administrator and Kathy Chamberlain, Town Clerk taking the minutes. There were approximately 20 people in attendance.

#### PUBLIC HEARING #1 McKinley Circle Water Infrastructure Project

Chairman Pitt opened the hearing at 7:05 pm. Stating that this hearing was regarding a proposed bond in the amount of \$550,000 to fund the McKinley Circle Water Infrastructure Project. She stated that this bond will not have an impact on the town tax rate, instead will be paid for through water rates.

Chairman Pitt introduced Jon Ashley, Senior Vice President, Dubois & King (engineering firm) to explain the project.

Jon explained that the town developed an Asset Management Plan in 2017. The plan looked at all the pieces and parts of the water system, their ages, materials used, areas served and developed a list of the highest, lowest and medium risk pieces of infrastructure and ranks them so that towns can plan on what to do to maintain the system overtime. That plan identified this project as the 4<sup>th</sup> highest priority. In the years in between the town has already made the improvements that were recommended for the top 3 areas of highest risk. He explained that McKinley Circle is a loop that connects one of the town's major water lines to another. The existing line that serves that area is a 2" diameter galvanized water pipe built in the 1960's. He explained that some concerns with that are that lines of this type and age

would be prone to corrosion & leakage. This can lead to service interruptions, emergency repairs and decreasing water pressure. He explained that the zinc coating of the galvanized pipe may also contain lead. Jon stated that the proposed project was a little over ¼ mile of water main, connecting at both ends in the same vicinity as it is now. The 2" pipe would be replaced with 6" water line. There would be 13 connections made to it. Those connections would be replaced to the edge of the right-of-way. The town owns the water lines that are inside the right-of-way and the people who are connected to it own their own service line from the right-of-way to their homes. This project includes all replacement to the edge of the right-of-way and does not include the lines from the edge of the right-of-way to the homes. There would be one flushing hydrant in the middle of the project. The trenches that are dug to put in the water pipe would be patched with pavement. The entire road will not be re-paved. The estimated construction cost of the project is \$390,000. Related engineering, legal and administrative costs are \$72,300 for a total of \$463,000. In talking over with the town it was decided to propose a bond in the amount of \$550,000 to build in some contingencies for inflation on labor and material costs, etc. Jon explained the timeline of the project. He stated that the plans and documents have been drafted. If there is a successful bond vote in March, they will be finalized in April meaning the project can be bid this Spring with construction this year.

Chairman Pitt opened it up to questions at 7:13pm

- Marge Shepardson asked if the homeowners were being encouraged to replace the piping from the main to their homes, how much it would cost to do so, and have they been notified?  
Jon replied that typically during projects like this if the homeowner's express an interest in wanting to replace the piping on their property the individual homeowners could work out their own contract with the town's contractor on the project. It would be completely up to the homeowners. Notice has not been made yet. Notice won't be made until Bond is approved and project moves forward.
- Dave Aiken asked that if we were going from the main to the right-of-way and installing a curb stop and the curb stop is further than the distance from the right-of-way who pays for it? After discussion and looking at the maps Jon confirmed that all of the curb stops were being installed at the edge of the right-of-way.
- Dave asked what the distance was from the center line to the right-of-way. Jon answered 24 ¼ feet from the center line.  
Ellen stated that it was common practice that the town is responsible for the service up to the curb stop. Part of this project is to determine where the current curb stops are. If they are outside of the right-of-way they would be abandoned and a new one replaced within the right-of-way so that when we need access to the water we wouldn't have to access the homeowner's property.
- Dave also questioned why we were doing 13 new water services when there were only 11 residences on the map. Ellen responded that 1 is for the park and 1 is for the flushing hydrant that was already mentioned.
- Dave asked why the decision was made to go with 6" piping rather than 4". Jon replied that it essentially matches the other piping that it would be connected to and that if water had to be fed thorough that line, because another portion of the system was shut off, that loop could get you around a leak.

Chairman Pitt asked if there were any more questions and finding none closed Public Hearing #1 at 7:23 pm.

**PUBLIC HEARING #2**  
**Downtown Stormwater Infrastructure Project**

Chairman Pitt opened the hearing at 7:23 pm, stating that this hearing is to discuss Phase 2 of the Downtown Stormwater Infrastructure Project. She stated that this article will be requesting permission to borrow an additional \$125,000 from the Clean Water State Revolving Fund (CWSRF) which will be added to the \$100,000 request made at last year's town meeting. The full loan would be \$225,000 of which up to \$125,000 is forgivable.

Chairman Pitt reannounced Jon Ashley, Senior Vice President, Dubois & King (engineering firm) to explain Phase 2 of this project.

Jon opened up by explaining that this part of the project is not for construction but rather the planning and design. He showed everyone present, via a drawing, an existing granite and concrete drainage structure that was more than likely a stream that was boxed in to be able to develop closer to the stream. The proposed project is to ensure that we start mitigating some of the problems that this is creating that prevent it from handling the stormwater downtown appropriately. He pointed out areas that have been affected by this and the flooding issues that have been experienced, explaining that there has been some areas of collapse within the infrastructure, causing some sink holes and property damage, etc. He stated that the illustrations were from a survey that was completed last year. Jon explained that the study that has been completed so far and its recommendations include an upper bypass to divert the water coming off of the hill side directly into the Miniwawa by installing more inlets and a drain pipe. The part of the project that was advanced the furthest in the study was up to 30% design and that included the upper bypass and a small part on School Street. Part of this proposed bond includes bringing that part of the design up to a 100% design so that it will be ready to be bid out and constructed. The second recommendation is for a lower system Bypass that will include installing a new stormwater pipe down Knight Road & Ling Streets. This part of the project is currently only in the conceptual stage and this proposed bond would include bringing that up to 30% design.

Jon stated that the current estimates that were in the recent study were approximately \$1.01 million for the Upper Bypass and \$360,000 for the Lower Bypass. He explained that if there was a successful Bond vote in March then the loan application would be submitted to the NHDES (NH Department of Environment Services) requiring governor and council approval and then the study would be able to get under way in either June or July of this year. The final plans for the Upper System Bypass (with permit applications submitted) and 30% design for the Lower System Bypass would be completed in 2025. The Bond Vote for the Upper System Bypass construction would be presented to the town in March of 2026 and if successful would have construction taking place in the Summer of 2026.

The floor was open for questions at 7:37 pm

Eric & Teresa Horne questioned the timeline and expressed their frustration with it. Unfortunately, these projects are dependent on a certain process, funding, planning, permitting, bidding, constructions etc. and they take time. Andrew Cullen asked if we had reached out to FEMA or any other similar organizations. Ellen Smith confirmed that we are constantly pursuing funding with all the different

organizations and that right now our best option is the Clean Water State Revolving Fund (CWSRF) that has paid for 100% of the work that has been done so far.

Lucius Parshall asked if the project would have to go under Main St. to redirect to the Miniwawa. Ellen Smith confirmed that yes it would and that we have been working closely with and coordinating with the NH DOT on this.

Chairman Pitt asked if there were any more questions and finding none closed Public Hearing #2 at 7:50 pm.

### **PUBLIC HEARING #3 FROST FREE LIBRARY COMMUNITY CENTER ADDITION & RENOVATION PROJECT**

Chairman Pitt opened the hearing at 7:50 pm, stating that this hearing was to discuss the Frost Free Library Community Center Addition and Renovation Project. This article will be requesting permission to borrow \$915,000 from the Community Development Finance Authority, specifically the Community Center Investment Program Principal Forgiveness Loan of which up to 100% will be forgiven, resulting in no tax impact.

She stated that in November 2023, the town applied for funds to cover not only the balance of the funds necessary to build the addition but also to take care of all of the deferred maintenance items that have been put on the back burner due to the addition project. Awards are not scheduled to be announced until after Town Meeting. The purpose of this warrant article is to get permission to borrow should we be awarded this funding. Chairman Pitt then asked Ellen Smith to explain how the financing for this works.

Ellen Smith explained that over the years a group of private citizens have raised a tremendous amount of money to construct a 1,500 square foot addition to the Frost Free Library. Over these years the cost of the project has escalated and we have been trying to find ways to fill the funding gap between the amount of money raised in donations and the amount of money it actually costs to build the addition. While we were looking at this we also had our architect look into things that had been put on the back burner such as replacement windows, weatherization, siding replacement, getting the moisture under control, etc. In November 2023 we applied for a forgivable loan. The total cost of the project is approx. \$1.6 million. The funding we have available for construction is \$685,000 (in donations). There is additional money available if we don't get this loan, however if we do get the loan it would supplement the project by \$915,000. This will allow us to not utilize the Mary Lodge fund, which is a donated fund from many years ago that is to be used at the discretion of the Library Trustees. We would like to be able to save that money for projects down the road if possible. Also, the BOS has agreed to commit \$150,000 of our ARPA money to this project because there were additional costs associated with moving the location of this addition. If this loan is awarded to us it will be 100% forgiven so there will be no tax payer funds necessary to pay down the loan.

Chairman Pitt asked if there were any questions and finding none closed Public Hearing #3 at 7:56 pm.

## **PUBLIC HEARING #4 2024 ANNUAL TOWN BUDGET**

Chairman Pitt opened the hearing at 7:56 pm. She stated that this final public hearing is being held pursuant to NHRSA 33:8-a I, which requires the Marlborough Board of Selectman to hold at least one public hearing regarding the 2024 Annual Town Budget. Notice of this hearing was published in the Keene Sentinel and posted on the bulletin boards at the Town Office and Post Office on January 26, 2024.

She referred to the handout that everyone received, that is essentially a breakdown of the town budget, and turned it over to Ellen Smith, Town Administrator.

Ellen noted that every year there were items that affect the budget across the board. The largest one this year is that our Health Insurance Premiums increased 15.6%. This will be the major factor for most of the line items that are increased in this budget.

She explained that the town is required to gross budget which means that anything we spend needs to be appropriated in Town Meeting. Due to that, there were a couple items this year, listed on the budget, that have no impact to tax money. The first one was for the Police Department. The Police Department applied for and was awarded a 50/50 grant for the body & cruiser cameras. The town portion of the program was funded by a very generous donation by the Homestead Thrift Shop therefore there was no taxpayer money involved. There is an annual payment for 5 years, however, so that payment needs to be put into the budget every year in the amount of \$8,190 as well as an offsetting revenue to result in no tax payer impact. The other item is the Bridge Repair. The State of NH awarded municipalities additional bridge aid for the past two years. One of the projects that has been identified is repair work to the Jewett St Bridge. We have received quotes and the repairs are going to cost approx. \$15,000. This work is scheduled to take place this Spring/Summer. Again, the \$15,000 is in the budget to be raised, however there is offsetting revenue.

She stated a couple other noteworthy items:

- The Library Board of Trustees hired a Full Time Director in the Fall of 2023, Henry Barker. This comes with costs as he is a fully benefited employee. We are also now fully staffed in our Police Department with 3 Full Time Officers and 1 Part Time Officer and that comes, of course, with some increases as well. In addition to the 15.6% increase to the health insurance we have had a couple of employees come on that have had higher (family) plans than their predecessors, which had a large impact on the budget as well.
- The Recycling Center: we are in the 2<sup>nd</sup> year of a 2yr contract with Monadnock Disposal Services. The cost of transportation and hauling has increased significantly over the last few years as well and it is becoming increasingly difficult to find places to haul waste to, so the entire process is becoming more expensive. It's going to add approximately \$22,000 to the RTC Budget this year.
- The Legal line has also increased this year. The Police Department participates in the Regional Prosecutor program and the case load for the Regional Prosecutor has increased to the point of them having to bring on a second Prosecutor. Those costs are divided between the participating municipalities. That adds just shy of \$10,000 to the budget.
- Another significant increase is the need for welfare assistance. This is the first year in many that we have overspent the welfare budget. This is something that by law we have to pay, no matter the budget, if they are eligible for welfare.

Chairman Pitt asked if there were any questions at this time. Finding none, Hearing #4 continued.

Ellen then began to go through the Warrant Articles. She explained that this is typically where you would see big swings in increases & decreases.

- Last years' Warrant Article for the new Fire Truck of \$550,000 is going away, however it is being replaced with the \$550,000 Warrant Article for the McKinley Circle Project.
- Frost Free Library Addition & Renovation Project. This needs to be gross budgeted so you will see that we are budgeting for \$1,600,000, however down in the revenues you will see that zeroed out by the CDFR- Forgivable Loan of \$915,000 and donations totaling \$685,000.
- Several of the Capital Reserve Funds are being increased. The annual deposits to these accounts have been quite low for many years, so we are requesting:
  - \$10,000 increase in Fire Equipment Capital Reserve
  - \$ 5,000 increase in Highway Capital Reserve
  - \$15,000 increase in Road Maintenance Capital Reserve
  - \$10,000 increase in Municipal Facility Capital Reserve
- Non-Profit Organizations that provide services to the residents of Marlborough. There are two things that have impacts this year. 1) additional organizations have come forward looking for donations & 2) the need for these has skyrocketed. The number of meals, not only through our local food pantry but also the Community Kitchen and Meals on Wheels has increased. The Town Panty alone showed a 60% increase. We need to help offset some of these organization's costs that they are spending on our residents.
- Stormwater Infrastructure Planning that we discussed as part of Public Hearing #2
- Two Petition Warrant Articles were submitted this year:
  - Frost Free Library Meeting Space – to raise and appropriate \$295,000 so that in the event the CDFR funding is not awarded we would have enough money to build the addition. Ellen Smith asked if the Petitioner, Jeff Miller, would like to speak or present on this Petition Warrant Article. Jeff stated that this is just an insurance policy to make sure that if we don't receive the funding requested, we will have this money to make sure the addition gets built. He hopes we will receive the funding and not have to withdraw from this money, however there is a timing issue as the funds will not be awarded until after the Town Meeting. He stated that if the warrant article isn't passed and the funding requested isn't awarded, this project would not get done. There are federal grants, institutional donors, etc. that have stipulations attached to the funds previously raised that would be redacted. This Petition Warrant Article would increase the tax rate for one year in the amount of \$1.33/1,000 (ex: for a home assessed at \$250,000 the increase to their taxes for the year would be \$332.50).
  - Bell Tower Park – to raise and appropriate \$55,000. Ellen Smith asked Ted Mead if he would like to speak or present on this Petition Warrant Article. The Bell Tower is at the bottom of Terrace Street. There is no proper safety barrier between the park and the Miniwawa. What they would like to do is create a proper railing system and walkway along the river to make the river an actual part of the park. They would also like to create a parking area for approximately 6 vehicles. The estimated total cost of this

project is \$150,000. They have applied for a grant through the Parks and Recreation Rolling Water Conservation Fund that would pay for 50% of this project in the amount of \$75,000. The other 50% would be made up of a donation from the Homestead Thrift Store, that has already committed to a generous contribution of \$10,000, donations from the Garden Club and other private donors in the amount of \$11,000 and this warrant for a maximum of \$55,000.

Ellen Smith then recapped that the projected change in the Town Tax Rate based upon the Warrant Articles brought forth from the BOS is a .04 cent decrease, the Warrant Article for the Frost Free Library would increase the tax rate by \$1.33 and the Warrant Article for the Bell Tower Project would increase the tax rate by \$.25 with an overall increase to the Town Tax Rate of \$1.58 per \$1,000.

Chairman Pitt called Hearing #4 and the Meeting to a close at 8:43 pm.

Town of Marlborough  
Budget Hearing Handout  
February 8, 2024

Account Purpose	2023 Budget	2024 Budget	Increase (Decrease)
4130 Executive	144,039	175,413	31,374
4140 Election & Registration	99,434	108,235	8,801
4150 Financial Administration	23,941	26,118	2,177
4151 Town Clerk/Tax Collector	24,335	26,226	1,891
4152 Property Assessment	13,925	17,250	3,325
4153 Judicial & Legal	34,765	44,530	9,765
4191 Planning & Zoning	6,184	5,769	(415)
4194 General Government Building	115,550	119,650	4,100
4195 Cemeteries	22,727	22,727	-
4196 Insurance	39,730	45,915	6,185
4197 Advertising & Regional Assoc.	4,048	4,062	14
4210 Police Department	414,255	471,048	56,793
4215 Ambulance Service	31,000	34,468	3,468
4215-4 First Responder Program	7,000	7,000	-
4220 Fire Department	74,716	74,714	(2)
4240 Building Inspection	16,243	16,243	-
4290-1 Emergency Management	10	2,660	2,650
4290-4 Forest Fire	2,292	2,292	-
4299 SWNH Fire Mutual Aid Dispatch	27,244	28,000	756
4311 Highway Administration	265,812	277,864	12,052
4312 Highways & Streets	270,323	273,918	3,595
4313 Bridge Repair	50	15,000	14,950
4616 Street Lighting	7,200	6,900	(300)
4324 Solid Waste Disposal (RTC)	172,990	195,493	22,503
4414 Animal Control	325	325	-
4415 Health Agencies	3,037	3,037	-
4441 Welfare Administration	8,593	8,700	107
4442 Welfare-Direct Assistance	22,100	31,300	9,200
4520 Recreation Department	15,655	16,855	1,200
4550 Library	112,930	154,464	41,534
4583 Patriotic Purposes	1,500	3,500	2,000
4589 Heritage Commission	4,750	4,800	50
4611 Conservation Commission	1,930	1,930	-
4619 Energy Committee	1,000	1,000	-
<b>TOTAL BEFORE DEBT SERVICE</b>	<b>1,989,633</b>	<b>2,227,406</b>	<b>237,773</b>
4711 Principal - Long Term Notes	62,470	62,560	90
4721 Interest - Long Term Notes	26,610	24,781	(1,829)
4902 Lease - 2021 International Highway Dump/Plow	30,878	30,878	-
4902 Lease - 2023 International Highway Dump/Plow	36,223	36,223	-
<b>OPERATING BUDGET TOTALS INCLUDING DEBT</b>	<b>2,145,814</b>	<b>2,381,848</b>	<b>236,034</b>

Town of Marlborough  
Budget Hearing Handout  
February 8, 2024

<b>WARRANT ARTICLES</b>	<b>2023</b>	<b>2024</b>	<b>Increase (Decrease)</b>
Fire Truck	550,000	-	(550,000)
McKinley Circle		550,000	550,000
FFL Addition & Renovation Project	-	1,600,000	1,600,000
Fire Equipment Capital Reserve	10,000	20,000	10,000
Police Cruiser Capital Reserve	25,000	25,000	-
Highway Equipment Capital Reserve	20,000	25,000	5,000
Town Reassessment Capital Reserve	8,000	10,000	2,000
Road Maintenance Capital Reserve	10,000	25,000	15,000
Municipal Facility Capital Reserve	20,000	30,000	10,000
Community Kitchen	2,500	3,500	1,000
Monadnock Family Services	2,620	2,620	-
MCVP		500	500
CASA		500	500
Hundred Nights		1,250	1,250
CVTC		500	500
Home Health Care	5,000	7,500	2,500
Southwestern Community Services	4,621	4,625	4
Stormwater Infrastructure Planning	100,000	125,000	25,000
<b>PETITION - FFL Meeting Space</b>	-	295,000	295,000
<b>PETITION - Bell Tower Park</b>	-	55,000	55,000
<b>TOTAL WARRANT ARTICLES</b>	<b>757,741</b>	<b>2,780,995</b>	<b>2,023,254</b>

<b>TOTAL GENERAL FUND</b>	<b>2,903,555</b>	<b>5,162,843</b>	<b>2,259,288</b>
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Sewer Department	212,970	208,730	(4,240)
Water Department	220,179	315,643	95,464
<b>TOTAL WATER &amp; SEWER</b>	<b>433,149</b>	<b>524,373</b>	<b>91,224</b>

<b>TOTAL GROSS APPROPRIATIONS</b>	<b>3,336,704</b>	<b>5,687,216</b>	<b>2,350,512</b>
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<b>REVENUES</b>	<b>2023 Revenues</b>	<b>2024 Budgeted Revenues</b>	<b>Increase (Decrease)</b>
Sewer Department Revenue	212,970	208,730	(4,240)
Water Department Revenue	220,179	315,643	95,464
Non Property Tax Revenues	986,298	1,067,063	80,765
Fire Equipment Capital Reserve Fund	75,000		(75,000)
Income from Trust and Fiduciary Funds	72,700	8,600	(64,100)
Stormwater Infrastructure Planning	100,000	125,000	25,000
Proceeds From McKinley Circle Bond		550,000	550,000
FFL Donated Funds		685,000	685,000
CDFA - Forgivable Loan		915,000	915,000
Proceeds From Fire Truck Bond	400,000	-	(400,000)
Payments from CCI To Cover Bond Payments	71,137	70,086	(1,051)
<b>TOTAL REVENUES</b>	<b>2,138,284</b>	<b>3,945,122</b>	<b>1,806,838</b>

<b>TAX RATE CALCULATION SUMMARY</b>			
<b>TOTAL GROSS APPROPRIATIONS</b>	<b>3,336,704</b>	<b>5,687,216</b>	<b>2,350,512</b>
<b>LESS: TOTAL REVENUES</b>	<b>(2,138,284)</b>	<b>(3,945,122)</b>	<b>(1,806,838)</b>
Add: Estimated War Service Credits	45,300	45,300	-
Add: Estimated Overlay	207,272	5,000	(202,272)
<b>PROJECTED MUNICIPAL LOCAL TAX EFFORT</b>	<b>1,450,992</b>	<b>1,792,394</b>	<b>341,402</b>
<b>TAX RATE (2023 ACTUAL &amp; 2024 PROJECTED)</b>	<b>6.53</b>	<b>8.07</b>	<b>1.54</b>

<b>ELEMENTS OF THE TOWN TAX RATE INCREASE</b>			
PROJECTED TAX RATE DECREASE ON BOARD OF SELECTMEN'S WARRANT			(0.04)
PROJECTED TAX RATE INCREASE DUE TO FFL PETITION WARRANT ARTICLE			1.33
PROJECTED TAX RATE INCREASE DUE TO BELL TOWER WARRANT ARTICLE			0.25
<b>OVERALL PROJECTED INCREASE TO 2024 TOWN TAX RATE</b>			<b>1.54</b>

**THIS HANDOUT ONLY COVERS THE TOWN PORTION OF THE TAX RATE**



# Public Hearing Meeting for the Marlborough McKinley Circle Water Infrastructure Project

Public Hearing Meeting  
Thursday, February 8, 2024  
7pm @ the Marlborough School Gym  
41 Fitch Court

Town Bond Vote at the  
2024 Annual Town Meeting  
March 12, 2024 @ 7pm  
Polls open 1pm-9pm

On Tuesday, March 12, 2024, the voters of Marlborough will be asked to authorize the Board of Selectmen to issue bonds or notes to fund the construction costs related to improvements to the Town's water distribution system along McKinley Circle. This is to include approximately 0.27 miles of new water main, new service connections, the appurtenances necessary for this work, and costs related to engineering administration and field observations for this work.

In preparation of this Bond Vote, the Town is hosting a Public Hearing Meeting on February 8, 2023 to provide voters with information required to understand the need, scope, costs, and schedule of the proposed project.

This brochure serves as a Fact Sheet for this project and public hearing meeting.

# Project Fact Sheet for the Marlborough McKinley Circle Water Infrastructure Project Public Meeting Hearing February 8, 2024 @ 7pm

Through the development of the Town's 2017 Water System Asset Management Plan, the Town of Marlborough has identified deficiencies in the existing municipal water system. Since that time, the Town has completed improvements to the three highest risk parts of the water system. The fourth highest priority for the Town water system included infrastructure improvements identified for McKinley Circle.

Design plans have been developed for improvements to the existing water system at McKinley Circle. If the bond vote passes, the project will be bid and constructed in 2024.

If you have any questions please feel free to contact Ellen Smith, Town Administrator [esmith@marlboroughnh.org](mailto:esmith@marlboroughnh.org) or Jonathan Ashley, PE, Dubois & King, Inc., at [jashley@dubois-king.com](mailto:jashley@dubois-king.com)

Enclosed:  
Important information regarding the Marlborough McKinley Circle Water Infrastructure Project:  
Public Hearing Meeting for upcoming Town Bond Vote

Town of Marlborough  
P.O. Box 487  
236 Main Street  
Marlborough, NH 03455

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**Project Fact Sheet for the  
Marlborough Downtown  
Stormwater Infrastructure Project  
Public Meeting Hearing  
February 8, 2024 @ 7pm**

Through the development of the Town's 2020 Wastewater Collection System and Stormwater System Asset Management Plan and 2023 Stormwater Infrastructure Planning and Evaluation Report, the Town of Marlborough has identified deficiencies in the existing ways in which stormwater is managed and treated within Town. Two alternatives that are currently in the process of moving forward into the design phase to address these needs include the (1) Upper Watershed / Upper System Bypass, and (2) Lower System Bypass to Main Street.

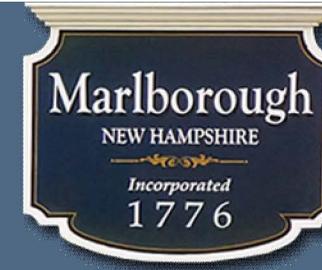
The next step towards keeping #1 and #2 moving forward is procurement of an Engineering Consultant for (1) design engineering services for improvements for the Upper Watershed / Upper System Bypass, and (2) planning services for the Lower System Bypass to Main Street alternative.

On March 12, 2024 there will be a Town Bond Vote to vote on approving funding for the above planning and engineering services to be completed. Prior to this Bond Vote, there will be a public hearing Meeting on February 8, 2024 to present information to the public regarding this project.

If you have any questions please feel free to contact  
Ellen Smith, Town Administrator  
esmith@marlboroughnh.org or  
Jonathan Ashley, PE, Dubois & King, Inc., at  
jashley@dubois-king.com

Enclosed:  
Important information  
regarding the Marlborough  
Downtown Stormwater  
Infrastructure Project:  
Public Hearing Meeting for  
upcoming Town Bond Vote

Town of Marlborough  
P.O. Box 487  
236 Main Street  
Marlborough, NH 03455



**Public Hearing  
Meeting for the  
Marlborough  
Downtown  
Stormwater  
Infrastructure  
Project**

**Public Hearing Meeting  
February 8, 2024  
7pm @ the Marlborough School  
41 Fitch Court**

**Town Bond Vote at the  
2024 Annual Town Meeting  
March 12, 2024 @ 7pm  
Polls open 1pm-9pm**

On Tuesday, March 12, 2024, the voters of Marlborough will be asked to authorize the Board of Selectmen to issue bonds or notes to fund engineering and planning services related to stormwater management infrastructure improvements, including the following:

- Design engineering services for improvements for the Upper Watershed / Upper System Bypass, and
- Planning services for the Lower System Bypass to Main Street alternative.

In preparation of this Bond Vote, the Town is hosting a Public Hearing Meeting on February 8, 2023 to provide voters with information required to understand the need, scope, costs, and schedule of the proposed project.

This brochure serves as a Fact Sheet for this project and public hearing meeting.

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# Marlborough Downtown Stormwater Infrastructure Project Public Hearing Meeting: Fact Sheet

February 8, 2024  
7pm @ the Marlborough School  
41 Fitch Court

## Project Background

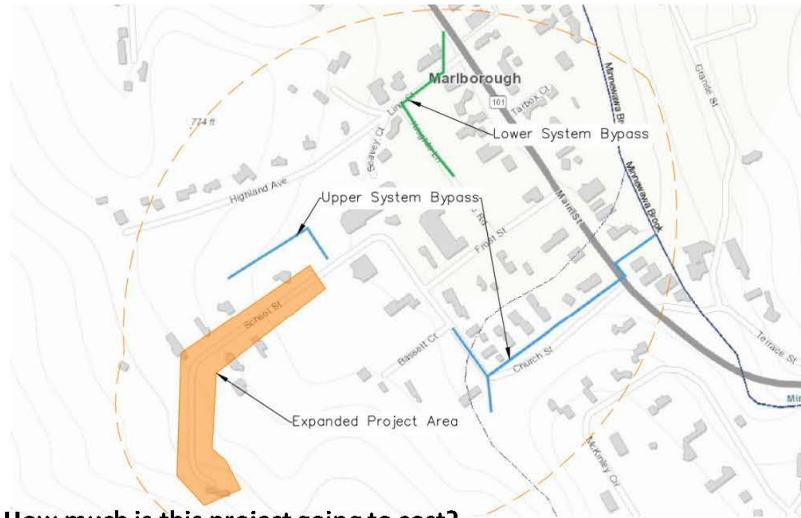
In 2020, the Town of Marlborough developed a Wastewater Collection System and Stormwater System Asset Management Plan (AMP) with funding from the Clean Water State Revolving Fund. Subsequently, a review of the Town's stormwater needs as well as development and evaluation of stormwater management alternatives to address these needs was completed as part of the Stormwater Infrastructure Planning and Evaluation Report in 2023.

## Recommended Stormwater Management Improvements

The goal of this project is to move forward the two recommended alternatives for stormwater management from the 2023 feasibility study, which included the following:

- Upper Watershed / Upper System Bypass – remove upstream stormwater flow from the local granite infrastructure and reroutes flow directly to Minnewawa Brook. This project includes developing Final Plans for this stormwater infrastructure improvement.
- Lower System Bypass to Main Street – install a new stormwater pipe from the municipal parking lot, down Knight Lane and Ling street and connect it to the NHDOT system on Main Street. This project includes 30% design for this stormwater infrastructure improvement.

The 2023 planning effort included in its' recommendation for the Lower System Bypass to Main Street an additional pipe from the municipal parking lot, along the paved area to the north of the Fire Station and connecting it to the NHDOT system on Main Street. This infrastructure is not part of the current project.



## How much is this project going to cost?

The Bond Vote on March 12, 2024 seeks approval for the Town to raise and appropriate the sum of One Hundred Twenty-Five Thousand Dollars (\$125,000) for the purpose of stormwater infrastructure planning and design, to authorize the issuance of not more than One Hundred Twenty-Five Thousand Dollars (\$125,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and, further, to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the conditions and the rate of interest thereon; and, to further authorize the Selectmen to offset a portion of said appropriation by applying for Clean Water State Revolving Funds (CWSRF) it being understood that repayment of the loan funds may include up to \$100,000 in principal forgiveness. Recommend by the Board of Selectmen (3/5 ballot vote required).

## What's Next?

Upon Town approval of planning and engineering design services for this project, engineering plans for stormwater infrastructure improvements will be developed, consisting of Final Plans for the Upper Watershed / Upper System Bypass, 30% Plans for the Lower System Bypass to Main Street, as well as opinions of probable construction costs for each of these improvements.

## When is the Town bond vote for this project?

On Town Meeting Day, Tuesday, March 12, 2024, the voters of the Town of Marlborough will be asked to authorize the Board of Selectmen to issue bond or notes to fund the local share of the cost for (1) design engineering services for stormwater improvements for the Upper Watershed / Upper System Bypass, and (2) planning services (through 30% design) for stormwater improvement to the Lower System Bypass to Main Street.

## Is State funding available?

State funding is available. Reimbursement for planning, design and construction are available through the Clean Water State Revolving Fund (CWSRF). The CWSRF program is a federal-state partnership that provides low-cost financing to communities for a wide range of water quality infrastructure projects.

## When will we see these improvements constructed?

It is anticipated that a bond vote for constructing the Upper System Bypass will be held in March 2026 for summer construction. The latest opinion of probable construction cost (OPCC) for this project was approximately \$1.01M. Further design of the Lower System Bypass stormwater improvements will be needed prior to being able to pursue construction funding for this portion of the project. The latest OPCC for the Lower System Bypass (excluding the additional pipe from the municipal lot to the NHDOT system on Main Street) was estimated to be approximately \$360,000.

## What are the benefits and advantages of authorizing the project?

Existing, aging infrastructure is collapsing and clogging causing flooding, sink holes, and property damage. The proposed alternatives will bypass failing infrastructure and reroute stormwater with new piping and structures sized to accommodate the needed flow capacity.

Anticipated Project Schedule

2024												2025												2026											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Town Bond Vote for Stormwater Infrastructure (Design) Project																																			
Loan application (April '24)																																			
Governor & Council approval (June '24)																																			
Notice to Proceed with Planning / Engineering Design Services																																			
Engineering field work / preparation of basemapping																																			
30% Design for Lower System Bypass																																			
Final Plans for the Upper System Bypass																																			
Town Review Period																																			
Permit applications																																			
Finalize 30% Design for Lower System Bypass																																			
Contract Plans for Upper System Bypass																																			
Town approval and preparation for Bond Vote																																			
Town Bond Vote to Construct Bypass (March '26)																																			
Construction of Upper System Bypass (summer '26)																																			