

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES  
August 18, 2015

APPROVED as amended: 8/25/15 jrl\_\_\_\_\_

AGENDA: WORKSHOP – 2016 PLAN

ATTEND: Don Milbrand (Chairman), Steve Favorite (Vice-Chairman), Bill Cote,  
David Hill, Joe Lukeman, Dan Paradis

ABSENT: John Bianchi

OTHER: Michael Capone (Town Administrator). Steve Yannuzzi (Fire Chief)

The meeting opened at 7:05p.m.

MINUTES OF JULY 21, 2015:

The following amendments and clarifications were made:

Page 1, last paragraph, 1<sup>st</sup> line, replace “6 wheel” with “1 ton”. Page 2, 2<sup>nd</sup> paragraph, 3<sup>rd</sup> line, delete “and there is money to be paid on several options done by an architectural staff.” and replace with “of the land and buildings. There are other construction and renovation options under discussion as well.” 4<sup>th</sup> paragraph, 4<sup>th</sup> line, replace “opened up again” with “renovated”. 5<sup>th</sup> line, replace “designated” with “reclaimed” and delete “needs a bit more room as does” and replace with “could expand as would”. 5<sup>th</sup> paragraph, 2<sup>nd</sup> line, delete “is being done on drainage. NLRA is looking into a grant” and replace with “grant application is being submitted by NLRA to look at constructing drainage swales near Avery-Crouse Beach.” 6<sup>th</sup> paragraph, 6<sup>th</sup> line, insert “Wetland and” before “Shoreland”. Page 3, correct page number from “-2-“ to “-3-“.

J. Lukeman made a motion, second by S. Favorite, to approve the minutes of July 21, 2015 as amended. The motion carried. Mr. Milbrand is still to do the minutes from May and we may still need to approve the April minutes (secretary was away in May).

WORKSHOP:

FIRE DEPARTMENT: Chief Yannuzzi stated that we need to replace the radio communication tower on Hemphill Road. It presently consists of 2 deteriorating telephone poles with cross members. The Lakes Region Mutual Aid System is willing to help. They are doing microwave links and want a microwave disk added. They are also doing the engineering study for an 80’ mono-pole for this site. Chief Yannuzzi and Christina Goodwin (Assessing office) are researching the easement. Right now, the tower is half in the right-of-way and half on the Carlson property. This tower was primarily for the Police.

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FIRE DEPT. continued:

The estimated cost of the new tower is \$50,000. and would be split 50-50 between the town and Lakes Region Mutual Aid. It will probably be a warrant article and would only be used for emergency and town services.

Mr. Milbrand asked if they want this for 2016. Chief Yannuzzi was not sure that the engineering will be done in time or if it will have to be 2017. Mr. Cote asked if the height increase is for site and was told that it is. Lakes Region Mutual Aid will do all of the work. Bristol's existing radio equipment will be okay with the new tower. Mr. Hill suggested that the committee recommend this for 2016 and push it back if it is needed. Mr. Favorite asked if it would be used by Alexandria and was told that it helps other towns as it hits Tenney Mountain but it covers Bristol best. Mr. Hill asked if this should come under the Fire Dept. or under Town General. It was felt that it should be under Town General. Everyone agreed. Chief Yannuzzi added that they will be looking at various heights to determine which works best. Mr. Milbrand asked if Lakes Region will be paying for the study and was told that they will. The Chief added that there are 4 radios: Fire, Police, Town, and Lakes Region. Mr. Milbrand thanked the Chief for bringing this in to the committee.

Chief Yannuzzi stated that his heavy equipment needs are all set. Engine 2 is the oldest. As to the hydraulic equipment, he said that the Fire Dept. was able to get electronic-demonstrator units with only 6-7 hours use on them. With the \$49,000, they were able to upgrade the old set with new stuff so these are all set. Ambulance #2 is a 2006 with 120,000-130,000 miles. It was destined to be replaced in 2016 but they may wait another year (2017). They are looking into the possibility of doing a re-chassis as the EMT's like the one we have. The new ambulances will have all the new equipment included as this is the most cost efficient way to go. They have a grant for the town office generator and have up to Sept., 2016 to use it. The new command car is to be delivered Sept. 7<sup>th</sup>.

Mr. Hill asked about the Forestry truck. Mr. Capone answered that the truck that was to replace it has a bent rod and the engine may be gone. Chief Yannuzzi added that this was the truck that they were to get from the Highway Dept. Mr. Lukeman said that there was a vapor lock caused by a leak in the block. This is now a wait and see.

D. Hill made a MOTION, second by S. Favorite, to PLACE THE TOWER PROJECT ON TOWN GENERAL FOR 2016 AT A COST OF \$50,000 IN A 50-50 SPLIT. The motion CARRIED.

OTHER:

The Police Chief had submitted a request for Watch Guard Body Cameras; 12 for \$1,000. each.

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WORKSHOP OTHER continued:

Mr. Hill stated that he will write up the descriptions for the 2016 requests. It was noted that the 550 truck (line item #17) has a Dec. 1<sup>st</sup> delivery date. Line item #18, 550 is the truck due for purchase in 2017. Line item #16 is the truck we just got.

It was noted that the bottom line is #63 and we are pretty even for most of the years. Mr. Paradis asked about the Master Plan. Mr. Capone felt that it probably needs a warrant article; the Planning Board should discuss this. Mr. Hill stated that this should be in the operating account as it is less than \$10,000. The committee agreed and it was removed from our work sheet.

It was felt that we should ask the Police Chief in to our next meeting to discuss the cameras. Also, the Highway Dept. A discussion was held with the feeling that a Capital Reserve would be most beneficial in this Dept. so that they could take advantage of good used equipment as it comes available.

WORKSHEET:

FIRE: Already discussed.

TOWN GENERAL: Add \$50,000, with an offset of \$25,000 for the tower, and we should look at Town Building Maintenance.

Mr. Hill suggested \$150,000 for Space Needs. Mr. Favorite felt that we have got to commit sooner or later. A discussion was held as to whether or not test borings were done to the land behind the town office building and it was felt that they just put a rod in to check it. In 2008, \$750,000 was thought to be needed just for the Police (no town office) with \$1-2 million for site work. It was thought to be a \$2.2 - \$2.3million project. The committee agreed to leave this to the Selectmen for now until there is more information.

Mr. Capone suggested that they might want to look at the first section of the Pemi-trail. The entire trail is thought to be about \$251,389.00. The engineering and permitting is \$26,000. With possible volunteers, we might be able to lower the portion after the bridge and fill part.

J. Lukeman made a MOTION, second by S. Favorite, to PLACE \$26,000 FOR THE ENGINEERING STUDY AND PERMITTING IN 2016 AND THEN PLACE AN ANNUAL AMOUNT TO CONTINUE THE PROJECT. The motion CARRIED.

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WORKSHEET continued:

Mr. Capone stated that the bridge repair is estimated at \$60,000. Mr. Lukeman suggested placing this amount the second year (2017) and then \$26,000 a year thereafter until it is complete. Mr. Capone stated that, if the town votes to do the first part, there may be grants available. A discussion followed. Mr. Milbrand suggested 4 years of \$60,000 with a 50-50 grant appropriation and/or volunteers.

Mr. Milbrand stated that we have a total of #395,000 for 2016 and \$549,000 for 2017. Mr. Hill thought that we might start a Capital Reserve account for Highway to even this out. Mr. Lukeman felt that we need to find out if the front end loader is needed. Mr. Milbrand feels that each Dept. needs a Capital Reserve account. Mr. Lukeman added that the Highway could use it best as it would allow them to be able to purchase used when it comes available and sometimes equipment could be extended knowing that there is money available if it should fail. The equipment could then be run into the ground first.

COMMUNICATIONS: None.

With no other business before the committee, S. Favorite made a motion, second by D. Hill, to adjourn at 8:45p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary