

CAPITAL IMPROVEMENTS PROGRAM MINUTES
July 19, 2011

APPROVED:

7/26/11 __jrl_____

AGENDA: CONTINUED WORK ON 2012 CAPITAL IMPROVEMENT PROGRAM

ATTENDING: Murray Campbell (Chairman), David Hill, Dan Paradis

ABSENT: Steve Favorite (FEMA), Don Milbrand (conflict), Bob Gilbert (Alternate)

OTHER: Michael Capone (Town Administrator)

The meeting opened at 7:07 p.m.

MINUTES OF MAY 17, 2011:

The following amendment was made:

Page 3, Spreadsheet update, 3rd paragraph, 1st line, replace “Capone” with “Milbrand”.

D. Hill made a motion, second by D. Paradis, to approve the minutes as amended. The motion carried.

ATTENDANCE:

A discussion was held as to notification of members when they cannot attend a meeting. It was determined that any member who cannot make a meeting should notify the Chairman at the earliest possible date so that the Chairman may determine a quorum. If the meeting is to be canceled for any reason, the Chairman will notify everyone. At this time, Mr. Campbell took the telephone numbers of those present.

SPREADSHEET, REVISION D:

The members addressed the latest revision of the spreadsheet.

Police: lines 11 thru 15 are to be deleted.

Public Works: the 6-wheel dump truck has been moved to full purchase in 2013. Mr. Campbell noted that paving has been lowered for 2011 and may be lower in the following years.

Fire: Ambulance to be purchased in 2012.

Town General: Repair Old Town Hall – the double asterisk mean that we are waiting for the Selectmen to determine how they wish to handle this. As to the Master Plan, we are hoping to cut this cost with volunteer help.

SPREADSHEET continued:

Mr. Campbell explained that there is a correction to be made with the subtotals for 2011: Gross Appropriations should be \$302,000 and Gross Appropriations less Offsetting Revenue should be \$273,925. Mr. Capone noted that the difference seems to be that the Kelley Park appropriation for \$17,000 was missed.

Mr. Hill stated that some members of the Budget Committee do not seem to be in favor of Capital Reserve Funds. He feels that, due to this, the CIP committee might want to look at direct purchases. An example is the Highway F-550 truck and Front End Loader.

CENTRAL SQUARE PROJECT:

Mr. Campbell asked where we stand with Central Square for 2012. Mr. Capone answered that they have finished surveying and the engineer is drawing up the plan now. They hope to look for bids this fall and to do the work next Spring. Mr. Campbell asked about the water/sewer pipes and Mr. Capone stated that they will try a warrant in the Spring so as to cover both, though that engineering plan might be too late. The Water/Sewer Dept. does not have \$1,000,000 on hand to cover this. Mark Bucklin has spoken with Doug King to try to accomplish the drainage there. Mr. Campbell asked who is needed to pass on the plan and was told that the drainage is up to the State. Bristol's part is to replace the old pipe and upgrade the new pipes to allow sprinkler's to the buildings as well as for going up to the Lake whenever that is done. Jeff Chartier has been talking to Alan & Mike, at the State, right along.

Mr. Campbell stated that we have some big expenses in the wings, such as the changes to the Transfer Station, the Square, etc. He questioned how much we can go. Mr. Capone stated that Mr. Bucklin doesn't feel that the Transfer Station changes will be as high as they are saying. He does not have the numbers in his head, as yet. Mr. Bucklin will need to do the sand storage shed first. Mr. Campbell added that the sand storage is to be down below. It probably would make sense to do the whole project. A discussion followed with the Water/Sewer pipes versus the Downtown project. The latter has acquired the funds but the pipe issue seems to get bogged down. Mr. Hill suggested that a sharing of the cost might help the pipe issue to fly (town and users). He also mentioned that doing it by "Band-Aids" (as pipes break) is more costly in the long run.

A discussion followed as to the reasons for always needing an engineering study to be done. Mr. Capone stated that an engineer looks at the whole system so that what is done in the Square, for instance, does not create a problem in another section of the system. Mr. Campbell asked if, by enlarging the pipes, will we need larger pumps. Mr. Capone was not sure and stated that this is why the need for engineered plans.

LIBRARY:

Mr. Paradis asked about the Library as he understands that they may have a greater chance with the new plan. Perhaps we need to add this.

GRANTS AND MISCELLANEOUS:

Mr. Campbell stated that now, in order to get grants, a project needs to be shovel-ready. He feels that the Transfer Station changes are a year off. Mr. Capone suggested that the committee set up all equipment in a steady manor and then come in with the buildings. Mr. Campbell feels that if we can't get them to go for Capital Reserve accounts, they will be complaining about the huge costs. Mr. Capone stated that, with the present low interest rates, it is hard to convince them. We need to show savings as much as possible.

Mr. Hill pointed out that the F-550 is planning a Capital Reserve in 2014 and 2015. He feels that we need to buy it outright in 2014 as we have more stuff coming up in 2015. He again emphasized that the Budget Committee wants equipment bought outright.

Mr. Campbell feels that we need to bring Mark Bucklin back in to see us so that we can ask more questions. Mr. Hill mentioned that we might need to consider conglomerate bonding.

CONCEPT PLAN OF TRANSFER STATION IMPROVEMENTS:

Mr. Campbell distributed copies of the plan and estimated costs. The secretary will make copies for the absentee members. Looking at the plan, there were questions as to how the containers would be removed when full. As to the estimates, Mr. Campbell explained that "mobilization" is the cost of moving equipment to the site. It is believed that Site Preparation, Excavation, Crushed Gravel, and Gravel can be done in-house. Hot Bituminous Pavement and Concrete Pavement (for the roll-offs) will be outside contracts. High Density Polyethylene Pipe would be a purchase. Reinforced Concrete Retaining Walls are for the Sand and Salt sheds. Other in-house work may be for Catch Basins, Water Quality Device, Detention Basin and Stone Swale. The Chain Link Fence may be a purchase. Loam and Seed and Traffic Signs and Pavement Markings are also in-house. Attendant Shed, Maintenance of Traffic and Misc. items are left. Mr. Campbell would like to invite Mr. Bucklin in to get better numbers as to what can be done in-house and what will need to be done outside. He also mentioned that the present attendant's shed leaks.

NEWFOUND LAKE WATER QUALITY IMPROVEMENTS (SEWER TO THE LAKE):

Mr. Campbell asked about this project and its relativity to the pipes in the Square. Mr. Capone stated that this would have to go by the voters in order to attain a bond. Mr. Hill asked about wastewater alternatives and he has been wondering if that is more cost effective. Mr. Capone mentioned that it would require enforcement by Bristol. Also, it

SEWER TO THE LAKE continued:

has been mentioned to him that with Bristol doing this for the end of the Lake, how will it be capable of handling the other towns if they do not do something. Mr. Paradis added that the concern with having the sewer pipes go to the Lake is for over-population. Mr. Campbell mentioned that they have containers and owners would have regular pumping instead of fields. Mr. Capone stated that we can only get Federal help if sewerage is actually going into the Lake.

NEXT MEETING:

Our next meeting will be held July 26, 2011 at 7:00 p.m. Mr. Hill stated that he will not attend as he has a conflict. Mr. Campbell stated that he will ask Mark Bucklin and Jeff Chartier to attend. He added that we need to fine tune the next 4 years with the Departments and then go from there.

OTHER:

Library: Mr. Capone explained that they have hired a local architect for a new plan that will be more in line with the old building. Jim Nyberg has been given the construction and they plan on presenting a request for under a million dollars this time as they are holding a funding campaign for private funds. Mr. Campbell mentioned that there is an association of young architects who hold a contest for designs. You have to apply for this and one applicant is chosen.

Department Requests: A copy of the Fire Dept. request had been given to the members and the secretary will make copies of the Highway Dept. request for next meeting.

Meetings: Mr. Capone reminded everyone that there is to be a Special Town meeting tomorrow night at 7:00 p.m. at the Old Town Hall so as to vote on the Millstream property. The Summer Town meeting will be held this Saturday, July 23rd, at 9:00 a.m., the Old Town Hall, for updates and information.

Safe Routes to School: The Middle School plan has been awarded to J. P. Morrison Jr. and we expect it to be completed by August 10th. They are waiting the reward for the #5 project.

Mica Building: We are awaiting the EPA Brownfields grant money and would love to have the building down by winter.

With no other business before the Committee, D. Paradis made a motion, second by D. Hill, to adjourn at 8:55 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary