

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES
August 26, 2014

APPROVED as amended & clarified:
9/16/14__jrl_____

AGENDA: MEET WITH HIGHWAY SUPERINTENDENT, MARK BUCKLIN

ATTENDING: David Hill (Chairman), Steve Favorite (Vice Chairman), John Bianchi,
Murray Campbell, Don Milbrand, Dan Paradis

ABSENT: Joe Lukeman (away)

OTHER: Highway Superintendent, Mark Bucklin

Meeting opened at 6:55p.m.

MEET WITH MARK BUCKLIN:

Mr. Hill asked about the sidewalk tractor and Mr. Bucklin answered that it should arrive in September. It is a 4 year old machine, completely refurbished and has a really good warrantee. It is 53"-54" wide with 110 horse power.

Mr. Hill asked about the purchase of the 6-wheel dump. Mr. Bucklin stated that it has been built and is awaiting shipment. We then send it out for the dump body and should have it sometime in October.

When asked about any problems, Mr. Bucklin said that th4e 2008 F-550 is in the garage with a cracked tail shaft and cracked front axle. The dump body has rusted out. Mr. Bucklin has compared the cost of transferring some of the parts and found that it ends up being as costly as getting new. Mr. Favorite asked about Ford and Mr. Bucklin stated that he has looked at others and finds that they are not as heavy a truck. An International could have trouble getting into the small streets, he added. Mr. Favorite suggested that he might look to having one smaller truck to cover those streets. A discussion followed and Mr. Bucklin concluded that he needs the larger trucks for rural but not downtown.

Mr. Favorite asked about rebates being received and Mr. Bucklin explained that they rec4eived \$27,000 for the Ash rebate and \$about \$80,000 for the Single Stream. Both have been applied to the revolving fund for the Improved Transfer Station as voted last March.

The Vacuum Truck was then brought up and Mr. Bucklin stated that it broke down this Spring. New bearings were put in and the head planed. They are waiting the delivery of other parts needed and hope to have it operating in time to clean the catch basins this fall.

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MARK BUCKLIN continued:

Mr. Bucklin stated that MAC has now been bought out by VOLVO and VOLVO intends on dropping the manufacture of the vacuum truck. In the future, it will get harder and harder to get parts. We might be able to get used vehicles but we need to have money set aside for when the opportunity arises. Mr. Milbrand felt that a Capital Reserve account would help so that we can take advantage of good used vehicles for replacement. He asked if the Highway Dept. has any revenue and was told that they generate \$8,000 - \$10,000 a year and it would be great if they could set that aside for this each year. A discussion followed as to the advantage of having Capital Reserve accounts.

Paving: Mr. Bucklin stated that they are doing the Prospect St. area right now and to do Peaked Hill next week, he believes.

Sidewalks: Mr. Hill asked about these and how they were financed. Mr. Bucklin explained that they were able to do some with money they had last year. They hope to do Spring and Central Street. Mr. Hill asked about curbing and was told that it would be more costly as they would have to contract that portion. The Safe Routes to School grant will be doing the School Street project next Spring.

Mr. Hill asked about the Improvements to the Transfer Station and Mr. Bucklin answered that they will try to do some. They have to do a lot of site work first, including cement slabs. He added that one compactor is getting old and he hopes to purchase a new one to set up in the new location.

Mr. Milbrand asked about the Rubber Tire Excavator and if it should remain on the list. Mr. Bucklin would like to keep it on as a wish list item.

Mr. Favorite asked about the front loader. Mr. Bucklin stated that it has been trouble-free. They will need to replace the tires but have that included in the budget.

Mr. Hill asked about the replacement windows. Mr. Bucklin said that they put them out for bid and received no response. Christina Goodwin, Assessing Assistant, is going to call some vendors for them. He added that they did get 4 responses for the overhead doors. These are to go in next week.

Mr. Favorite asked if any of his people go to any classes. Mr. Bucklin stated that Joe is going to Groton for chainsaw training. Mr. Favorite asked about Hazardous Waste training and Mr. Bucklin said that he has taken some of these. Mr. Favorite felt that the response to this was less than last year and wondered if a flyer should go out with the June tax bill to make folks more aware of this collection.

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MARK BUCKLIN continued:

Mr. Milbrand then asked about the Grader. Mr. Bucklin explained that Bristol has taken on some more gravel roads. He estimated that a new grader would be between \$200,000 to \$250,000. If the one we have gives out, we might be able to rent one or contract out for this. Mr. Bianchi mentioned that, if that happened, money would need to be added to the Highway budget.

Mr. Favorite asked about the Salt Shed. Mr. Bucklin stated that he will need to do something before too long. He added that the Sand Shed has held up so far.

Mr. Bianchi asked if he needs anything added to his fleet. Mr. Bucklin said no but one of his trucks has been used for carrying mowers, etc. for the Beach crew this summer. He feels it would be better to have the Town purchase a compact truck, in their budget, for this purpose.

Mr. Hill stated that he appreciates all of the work that the Highway Dept. has done at the Old Town Hall. Mr. Bucklin stated that the drain work is done but they ran into a cement slab in the back which runs under the building and did not dare to remove it for fear of causing a problem with the building. Instead, it should be fine as long as leaves and debris is kept clear from that area. He added that there has been a problem with abutting property owners dumping their leaves, etc. to accumulate in this location.

Mr. Bucklin was thanked for coming in to talk with the Committee.

MINUTES OF AUGUST 15, 2014:

The following amendments and clarifications were made:

Page 2, first paragraph, at the end of the 5th line, insert "putting an addition on". Page 3, 4th paragraph, last sentence, when questioned the secretary stated that Mr. Capone suggested removing "and Mr. Capone stated that this creates a problem for marking."

The secretary had given the Chairman some clarifications that Mr. Capone had previously suggested. He read them to himself and said okay and returned them to her. He then called for a motion.

J. Bianchi made a MOTION, second by S. Favorite, to APPROVE THE MINUTES AS AMENDED. The motion CARRIED with 1 abstention.

The following is the list suggested by Mr. Capone:

Page 2, 1st paragraph, 2nd line, delete "although studies show that his department should be near the center of town." and replace with "doesn't necessarily matter where the Police Department it, since most of the time, they respond from cruisers that are already

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MINUTES continued:

out on the road.”. 2nd paragraph, next to last line, change “\$700,000 to \$800,000 “ to read “\$150,000 to 200,000”. Last paragraph, 5th line, replace “peace” with “piece”. 7th line, replace “Its cost is about \$350,000 right now.” With “An addition that includes a sally port would cost about \$350,000. Page 3, OTHER, 1st paragraph, 5th line, delete “added that we have better figures in late October/early November.” and replace with “was not certain when the meeting would be held, but noted that later in the year would be better as we have better numbers then in terms of actual expenses.”.

The committee then looked at the Spreadsheet for 2015:

POLICE: It was felt that we should put in for one cruiser, thought to be around \$44,000. The secretary was asked to contact Police Chief Lewis for an actual cost, as well as a number and cost for radios. A discussion was held as to a Capital Reserve for this and Mr. Hill stated that he felt that this should not be for an annual purchase. Mr. Milbrand felt that if we had a Reserve account, then if a cruiser was not needed yet, the purchase could be delayed until it is needed.

The committee placed a new cruiser for 2015 and pushed the remaining items out a year. Mr. Hill asked about the Police Station and Mr. Bianchi felt that the committee should get something started and show our whole-hearted support. Mr. Favorite thought that \$465,000 is the total cost to refurbish this building to meet regulations. Mr. Bianchi thought that we should add another \$465,000 for whatever we do for the town office. Mr. Hill mentioned that Mr. Bucklin can dig in back of this building for the fill that he needs at the Transfer Station and perhaps the Town Office can be built there. If he runs into ledge, at least there would be more parking lot here.

Mr. Hill asked about radios and Mr. Favorite thought they were going to Motorola but we need the numbers.

Mr. Favorite showed the committee the 3 plans that Corey Johnston did for the Town for what might be done on this piece of property. He also showed a plan that included the sally port, etc. to be added to this building.

FIRE: Mr. Hill asked about the pumper and Mr. Bianchi stated that it is being built and may be ready next March or April. Mr. Hill said that it is for a 7-year lease with \$25,000 in a Reserve account. The Jaws of Life was a subject of discussion and thought that \$40,000 be put away for this and another \$40,000 for the command truck.

HIGHWAY: Mr. Hill stated that we need to show an F-550 for 2015 for \$120,000.

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OTHER: Mr. Favorite asked about the generator that was to have been purchased for this building. No-one seemed to know anything further on this.

NEXT MEETING: The next meeting of the CIP committee is slated for Sept. 16th. Mr. Hill will not be able to attend but stated that he can do the draft write-up for the committee to look at them. He would like to meet again to finalize the plan on September 30th if the room is available. The secretary will check on this.

Mr. Milbrand stated that we should probably be presenting in October. He added that the Budget Committee is to hold one Saturday meeting with all the Departments attending. He was not sure if they wanted the CIP committee in before or after this meeting. Mr. Milbrand will update the Spreadsheet and will send the draft, along with the Budget Committee dates, to the committee.

With no other business before the committee, J. Bianchi made a motion, second by S. Favorite, to adjourn at 8:33p.m. The motion carried.

Respectfully submitted,
Jan Laferriere, recording secretary