

CAPITAL IMPROVEMENTS PROGRAM MINUTES
July 15, 2014

APPROVED as amended & clarified:
8/26/14__jrl_____

AGENDA: MEET WITH POLICE CHIEF, MIKE LEWIS

ATTENDING: David Hill (Chairman), Steve Favorite (Vice Chairman),
Murray Campbell, Joe Lukeman, Dan Paradis

ABSENT: John Bianchi (illness), Don Milbrand

OTHER: Chief Mike Lewis, Town Administrator Michael Capone

Meeting opened at 7:08 p.m.

MINUTES OF JUNE 17, 2014:

J. Lukeman made a motion, second by D. Paradis, to approve the minutes as read. The motion carried.

POLICE: CHIEF MICHAEL LEWIS

When asked what his priority (ies) for this year might be, Chief Lewis emphasized that it is time to do something about this building, not only for the Police Dept. but also for the Town Office. He stated that the Police still need juvenile protection, a sally port, etc. but our personnel have not increased. However, the town office workload has doubled as well as an increase in personnel. Chief Lewis emphasized that either Department could use this building by themselves for at least 25 years. Who stays should depend on which would be the most economical to move.

Chief Lewis explained that, should the Police stay, they would need just 4 walls put in excluding the sally port and juvenile cells/interview rooms. Any change that they have needed to make in the past has been done following the survey plan of the 2006-2008 era.

If the Town Office was to stay, they would filter down into the present Police section and the temporary wall that was put up in the meeting room would probably be taken down again.

Chief Lewis noted that the clock is ticking on the Police Department as they have no rest rooms, male/female separation, juvenile section, proper evidence room, or on-grade entry. It is time to look at this situation (there has been 20 years of study done in the past). Something needs to be done due to liability risks which would be even more costly. We need to take steps so that it would at least show good faith.

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Mr. Paradis asked if it would make any difference to the Chief as to which one moved. Chief Lewis answered that it doesn't although studies show that his department should be near the center of town. If moved, he feels it should be somewhere on Lake, Summer, or Pleasant Street. Mr. Favorite stated that a lot of the towns on the study that they looked at have now moved out of town centers. Mr. Hill asked if the Chief is leaning away from this building. The Chief answered that he doubts that the town would go for building a new building for them and it may be cheaper to relocate the Town Office.

Mr. Hill suggested that we try to build a new holding and booking area and evidence storage off-site now and add to it down the road until we have a complete facility. The Chief stated that an elevator would be required in the new off-site building and it would cost \$200,000. by itself. He has been thinking about the possibility of a raised ranch building for the Town Office on the lot we own that is across the river from Old Mill Realty. Another thought has been the Speare (Mid-State Health) building that is for sale (\$279,000 – with needed renovations probably \$700,000 to \$800,000) or lease (\$2,000. a month).

Mr. Paradis stated that, with the property that we own, we would need to follow the Shoreland Protection law. He was not sure if there is enough land. Mr. Hill asked what the Town Office needs are and Town Administrator, Michael Capone answered that record storage is a big thing. We try to keep a years' worth of records here and move the rest --- at the moment, this has been going down to the Water/Sewer facility but they are running out of room there. We are sharing office space: Land Use Secretary and Welfare and Land Use Officer and Assessing Admin. We have the Land Use Secretary and Welfare Admin. scheduled on different days for the most part. Of course, there are confidentiality issues here. Anyone coming in to see the Land Use Officer tends to include the Assessing Admin. in their discussions, which is not ideal. Mr. Hill asked about storage in the Old Town Hall once it is habitable again. Mr. Capone answered that this was done in the past and becomes neglected and we end up with the result that we are having right now.

Mr. Hill suggested renting a trailer and Mr. Capone stated that this would need to be climate controlled. He added that the Chiefs needs and liability is greater. Mr. Hill thought that the Town Office might lease the Speare building for a couple of years. Mr. Capone felt that we need to put a price tag on a few different scenarios. Chief Lewis agreed and added that, if peace-mealing, the Police could do this building in a 3-year span: the first year we could put up the 4 walls and could function, excluding the sally port until later. Its cost is about \$350,000 right now. This would show some sort of effort and would be looked on more favorably by a court. Mr. Hill thought that this might sell better to the voters. The Chief felt that the whole renovation would be about \$600,000.

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Mr. Hill mentioned that the CIP committee met with the Selectmen and Budget Committee recently and had suggested a Space Needs committee but nothing has resulted from that. Chief Lewis stated that several studies have already been done and we don't need another study. It is time to start acting before prices and interest rates climb again. Mr. Hill said that we need a committee to look into where then/one to do fact-gathering.

Mr. Capone stated that all scenarios have their pros and cons. We need to sit down with 2 or 3 folks, discuss options and put numbers to them.

Mr. Favorite asked about the land we own behind this building. He mentioned that Corey Johnston drew up workable plans for this several years ago. Several mentioned that the landfill taken out could go to the Transfer Station instead of having to purchase fill for that design. Mr. Capone stated that there are several possible options that can be looked at. The Selectmen have had other priorities to tend to his sense is that they will get to this before the end of this year. It is on their list. He feels that behind this building, the Speare building, the property across from Old Mill, and/or next door to us here are all options to look at rather than go for a municipal complex that would cost a couple of million dollars. Mr. Lukeman thought that Speare might be adequate for the town offices. Mr. Capone stated that the offices are small and there is no meeting location. He agreed that it is time for some sort of discussion. We are at the "when and where" stage.

Mr. Hill asked if the Police plan on asking for one cruiser this next year. The Chief answered definitely one, maybe two. Mr. Hill thought that the cruiser might be better placed in the budget and Mr. Capone stated that this creates a problem for markings.

Chief Lewis mentioned radio communications: the radios that we have, and their replacement parts, no longer are being made. Two of the 5 that we have are only working 50% of the time. Chief Lewis will be submitting paperwork for these to the CIP committee. It is a liability risk. Mr. Lukeman asked about a grant and was told that we got 6 portables on a grant but a grant is not available for the mobile units right now.

OTHER:

Mr. Hill explained that he intends on delaying the CIP presentations to maybe November. Mr. Capone explained that the Selectmen are working on a possible Saturday joint meeting of the Department Heads, Selectmen, and Budget Committee (perhaps the CIP Committee as well). This would allow everyone to hear the same presentations. Mr. Capone added that we have better figures in late October/early November. Mr. Lukeman stated that any major expenditures impact the CIP for the leveling of the costs from year to year.

Mr. Hill asked what happened to the emergency generator that was to be purchased for this building and was on the CIP. Mr. Capone stated that it never got on for town vote.

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Mr. Hill reported that, for the Fire Dept., the pumper is in progress. The command vehicle is falling apart. John Bianchi checked about sharing with other towns for the Jaws of Life and was told no by the Chief. Mr. Favorite stated that there is some responsibility when this equipment is shared. Mr. Hill felt that it is needed so seldom that every town having it is overkill. He feels that we could go 50-50 with another town for one. Mr. Lukeman stated that, as far as the command vehicle, the repair line for it has not been very high and therefore felt that it is not a big issue if we are going to spread the costs.

Mr. Hill stated that he spoke with a fellow at the Transfer Station (Mr. Bucklin was on vacation) about the old dump truck possibly just getting a new engine and was told that the old body is too far gone.

With no other business to discuss, J. Lukeman made a motion, second by S. Favorite, to adjourn at 8:55pm. The secretary was asked to contact Mark Bucklin about coming to an August meeting.

Respectfully submitted,
Jan Laferriere, recording secretary