

CAPITAL IMPROVEMENTS PROGRAM MINUTES  
June 18, 2013

**APPROVED:**

**“Approved as amended 7/16/13”**

AGENDA: 2014 Capital Improvements Plan (CIP) Workshop

ATTENDING: Steve Favorite (Vice Chairman), John Bianchi, David Hill, Dan Paradis

ABSENT: Murray Campbell (Chairman, ill), Joe Lukeman (vacation), Don Milbrand

OTHER: -----

The meeting opened at 7:08p.m.

**Minutes of June 4, 2013:**

The minutes were amended as:

Page 2, 1<sup>st</sup> paragraph, 3<sup>rd</sup> line, replace “th3e” with “the”. Page 3, 2<sup>nd</sup> paragraph, 5<sup>th</sup> and 6<sup>th</sup> line, replace “of funding: purchase new,” with “of level funding: timing of the purchase,”.

J. Bianchi made a motion, second by D. Paradis, to approve the minutes as amended. The motion carried with 1 abstention.

Mr. Bianchi asked if the Selectmen and the Budget Committee are sent these minutes. They are on the web site, it was explained.

**WORKSHOP: 2014 PLAN**

Mr. Favorite stated that he attended the last Budget Committee meeting. Mark Bucklin, Highway Supervisor, discussed the sidewalk plow but did not mention any attachments. Mr. Favorite feels that the width might not fit our sidewalks. He has looked at ATVs but feels we would need to do something to improve the sidewalks. A small bobcat is about the only thing that would fit, he feels, but it would only plow, not snow blow. He would like to suggest to Mr. Bucklin that he borrow a sidewalk plow like the one he is requesting and see how it fits on our sidewalks.

Mr. Hill asked if we should just send our CIP report to the Budget Committee and not present it. Mr. Favorite stated that he did suggest that a couple of Budget Committee members might come to a CIP meeting. He went on to say that Jaffrey puts money aside and Ashland has started doing the same. Canaan is trying to get their Budget Committee to focus on their CIP. Our Budget Committee receives our report and just set it aside. Mr. Hill stated that they do not want to set aside money due to low interest rates. In that case, Mr. Hill feels that we should go ahead and borrow the money for all: Engine 4, the 6-wheel dump, sally port, and the transfer station.

A discussion followed as to the needs of Mr. Bucklin. Mr. Hill asked how much it will cost to move the compactors and build the salt/sand shed. We need to get that.

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**CIP WORKSHOP continued:**

Mr. Bianchi announced that Engine 4 died and has not been available for a week now. He stressed the need to allow the Fire Dept. to at least take a percentage of their revenues to put towards the equipment. Mr. Hill felt that we should use Engine 2 and depend on mutual aid for now. Mr. Bianchi stated that Engine 4 has a 2500 gallon tank of water that others do not have. Mr. Hill stated that it is a bond issue at this point and maybe we should load it up with all of the other needs.

The committee discussed going to the Budget Committee meeting. The secretary explained that Mr. Capone, Town Administrator, has put in the request for the CIP committee but has not heard yet if they will add them as they have a pretty full agenda already. Mr. Favorite asked what we do even if we only get 5 minutes. Mr. Bianchi stated that we need to ask how we can help them and Mr. Favorite agreed. Mr. Favorite mentioned that changes are being made so that grant money now shows on the budget. He went on to say that when the Police have to replace a toilet, it costs \$1500. as they must follow certain criteria. Mr. Favorite also mentioned that at the last TAC meeting, it was announced that Laconia may possibly bring back a prison there.

Committee members then questioned why Bristol is cited for Police improvements and other communities are not. This brought up the subject of building maintenance. Impact fees can help, it was felt. As the Old Town Hall roof money that was voted in is not enough, that money is now on hold. The committee felt that it does not make sense to put on a new roof without first doing the problems with the base.

Mr. Favorite stated that our debt payment for 2013 is \$331,871.00 and in 2014 it is \$327,386.00 and then it goes down. This does not count the sand shed, Engine 4, etc. They discussed New Hampton's sand shed which cost between \$375,000 and \$386,000. Mr. Hill asked if temporary sheds were placed in the present location, could they be moved later on. It was felt that they would be hard to move. Mr. Hill feels that we need to ask Mr. Bucklin to our next meeting to see what he needs and get it nailed down. Mr. Bianchi asked if sidewalks are included in the State's plan to re-do Summer St. from the Square to R. P. Williams and Mr. Favorite stated that they will not.

Mr. Hill asked what the committee thought about bonding Engine 4 and adding in all of the other needs. Mr. Paradis answered that it would require a Special Town Meeting and each item should be a bond article.

The committee then discussed the need to check Mr. Bucklin's present needs and also his transfer station plans for the future. Mr. Hill said that maybe they should look to a lease/purchase for the 6-wheel truck at the Summer Town Meeting. It was felt that they at least will have to address Engine 4. A discussion followed about all of the repairs that have been done to it and it was still not up to par. Mr. Hill stated that the Selectmen used money from the Fund Balance for the purchase of the Millstream property and he questioned if they can't do the same for Engine 4. Mr. Bianchi mentioned that DRA does not allow Contingency Funds.

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**WORKSHOP continued:**

Mr. Favorite stated that we shall wait for an answer from Mr. Capone as to the CIP committee meeting with the budget committee and he will see Mr. Bucklin tomorrow about his needs. Mr. Hill mentioned that maybe, for the sidewalks, we should use snow blowers (several would be cheaper) or just rollers and pack the snow. Mr. Favorite stated that Concord used Gravelly's. He went on to say that he will get updates on the pump truck, sidewalk tractor, sand/salt shed, and the 6-wheel dump truck.

The question came up as to where the Space Needs report is now. None of the committee knew. Mr. Bianchi stated that the equipment being asked for now is needs not wants.

The next CIP committee meeting will be held July 16, 2013 at 7:00 p.m.

With no other business to come before the committee, D. Paradis made a motion, second by J. Bianchi, to adjourn at 8:47 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary