Town of Farmington
Capital Improvements Committee Meeting
Wednesday, June 3, 2015

**Committee Members Present:**Paula Proulx, Chairman
Ann Titus
Arthur Capello
Martin Laferte

**Committee Members Absent:**Sam Cataldo, excused
Joe Pitre
Charles Doke

**1). Call to Order:**Chairman Proulx called the meeting to order at 6 p.m.

**2). Pledge of Allegiance:**All present stood for the Pledge of Allegiance.

**3). Review of Minutes:***April 1, 2015*- Amend the minutes to reflect that Superintendent Steve Welford arrived at the meeting at approximately 6:30 p.m. enabling the committee to reach a quorum and conduct a regular meeting. Also amend to show the committee then reviewed the information provided by the Town Administrator.
**Motion:** (Titus, second Laferte) to approve the minutes as amended passed 3-0-1 (Capello-abstained).
*May 6, 2015*- Amend to show the committee reached a quorum at 6:20 p.m. with the arrival of Ann Titus.
**Motion:** (Titus, second Laferte) to approve the minutes as amended passed 3-0-1 (Capello- abstained).

 **4). Review CIP Layout:**Members reviewed the draft CIP breakdown compiled by the former Town Administrator Keith Trefethen. Discussion included bridge construction, purchase of heavy equipment for
the Highway Department and vehicles for the Police, Ambulance and Recreation Departments.
*Bridge Construction*- The layout depicts six bridges scheduled for repair or reconstruction, one each year from 2020 to 2025. Members discussed which bridges remain on the state’s “Red List” of structurally deficient bridges, paying the town’s 20% share of the cost by bond, getting assurance from the state that their share of the costs has been funded, the costs to be appropriated and the order of bridges to be repaired. Chairman Proulx will contact Public Works Director Dale Sprague to find out the current status of bridges in town and his recommendations on repair costs and funding.
*Heavy Equipment-Highway-* The sheet shows a suggested schedule for purchase of highway equipment as follows: 10 wheelers every 20 years, six wheel dump truck every 30 years, light duty vehicles every 15 years, heavy equipment every 35 years and various replacement for other vehicles. Discussion included life span of the vehicles; possible lease-purchase of highway department equipment, validity of the purchase prices listed and if the future cost figures were adjusted for inflation. Mr. Capello cited two examples of questionable price quotes on the list; the proposed purchase of an ambulance in 2016 for $150,000 when the last ambulance purchase cost $180,000, proposed future purchase of a fire engine for $450,000 when the Town of Gilmanton will pay $464,000 for their recent purchase of an engine. Chairman Proulx will ask Interim Fire Chief James Reinert to provide a price estimate for an ambulance.
*Police Department*- Members reviewed the list which includes the existing fleet of Police vehicles and the proposed future replacement purchases. The draft plan calls for the purchase of 9 cruisers between 2017 and 2030 and members noted that there is a Capital Reserve fund that is funded through detail work set aside for the purchase of cruisers. Consensus of the committee was to remove the page from the plan.
*Public Safety Building*- This page shows a plan to borrow $2 million for 20 years for the construction of a Public Safety Building. Trefethen used the phrase “Level Principle at 4.4990%”. Members were not sure of the meaning of the phrase and questioned if the figure represents a fixed interest rate. Mr. Capello suggested this item be paid by bonding and moved to the long term debt category.
*Recreation Department-* The existing fleet for the dept. consists of a 2001 GMC Thomas Bus and a 2004 15-passenger van. Trefethen suggested the vehicles be replaced every 15 years and that the transportation needs of the dept. can be accomplished with 15-passenger vans. Mrs. Titus questioned the need for 15-passenger vans when at a recent Budget Committee meeting, Rec. Dept. Director Rick Conway told that committee that most of the senior trips were attended by four to seven people and that the dept. rents buses from the school district for the children’s trips. Mr. Capello suggested that not all of the money for new vehicles should come from taxpayers and that the Rec. Dept. should contribute to their purchase as well.
After some additional discussion, members said they were not confident of the present and future cost figures stated on the proposed plan. They decided to disburse the draft CIP breakdown to department heads for their suggestions on future needs for their departments and the projected costs of the items.
**Past History of Budgeted Expenditures-** Members reviewed this spreadsheet which includes expenditures for all town departments from 2004 to 2015. It also includes payments of principle and interest for long term debt as well as to the Special and Capital Reserve funds. Mr. Laferte asked why the sheet shows $10,000 expended for bridge work in 2011, but only $6,000 expended for that purpose from 2013 to 2015 and questioned where the other $4,000 went. Chairman Proulx explained that the bridge was repaired in 2012 and was dropped from the bridge list. Selectmen then decided to continue saving for the next bridge repair, but reduced the amount to $6,000 she said.
Mr. Capello asked what the $60,000 listed under “Other” was spent for in 2013. Chairman Proulx said she did not know and will provide an answer at the next meeting.

**Motion:** (Titus, second Proulx) to eliminate the Police Department cruisers from the Capital Improvement Plan and move the Public Safety Building to the Long Term Debt category of the plan passed 4-0.

**5). Any Other Business:***A). Next Meeting*- Members discussed changing the meeting night due to conflicting schedules. After some discussion they decided to change the meeting to Thursday nights beginning in July. The next meeting is scheduled for Thursday, July 2, 2015 at 6 p.m. in the Municipal Building.*B). 2015 Meeting Schedule-* Members also discussed a schedule for completing the CIP. Members decided to meet monthly through October and hold two meetings in November in order to have the plan completed in time for budget season. *C). Next Meeting Agenda-*1). Call to Order2).Pledge of Allegiance3). Review Minutes4). Review CIP Layout5).Any Other Business6). Adjournment

**6). Adjournment:**

**Motion:** (Laferte, second Titus) to adjourn the meeting passed 4-0 at 7:10 p.m.

Respectively submitted,
Kathleen Magoon
Recording Secretary