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**PUBLIC WORKS continued:**

The salt and sand sheds will be divided in the middle with salt on one side and sand on the other. Mr. Hill said that he can find out the cost and style of a new one that has just been put up. Mr. Bucklin added that there is a contractor, from Alexandria, who is building these for the State. Mr. Campbell asked how much the cost of re-doing the station will be. Mr. Bucklin estimated \$80,000 to \$100,000. Most of it the Highway crew will do themselves except for the poured concrete wall unless maybe interlocking blocks. Mr. Hill recommended poured concrete for strength.

Mr. Campbell explained that, at the moment, the CIP is saying \$10,000 a year for 4 years. He added that, in Windham, their salt shed alone cost \$85,000. The building in Center Harbor is in the 6 figures, though it is totally enclosed.

Mr. Hill asked about paving. Mr. Bucklin answered that he wishes to pave the 3 lanes. Mr. Campbell asked what the next step will be. Mr. Bucklin replied the final engineering plan and the cost estimate. He does not believe that we have to have further involvement with DES. Mr. Capone suggested that he call Bonnie, DRA, to check on this. Mr. Campbell asked if he needed a State permit and Mr. Bucklin said that they got a permit from DES this Spring.

Mr. Favorite asked if they are to do anything to the outer edge for trash pick-up. Mr. Bucklin said that Colin Brown has done a survey and they want to push out as much as they can for this. Mr. Bucklin added that, if there is not enough room in the new salt/sand sheds for the entire needed amount, they will store the overage down below. Mr. Hill asked when he wanted to get this started and Mr. Bucklin answered sooner rather than later.

Mr. Campbell stated that an initial amount of \$25,000 was already given and about \$6,000 has been spent. He thought that we could probably use cement blocks that we have. The CIP committee needs cost and timing as soon as possible. Mr. Bucklin said that he plans on starting to level off the 2<sup>nd</sup> tier now. Mr. Campbell asked if he wanted to start construction in the Spring and Mr. Bucklin answered in the affirmative. He added that there are engineering costs as well as the actual implementation. Mr. Campbell said that we will need the figures before finalizing the CIP and we are to give it to the Planning Board by Sept. 22<sup>nd</sup>.

Mr. Campbell asked Mr. Bucklin if he is confident with going forward with his road paving plan. Mr. Bucklin said that they accomplished it this year and hope to continue. Mr. Campbell began to ask for help in addressing the sunken drains in the Fire Dept. lot and Mr. Milbrand explained that the State has fixed them now. He asked if the intent is to pave all gravel roads. Mr. Bucklin explained that Hemphill and New Chester Mt. are scenic roads and will remain gravel. He would like to pave the others, such as Mt. Hill and Profile Falls.

**PUBLIC WORKS continued:**

Mr. Favorite asked about the process of chewing up a road and leaving the residue as a base. Mr. Bucklin said that they tried this with Ten Mile Brook Road. They let the residue sit a year and it worked really well. Mr. Favorite asked if this would work on gravel roads and was told that gravel could have soft spots so they need to re-do the base completely. Mr. Favorite then asked about crack seal. Mr. Bucklin stated that this is 20% no good after the 1<sup>st</sup> year. He talked about chip seal (which he prefers) vs. sand seal.

Mr. Hill asked if Mr. Bucklin was okay with the F-550 purchases of 2013 and 2016 being stretched to 2014 and 2017. He understands that this must be Mr. Bucklin's decision. Mr. Bucklin felt that, as we get closer to the time, he can determine better. He added that the 2008 is on its 3<sup>rd</sup> winter; the 1<sup>st</sup> year they had a lot of problems but that seems to have ironed out. The 2009 has had 1 winter. He is still okay with the ¾ ton. These trucks have computers which his crew can no longer fix, he added.

Mr. Favorite asked if they have to change the equipment with each new purchase. Mr. Bucklin said that they looked at the possibility of keeping the equipment but found that retro-fitting cost the same as getting it all new. They now trade in the old vehicles fully equipped. Mr. Milbrand asked if they go with State bidding. Mr. Bucklin said that they do as well going private. Mr. Favorite asked if they ever lease and was told that the 6-ton, 1-ton and the new Freightliner were leased.

Mr. Bucklin was then thanked for coming in and talking with the committee again.

**SPREADSHEET:**

Rev. D Spreadsheet was then looked at. Mr. Campbell stated that the Police say that the cruisers should be a 7 year life but he feels that it should stay at 9 years (based on other reports) and see. We shall have to wait for more information on the salt and sand sheds. Mr. Favorite questioned why #42 4-door pickup for Fire is off and Mr. Campbell answered that it is still in abeyance. Mr. Campbell added that, according to Windham statistics, the Fire Engine is replaced every 18-20 years and an ambulance every 6 years. Mr. Milbrand stated that it is hard to tell as there is different mileage. Mr. Capone mentioned that Windham probably has a lot of calls on the Interstate (as Canterbury has). Mr. Campbell stated that our ambulances show a life of 10 years. Mr. Paradis stated that ours are front line for 5 years and then back-up the last 5 years.

**SPREADSHEET continued:**

Mr. Campbell stated that we must wait for the Transfer station figures. He then asked about town office renovations. Mr. Capone is not sure yet (having only been here for 3 weeks). The Interim Police Chief has mentioned a new Police building and he has heard rumors of offices going to the Old Town Hall. Mr. Campbell explained that the plan, a couple of years ago, was to place offices under the Old Town Hall, moving the structure some. Mr. Capone stated that he does know that we have a structural issue with the floor under the property files (above the outer meeting room wall). A discussion followed as to what records must be held or could they go on tapes. The State requires that paper copies be maintained for a specific number of years.

Mr. Campbell asked about the appraisal software. Mr. Capone stated that an integrated system, such as Avatar, is needed. We pay \$6,000 a year for the license package now. With the new system, we could save and support the cost if it was implemented early enough. The timing is critical, Mr. Capone stated. Mr. Campbell asked if it would help with the audit and Mr. Capone thought possibly. Mr. Campbell explained that, last year, the CIP asked for ½ the cost but the Budget Committee disagreed and dropped it. This year, the tax collector has made the request so we have to place it on again. Mr. Paradis asked if the new system will address the enlarging of tax map properties problem. No one was sure of this.

Mr. Campbell addressed #52 Repair Old Town Hall stating that no group has taken public buildings so the committee started this. He said that we need to know what we plan to do with the Old Town Hall, whether for sale or for more use. It has a leaky roof, electrical problems, needs siding, has rotting boards allowing small animals under it, and the safe is breaking through the supports. The committee thought that we might start with the roof and then look to windows and siding. Mr. Capone asked about an LCHIP grant. Mr. Paradis suggested he speak with Janice DellaCroce about that. He continued to say that we need an integrated plan; maybe a new chapter in the Master Plan on town buildings. The Master Plan would be a couple of years down the road to get done, he added. Mr. Capone asked what other uses the building has besides Historical. Mr. Milbrand said that it is the home of our TV station. Mr. Paradis thought that we might let the Historical Society use it. We would have to put about \$100,000 into it. A discussion followed concerning the lack of parking. Mr. Hill suggested using it for the meeting room and put offices in this room. It was felt that there would be heating and air conditioning costs as well as the parking problems.

Mr. Campbell mentioned #60 Water Street Recreation Facility. Mr. Gilbert felt that this was our cheapest for the return it will give.

**SPREADSHEET continued:**

Mr. Campbell said that the Spreadsheet has not been titled in the past and asked if the committee would prefer that it did. It goes into the report book which is titled on the cover. He showed other thoughts from other towns. It was determined that we do not need to use FY before the year as we go by the calendar year. Mr. Gilbert and Mr. Favorite felt that it should show Department and Equipment and Mr. Milbrand pointed out that these are already listed. It was determined to leave as is. Mr. Favorite suggested adding the total cost of each item and the committee agreed. Mr. Milbrand will do except for multiples (such as cruisers). He will add separate lines for each new purchase.

Mr. Campbell stated that #13 6-Wheel Dump should be a priority 4 and #18 F-550 a priority 2. #23 Rubber Tire Excavator should have a replacement date of 2017. Mr. Favorite asked about selling off the grader ahead of time and getting the rubber tire excavator earlier. Mr. Campbell said that the grader is needed as long as we have gravel roads. Mr. Favorite thought that we could rent a grader from another town for the little that we would need it. Mr. Campbell will ask Mr. Bucklin about this.

**DESCRIPTIONS:**

Mr. Hill presented a rough draft of the descriptions for each proposed item on the Spreadsheet. He explained that he did this prior to the last revision and has it listed by priority. He then went through everything.

Mr. Campbell suggested that Mr. Hill contact Lt. Lewis for the mileage of the cruisers. Road Paving appropriation is to change to \$335,600. Reserve for 1998 6-Wheel Dump appropriation should be \$22,000. 1998 6-Wheel Dump (purchase year): a period after 2013 in the first line, \$46,667 change to \$22,000 and figure \$46,666 change to \$70,000. 2007 Ford F-550 change to 2014 purchase year. Add 2001 6-Wheel Dump for \$220,000 in 2018. Rubber Tire Excavator acquisition change to 2017. 2009 Ford F-550: Delete sentence 2. 1988 Vacuum Truck: delete 2<sup>nd</sup> sentence. Skip Sand & Salt sheds for now. Parking Lot Paving: delete 3<sup>rd</sup> sentence and change appropriation to \$20,000. Move Backup Generator to before Reserve Fund for ambulance 1. Mr. Milbrand will call the Fire Chief about this and Mr. Hill can pull it at the last minute if necessary. Reserve Fund for Ambulance 1: change appropriation to \$118,000. Ambulance 1: in next to last line, replace \$100,000 with \$118,000 and in the last line, replace \$136,000 with \$118,000. 4-door 4x4 Crew Cab Pickup: change to priority 5, move to end, and describe as still under study. Hydraulic Tools: replace "older" with "1980". Ambulance 2: list total price of \$294,000. Avatar Appraisal Software: change cost estimate to \$20,000 and eliminate the last line. Wait on the Transfer Station Improvements. Add to the priority 1 list, #60 Bike Path. There were several spelling corrections done, as well.

Mr. Campbell asked Mr. Hill to meet with him on the changed Descriptions before we go to the Budget Committee.

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**BUDGET COMMITTEE MEETING:**

It was noted that we are to meet with the Budget Committee again on August 9<sup>th</sup>. Mr. Campbell stated that he is well satisfied with the plans of 3 years ago and the instructions given the committee. The only thing that we have not implemented is the school budget (instruction for CIPs is to audit the first year and then put on the CIP the 2<sup>nd</sup> year). Mr. Milbrand stated that the school here is regional so we do not handle this.

Mr. Campbell continued by saying that we should review with the Budget Committee just what the CIP function is. We shall present the actual numbers in October. We have tried to understand the Department requests, met with them, called one back and asked questions of others as needed. We have come up with a good schedule. It is considerably higher than last year but most of that is due to the road paving, which they tossed out last year. The trend line is \$897,000 and going down each year. There may be changes 3-4 years out due to breakdowns, etc. The deferred replacements increase the later years. Mr. Paradis thought that Mr. Campbell has covered everything well and noted that we need to keep it short, simple, and direct. We need to emphasize that it is best to establish Capital Reserves. If they only want to look at the current year (as was done last year) then there is no need of having a CIP. Mr. Hill mentioned years 2006 and 2008 and the reasons for being where we are.

Mr. Favorite questioned the school issue in that there are buildings here in our town and it is our plowing, fire coverage, etc.

Mr. Campbell felt that we do not get the CIP out to the public well enough. Mr. Hill stated that we need to point out to the Budget Committee the larger purchases that are coming up.

**NEXT MEETING:**

The next meeting of the CIP (besides meeting with the Budget Committee on Aug. 9 at 7:00 p.m.) will be held August 17<sup>th</sup> at 7:00 p.m.

With no other business, D. Milbrand made a motion, second by D. Hill, to adjourn at 9:40 p.m.

Respectfully submitted,  
Jan Laferriere, secretary