

Capital Improvement Planning Committee
Minutes of Meeting - January 17, 2012

Present: Bernie Kubiak, Mary Stokarski, Tom Clark, Carolyn Shores Ness, Roger Sadoski, Jr
Shawn Patterson
Absent: Ken Cuddeback, David Rohrs

Bucket loader - The meeting began with a discussion about a tractor/mower/bucket backhoe for the Highway Dept. The new Highway Director, Shawn Patterson made the case that this piece of equipment would be important in increasing the projects that the Town's crew could do itself, rather than subbing work out to contractors. Mr. Kubiak proposed borrowing money from the stabilization fund and then replacing it, rather than financing it. It would save several thousand dollars. He was reminded that use of Stabilization funds requires 2/3rds vote.

Police Cruiser - The Police will be ordering the cruiser budgeted for in FY'12. He will order a Crown Vic. The next time a cruiser is replaced (FY'13) it will likely be an Explorer, as the Crown Vic will no longer be available

Ambulance stretcher - The Power stretcher for the ambulance has been ordered.

Office items - Replacing/updating office computers is in progress. Off-site back-up storage needs to be arranged. A/C work has not been scheduled. Carpet has not been scheduled. The \$2,500 budgeted for computers/software may not be needed.

Treatment Plants - Mr. Kubiak said he needs to check with Don re: grit removal.

Schools – There are requests for: 1) \$10,000 for engineering design for roof,
2) \$60,000 for generator,
3) \$35,000 for replacement of elementary front door
Mr. Kubiak thinks energy resource funds can be used for the door.
A question was asked about security system

Mr. Kubiak led a discussion about using Chapter 90 money to purchase a backhoe. Mr. Patterson supported this by stating he plans to take on some drainage work (opening ditches and cleaning plugged culverts) rather than sub it out. It's work the crew can do using a backhoe. His research indicates that about \$33,000/ yr is spent on rental equipment. Currently there are surplus funds – some saved in past to be used toward equipping the new highway garage. Someone commented that Hap didn't think the Town needed a backhoe, but he's not here now.

There is Chapter 90 money which hasn't been spent; \$390,417 is coming. Use of some Chapter 90 money to purchase the backhoe would not delay road work.

Ms. Ness commented there's a lot of work to be done. She was sure the \$33,000 will increase this year. She further said Mr. Patterson is working on dividing the town into sub-watershed areas. There is a need to track down where work is needed in that may be in wetlands and determine if permits are needed from the Conservation Commission. She plans to work with

NRCS to get assistance for persons in the private sector to clear ditches. She plans to invite Rita, and Debbie ride around with her and Mr. Patterson to view the situation.

Mr. Kubiak sees this initiative as an opportunity to catch-up, buy equipment, etc. HKT will meet with Mr. Patterson & Ms. Clarke on the 23rd to move the process of building a new highway garage forward.

Ms. Ness said there have been four declared events. The Town will be reimbursed at 15% of expenses incurred. Mr. Patterson is on top of the curve and he needs to be allowed to continue. He will be working on a pavement management plan and a culvert inventory. These are useful tools for managing and planning highways.

Mr. Kubiak reported that the sewer line in Old Deerfield is done. The contractor, Baltazar has requested additional funds for unexpected expenses due to weather and other surprises. Finding a mismarked power line was certainly a surprise that Baltazar will have to take up with WMECO. The existing sewer line was not where the deeds say it is supposed to be. Some negotiation will be needed to arrive at a final figure.

A meeting will be posted for next week.

Respectfully submitted,
Priscilla Phelps