Town of Farmington
Capital Improvement Plan Committee Meeting
Thursday, July 2, 2015

**Committee Members Present:**
Paula Proulx, Chairman
Ann Titus
Sam Cataldo
Joe Pitre, School Board Rep.
Arthur Capello

**Committee Members Absent:**Martin Laferte, Planning Board Rep. (excused)
Steve Welford, Superintendent (excused)
Charles Doke, Planning Board Alt.

**Others Present:**
Rick Conway, Recreation Dept. Director

**1). Call the Meeting to Order:**Chairman Proulx called the meeting to order at 6:10 p.m.

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

**3). Review Minutes:***June 3, 2015*- Motion:(Titus, second Capello)to approve the minutes as written passed 4-0-1(Joe Pitre abstained).

**4) Review CIP Layout with Dept. Head Responses:**
***A). Recreation Department*-** Director Rick Conway told the committee funds were withdrawn from the Capital Reserve Fund to purchase a van five years ago and were not replenished because the funding request was removed from the budget by the former Town Administrator during the yearly budget process.
Conway said he was concerned about a statement on the CIP Layout that says “Transportation needs of the department can be accomplished with 15 passenger vans.” He said the statement was made by the former Town Administrator and does not reflect his opinion. Although a van may be somewhat cheaper to purchase than a bus, it does not meet the dept.’s needs when transporting seniors due to its lack of accessibility. He added that the vehicle must have individual seating to accommodate adults of all shapes and sizes, have wider aisles and steps closer to the ground.
Conway said the 2001 Thomas bus is not expected to pass inspection in 2016 and plans are to replace it with a used bus at a cost of about $50,000 to $60,000. Members asked him to provide a list of the necessary repairs to the bus, a cost estimate for the repairs and an estimate as to how many more years of use the department may get out of the vehicle once repaired.
Discussion included how much use the bus gets on a monthly basis, not restricting seniors with mobility issues from trips, updating the CIP spreadsheet appropriations and the life expectancy of the vehicles.
**Motion:** (Cataldo, second Pitre) to reduce the CIP appropriation from the current $17,500 to $4,000 across the board passed unanimously.
Chairman Proulx noted the CIP is a “living document” which can be changed from year to year if needed.

***B). Police Department-***Previously, members discussed removing cruisers from the CIP as they are funded through the Police Special Detail Fund. In an e-mail to the Selectmen’s Secretary, Police Chief Jay Drury said he did not see anything else that should be included in the plan for the department. Discussion included how to fund emergency expenses, what items are included in the operational budget, and whether to keep $1.00 in the line to allow for future spending if needed.
**Motion:** (Capello, second Cataldo) to reduce the Police Dept. CIP funding to zero passed unanimously.

***C). Fire Dept.-*** Discussion included Deputy Chief Reinert’s suggestion that a separate account be started for air pack replacement, how many air packs the dept. has, how many people are on the dept. roster, replacing a certain number of packs each year, the number of people that would go in at a fire, what level of qualification does a responder need to go into a fire and how many air packs does the dept. actually need. Town Administrator Capello said he will discuss the matter with the Chief and report his findings at the next meeting.
**Motion:** (Capello, second Titus) to table the Fire Dept. discussion passed 5-0.
 ***D). Public Works Department-*** Chairman Proulx told the committee that Director Dale Sprague had expressed concerns that in the past, after spending the time to come up with recommendations for Public Works Dept. Capital expenses, the Board of Selectmen did not take his recommendations and wondered how seriously the committee is in trying to get the plan passed. He said the Highway Dept. CIP needs to be completely re-done, but would like to discuss the matter before doing the work Proulx said.
*1). Bridges and Roads*- Members discussed the bridge reconstruction plan set forth by the former Town Administrator and said it seems aggressive dollar-wise. The committee said they would like Sprague to look at the plan and give his opinions about the status of the bridges on the list, if any of the bridges are on the state aid list and suggest a realistic replacement schedule. Discussion also included if enough repair work could be done to any of the bridges to get them removed from the list. Chairman Proulx said she would ask Sprague to provide answers to the committee and/or attend a meeting to discuss his answers.
*2). Water and Sewer*- Chairman Proulx noted that the dept. has received a grant for a one-ton truck with a sander and plow. Members discussed the vehicle replacement schedule, cost estimates, funding source for the Enterprise Fund and if a Capital Reserve Fund is needed for the Water and Sewer Dept.
*3). Heavy Equipment Highway-* Members determined more information is needed on the following issues: produce a list of mileage/hours of use for the present vehicles, life expectancy of the vehicles, replacement cost for each vehicle and if there are any vehicles that don’t need to be replaced.
 ***E). Public Safety Building***- Town Administrator Capello said that Selectmen have undertaken an aggressive schedule to try to have a proposal for a new Public Safety Building ready for the 2016 Town Meeting. He said Groen Builders have proposed to construct the building for approximately $2.1 million and the board must now take the next steps regarding the bond process, site selection and cost estimates for the pre-construction work. He said the board should have more information within the next month.
**Motion:** (Cataldo, second Capello) to table the Public Safety Building discussion until more information is received passed unanimously.

**5). Any Other Business:**
*A). Next Meeting*- Thursday, August 6, 2015 at 6:00 p.m.
*B). Agenda for the next meeting*- Call to Order, Pledge of Allegiance, Review the Minutes, Review the CIP Layout with Dept. Head Responses, Any Other Business and Adjournment.

**6). Adjournment:**
**Motion:** (Capello, second Titus) to adjourn the meeting passed 5-0 at 7:55 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary