

CAPITAL IMPROVEMENTS PROGRAM MINUTES  
August 27, 2013

APPROVED:

3/18/14\_jrl\_\_\_\_\_

AGENDA:

2014 Capital Improvements Plan (CIP) Workshop – Highway and Police

ATTENDING:

ABSENT: David Hill (Acting Chairman), Joe Lukeman

Murray Campbell (Chairman, recuperating), Steve Favorite (Vice-Chairman, FEMA),  
John Bianchi (recuperating), Don Milbrand, Dan Paradis (conflict)

OTHER: Michael Capone (Town Administrator), Mark Bucklin (Highway Superintendent)

The meeting opened at 7:00p.m. lacking a quorum.

**Minutes of August 20, 2013:**

Could not be addressed due to the lack of a quorum. They will be held for the next meeting.

**WORKSHOP: 2014 PLAN**

**HIGHWAY, MARK BUCKLIN**

Mr. Hill suggested that the CIP try for a Capital Reserve plan with the Selectmen as agents to expend it or go straight to replacement of the 6-wheel dump truck. Mr. Bucklin stated that this truck's replacement is 2 years over already. He would replace the 1998 and the 2001 would go as back-up. Mr. Hill gave Mr. Bucklin a copy of what he had written up on all of Mr. Bucklin's equipment. Again, Mr. Bucklin requested that the 1998 be replaced this time. Mr. Hill stated that he cannot see the possibility of a lease-payment plan as it would run into the next purchases (the two 550's). Mr. Hill asked the condition of these and Mr. Bucklin answered that they are in fair shape due to being able to use the pick-up. He reminded all that the 2008 was purchased in 2007 so it has had an extra year of use. After consideration, Mr. Hill stated that we should probably do a 2 year lease-payment for the 1998 and then continue with the rest in the same way.

Mr. Bucklin explained that he runs 4 trucks (2 6-wheels and 2 550's) for plowing and, if he can get a 5<sup>th</sup> person, the other 6-wheel is used. Otherwise, it is used as a back-up if there is a break-down. We have 4 plowing routes: the 2 550's do the downtown and the others handle the rest.

Mr. Hill asked about the sidewalk tractor next. He stated that he asked Phil about a lease option and it can only be done on a new one and is for 7 years with a \$1.00 buy-out at the end. Mr. Capone asked if it is expected to have a 20 year life and Mr. Bucklin stated that it is if purchased new; a reconditioned will only be about half that. Mr. Hill asked if he can make do with the Kubota. Mr. Bucklin said that they will baby it as best that they can. A discussion followed as to whether to use it or the John Deere. Mr. Bucklin stated that the John Deere has run for 10 years and is now used for maintenance of Kelley Park.

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**HIGHWAY DISCUSSION continued:**

It was noted that the John Deere is made of steel and holds up better. Mr. Bucklin is debating which to use. Mr. Hill feels that purchasing new would be the better way to go. Mr. Capone asked if we could make the case that it would also offset some of the other needs as it can be equipped with items like a sweeper, etc.

The next item brought before the committee was the Transfer Station. Mr. Hill asked what they plan to do about the sand. Mr. Bucklin stated that he is looking to get a temporary shelter (Home Depot, etc.) to cover for now. This should get us through for one or two years. Mr. Hill stated that Mr. Bucklin had originally wanted to do the whole thing in one year and he suggests that it be done over time. Mr. Bucklin felt that this might work. When asked, he stated that the second compactor cost between \$12,000 to \$13,000. Mr. Hill asked if we ask for \$50,000 for now, would this be enough and Mr. Bucklin answered that it probably would. They discussed the process that is needed (moving the compactors and paving, building the salt/sand shed, etc.). Mr. Capone mentioned that Wheelabrator is to give us between \$124,000 to \$168,000 in rebate but the money will not come until 2015 and 2016. It was thought that we move the compactors now and then, when the money comes in, do the sand/salt shed, with the Demo. area last. Mr. Capone stated that the issue will be to establish a fund to be able to use this money; it has to be voted on by the town. The Board can accept any unanticipated revenue but it is best to go to the voters as Selectmen change. Mr. Lukeman asked if we could try for two different requests and was told that we can.

Mr. Hill asked if we will trade in the 1998. Mr. Bucklin stated that, in the past, we have. We get between \$7,000 to \$9,000 and it has been used by the Highway Dept. for improvements. Mr. Hill suggested a 2-year lease-purchase and then next year we could try for a Reserve fund. Mr. Lukeman asked if we need to change any of the pricing and Mr. Bucklin stated that he did this on this years' request forms. He was thanked for coming in.

**POLICE:**

Mr. Capone stated that Chief Lewis is still on the midnight shift and is unable to attend. Mr. Hill stated that we need new pricing for the cruiser and Mr. Capone will get this. A discussion followed as to moving the town office so as to allow the Police this building. It was thought that a larger meeting room might be done in this building to utilize the handicap entrance, as well. Mr. Hill asked Mr. Capone if he would get figures for the cost to renovate this building (with and without the sally port). Mr. Lukeman felt that, at our tour, it was less than \$5,000 to renovate without but the separate holding area gets expensive (he mentioned the \$13,000 toilets that are required).

**OTHER:**

Mr. Hill gave out copies of his write-up to the remaining folks, stating that he will update this and send it to the secretary to be copied for the next meeting. Chief Yannuzzi had submitted a notebook with all of the information on each of his vehicles.

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**OTHER continued:**

A discussion of Reserve funds was held. Mr. Capone agreed that we need to keep the maintenance of our town buildings in mind. He stated that the two smaller furnaces for this building have been done and are expected to be a cost savings of 30-40%. The 18 windows in the old section will be replaced with energy efficient ones. The Fire Dept. needs more room for their vehicles. The Highway shed is okay for now and Water/Sewer is in excellent condition. Mr. Capone feels that the basic buildings are in pretty good shape except for the Old Town Hall. The Old Fire Station was spoken of and it was felt that it is okay for now.

A discussion was then held as to when to present the plan to the Budget Committee and Selectmen. Mr. Capone advised that it be in the beginning of their deliberations so that the members keep Capital Improvements in mind as they go through the Operating Budget.

With nothing more to discuss, the meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary