

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES
September 30, 2014

APPROVED as amended:
4/21/15__jrl_____

AGENDA: FINALIZE 2015 CAPITAL IMPROVEMENTS PLAN

ATTENDING: David Hill (Chairman), Steve Favorite (Vice Chairman),
Murray Campbell, Joe Lukeman, Don Milbrand

ABSENT: John Bianchi (family issue), Dan Paradis (conflict)

OTHER: Chief Michael Lewis, Michael Capone (Town Manager),
Budget Members: Paul Mangeniello, Bill Cote, Ernie Richards

Meeting opened at 7:00p.m.

MINUTES OF SEPTEMBER 16, 2014

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

CIP WRITE-UP:

Mr. Hill stated that he had a couple of updates: for the Cardiac Monitors - \$18,702.19 or a 5 year lease of \$24,000. For the Dump Truck - \$66,533 payment with debt service of \$59,835.

POLICE:

Cruiser – Mr. Hill asked about a 1-year lease and was told that they do not want a 1-year lease. Chief Lewis prefers the 3-year lease of 3 vehicles. Mr. Favorite stated that this is 1 vehicle versus 3 and that it comes down to mileage. Mr. Hill said that this is 3 vehicles in 3 years and another 3 for a total of 6 in 6 years. We now replace the 5 vehicles in 5 years. Mr. Lukeman explained his theory of leasing 1 a year for 3 years. Chief Lewis said that they do not do that. He added that maintaining a vehicle for the first year is between \$12,000 - \$14,000. The 3 year lease includes maintenance. We have not replaced a vehicle in 28 months.

Mr. Lukeman asked if we would need to replace 3 cruisers by the end of the 3 year lease. Chief Lewis explained that we would own the 3 cruisers for \$1.00. It would keep the dollar figures in line. Mr. Hill asked what we do with the 3 that are replaced. The Chief answered that this is up to the Selectmen. Ford takes them back for up to \$1700.

-2-
CIP Minutes
9/30/14

CIP WRITE-UP continued:

Mr. Milbrand stated that, by not purchasing one last year, this has bothered the bottom-line plan again. We (the CIP committee) are trying to get rid of the lump sum spike. Chief Lewis said that this is reasoning for going with the \$44,000 a year, 3-year lease. When he receives the 3 vehicles, the intent is to keep the best two vehicles and add the 3 new ones to the fleet.

Mr. Cote felt that this would mean that we would never have a vehicle that was more than 3 years old. Chief Lewis corrected him by saying that they would be 6 years old and with a better warrantee. Mr. Richards asked if we would be responsible for a vehicle that got totaled after the \$100,000 warrantee. Chief Lewis stated that our insurance would take care of any accident. Anything mechanical would be our cost after the warrantee. Mr. Lukeman asked if we would get lease value or cash value. Mr. Capone felt that this would have to be worked out. He will check on it.

Mr. Hill asked what we do at the end of the lease and Chief Lewis stated that we would purchase 3 more. He added that, when buying a cruiser from Ford, we order in November based on a town meeting vote in March. They will not do a lease. With the lease option, we order after the town meeting vote. It takes 6 months for a vehicle to be made. Mr. Hill said that, with the lease, one vehicle only has 3 years on it and Chief Lewis explained that it would then become the town vehicle. Mr. Cote asked if this means that we have no more than 5 cruisers and was told that this is correct. Mr. Milbrand added that we then get 6 years out of all 6 vehicles. Mr. Mangeniello said "with a buyout of \$1.00".

The committee felt that it is worth recommending trying the lease of 3 vehicles at \$44,000 a year for 3 years.

Communications Equipment- Mr. Hill asked if there are figures for the radios and was told \$12,660. It was explained that this is for a bay station, repeater, and 1 radio for a car. To replace the tower would be \$100,000. Mr. Milbrand felt that we do not need all of the detail. The Chief was thanked for coming in.

PUBLIC WORKS:

Road Paving – The amount should be changed to \$250,000 like last year.

Vacuum Truck – Mr. Hill stated that Mr. Bucklin uses this truck more than twice a year. To use the sidewalk tractor for the Downtown Square would only be to sweep it into piles and then it would need to be shoveled into a truck. Mr. Favorite asked if it would do the manhole covers and was told that it would not. Mr. Hill stated that Mr. Bucklin just did another rebuild on the motor. He is looking into the possibility of a lease. Mr. Lukeman did not see that shoveling would be a big deal. Mr. Hill asked if we need to suggest a

-3-
CIP Minutes
9/30/14

PUBLIC WORKS, Vacuum Truck continued:

Capital Reserve Fund in case a used one becomes available. Mr. Milbrand stated that we have no room to do so and keep the bottom line. Mr. Hill felt that we should “punt” until it quits. He asked if we should scratch the Highway Capital Reserve for now and the committee agreed that we should. Mr. Milbrand stated that we are already over last year.

Salt and Sand Sheds: Mr. Richards thought that this is all part of the Solid Waste money. Mr. Hill said that Solid Waste is for recycling. Mr. Capone felt that it is not necessarily just that portion; that an argument can be made for re-doing the whole area for improving recycling. The committee agreed to remove these from this year.

FIRE DEPARTMENT:

Chief’s Command Vehicle – Mr. Lukeman was a little uncomfortable with this one. He feels that the cost between Ford and Chevrolet is huge. He looked up the Consumer Report and found that maintenance is comparable. \$33,000 instead of \$50,000 is a lot. Mr. Milbrand and Mr. Favorite agreed. Mr. Hill was more in favor of \$50,000 saying that when you buy for less, it doesn’t last as long. The Board agreed to putting in for \$33,000.

Hydraulic Tools (Jaws of Life) – It was felt that this was fine as is.

Cardiac Monitor (Defibrillator) – for \$18,702.19 or a 5 year lease of \$24,000. Mr. Richards asked if this was for the ambulance and was told that it is as they need one. Mr. Lukeman felt that we would have no-one local to service it if we bought outright. We would also have to pay for the maintenance. As the lease would fall to an amount lower than the CIP committee’s jurisdiction, the committee determined to take this item out of our plan and let them lease one.

TOWN GENERAL:

Town Office Building Space Needs – Mr. Hill explained that this was moved from Police to Town General. Mr. Lukeman felt that the first 3 sentences and then the last 2 sentences are enough. The others agreed.

Backup Generator – leave as is.

Town Building Maintenance Fund – leave as is.

Master Plan Update - \$5,000 is under the required \$10,000 so the committee felt that it should come out of the CIP and be placed in their budget.

Water Street Recreational Facility – At this time, the committee will not be recommending this.

-4-
CIP Minutes
9/30/14

OTHER:

Mr. Milbrand was updating the Spreadsheet as we went over the Write-up. Mr. Hill asked why we have to present it to the Planning Board and Mr. Favorite and Mr. Milbrand explained that we are a subcommittee of the Planning Board. Mr. Hill asked Mr. Milbrand if he would be willing to accompany him to the Planning Board on the 8th and to the Budget Committee on the 13th. Mr. Milbrand will attend.

The committee discussed the bottom line and pointed out the key items that caused the jump like the debt items voted last year. Mr. Hill asked if it was necessary to re-write the introduction again as it does not change. It was felt that this could be dropped.

Mr. Mangeniello asked if the Budget Committee could see this prior to the meeting on the 13th. Mr. Hill will send his write-up to Mr. Milbrand who will e-mail them and the Spreadsheet to the Town Administrator or the CIP secretary for further distribution. The secretary was asked to place the CIP first on the 8th and she explained that this would be up to the Chairman, who can move the agenda around.

With no other business before the committee, S. Favorite made a motion, second by J. Lukeman, to adjourn at 8:15 p.m.

Respectfully submitted,
Jan Laferriere, recording secretary