

Town of Farmington  
Capital Improvement Plan Committee  
Thursday, September 3, 2015

**Committee Members Present:**

Paula Proulx, Selectmen's Rep., Chairman  
Ann Titus  
Joe Pitre, School Board Rep.  
Arthur Capello, Town Administrator  
Martin Laferte, Planning Board Rep.  
Steve Welford, Superintendent (6:25 p.m.)

**Committee Members Absent:**

Sam Cataldo

**Town Staff Present:**

Fire Chief James Reinert  
Public Works Director Dale Sprague

**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:**

August 6, 2015-

**Motion:** (Titus, second Laferte) to approve the minutes as written passed 4-0-2 (Pitre abstained, Welford late arrival).

**4). Review CIP Requests with Public Works Director and Fire Chief:**

*A). Fire Department-* Fire Chief James Reinert came before the committee to discuss future capital purchases for the fire/ambulance depts. Discussion included replacement of air pacs, setting aside funds to replace an ambulance, Engine One and a utility vehicle, availability and qualifications for matching grants, how many air pacs are needed, brands of air pacs and interchangeable parts among the brands and other towns for mutual aid situations, lease purchase of vehicles and equipment, replacement of the air compressor, what equipment can be included in the purchase price of the new Public Safety Building and possibly setting up a Capital Reserve Fund to replace the air pacs and how to fund it. Members asked the Chief to provide more information on the maximum amount of money that can be set aside without disqualifying the dept. for grants, the top three brands of air pacs with pricing information, sources of revenues such as savings from the new ComStar/Anthem agreements and ambulance revenues.

*B). Public Works Department-* Public Works Director Dale Sprague told the committee he has reservations about this process as he has gone through it several times only to have his efforts go

nowhere. He said he did not want to spend hours compiling information for the committee until he sees some commitment to the plan. He did agree to assist the committee in answering their questions as best he could.

Chairman Proulx asked Sprague for an update on any bridges in town that are included on the state's "Red List" and availability of bridge aid. He said he has not received any information from the state recently and the town has not received any bridge aid for the last few years. Member Joe Pitre said the state bridge aid has been funded at the same level as last year and added there is a new agricultural aid fund that could be used for rural municipal projects that the town should look into.

Sprague said he will contact the DOT to determine where Farmington stands in queue for bridge aid and get answers for the next meeting. He suggested the town return to setting aside the town's 20% of the bridge repair costs.

Discussion also included estimated vehicle life, depreciation, asset management and developing a plan that would be palatable to Selectmen, Budget Committee and residents. Sprague suggested the committee consider a plan to divide the cost of replacing a vehicle over 15 years and set that amount aside each year. If this was done for all capital replacements and purchases there would be a fund available should something unexpected happen requiring the replacement of a vehicle or equipment. Chairman Proulx requested Sprague provide a breakdown of existing vehicles with a depreciation and replacement schedule. Town Administrator Arthur Capello said he will work with Sprague to provide the requested information for the next meeting.

#### **5). Review Updates:**

Bonds- Mr. Capello reported he obtained a guide to bond payments for the proposed Public Safety Building. He said the total bond amount needed for the building has not been finalized and the 15 year and 20 year rundown of suggested payments has yet to be reviewed by Selectmen. Member Pitre suggested Selectmen consider renegotiating all of the town's present bonds. Capello said there are presently two true bonds owed by the town and that the other debts are loans. Welford said depending on interest rates at the time, Selectmen could look at consolidating the town's debt to see if there would be any savings by buying a new bond to pay off old debt. He suggested the town try to save money by taking out a bond for fewer years to reduce the total pay back amount over time, but cautioned that there would be new fees to pay with a new bond and some agreements may have hidden fees.

Capital Reserve Accounts- Capello said information provided regarding the Capital Reserve Accounts is only a guide to what is there as the approved expenditures have not been transferred.

**6).The Final Stretch-** Members discussed the final upcoming steps to completing the plan and presentation to Selectmen. Discussion included identifying funding sources for purchases, prioritizing/staggering purchases, and the need for a purchase and when it is needed. Mr. Welford suggested the presentation include a narrative to explain and help sell the plan. He said this is a good time to approve a Public Safety Building as the town has a relatively low level of indebtedness and the School District will not be seeking to fund any major projects or purchases at this time. He noted that within the next eight to ten years the School District will be planning to demolish the existing add-ons to the Henry Wilson Middle School and construct a new addition to the school. He suggested Selectmen

look at a 15 year bond for the Public Safety Building if possible so the bond will be close to being paid off when the School District may need to take out a bond for the school addition.

**7). Next Meeting:** Thursday, October 1, 2015 at 6 p.m.

The agenda will include Call to Order, Pledge of Allegiance, Review of Minutes, Updates from the Public Works and Fire Departments, Any Other Updates and Any Other Business.

**8). Adjournment:**

**Motion:** (Laferte, second Capello) to adjourn the meeting passed 6-0 at 7:30 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary