

**Official
As of 11/16/10**

**CAPITAL IMPROVEMENT PROGRAM (CIP)
COMMITTEE MEETING
MINUTES**

November 2, 2010

**HOOKSETT MUNICIPAL BUILDING
35 MAIN STREET
(2nd floor room 204)**

CALL TO ORDER

Chair R. Duhaime called the meeting to order at 6:18pm.

ATTENDANCE

Robert Duhaime, Marc Miville, and Nancy VanScoy.
Excused: Jack Mudge, and Dana Argo.

REPRESENTING TOWN OF HOOKSETT

Christine Soucie, Finance Director

Approval of Minutes for 10-26-10

N. VanScoy motioned to approve the minutes of 10/26/10 with edits by M. Miville.

Seconded by M. Miville.

Vote unanimously in favor.

R. Duhaime: John Pieroni is not a member of the CIP Committee 2011-2012. Steed Celio was appointed by the Planning Board to the CIP Committee 2011-2012 effective 11/16/10.

BUSINESS

Dean Jore, Asst. Fire Chief: There are two items I would like to address this evening. Beyond that, I can address if there is something you want me to. It is a plan.

R. Duhaime: Yes a 6 yr plan. Several years ago you were signing new leases every year. Last year was the first time for a 6 yr plan.

D. Jore: I questioned why are they doing leases instead of the CIP process? That is one way of doing it. Times are tougher and they don't want to put aside funds for leases.

R. Duhaime: Chief Williams was told prior by the Council to lease.

D. Jore: The request from **Fire** is for #14 SCBA Replacement Capital Reserve Fund. Last year it was not funded. We typically have \$20,000 per year set aside. When we talk air tanks, it is two pieces of equipment. You might hear us say 35 airpacks and 75 bottles. Airpacks have bottles as well and bottles are what the air goes in. There is more cost for the airpacks vs. bottles (compressed air 30 minute bottles and 8 longer one hour bottles for hazmat and rescue).

R. Duhaime: Each fire fighter has his own SCBA.

D. Jore: Has his own face piece for exposure control.

R. Duhaime: You can switch other parts?

D. Jore: There is a clear plastic face piece. It has a low-pressure regulator that vibrates and this connects into the pack. They have a 15 yr replacement cycle. Standards change and that allows us to stay current. We last purchased them in 2005 and they are still quality packs. We want to update to readily know air is in the tanks. There is a personal alert system; if a fire fighter is non-movement for 15 seconds it chirps. It is designed for a full alert after that should a fire fighter become unconscious.

R. Duhaime: Christine, wasn't that funded last year?

M. Miville: The Council took it out.

R. Duhaime: The line items that were bumped from last year's CIP, have now been upped in dollars this year to make up for last year..

C. Soucie: The revaluation we bumped up, but the SCBA packs we have 10 yrs. 2005 \$10,000 to replace, now may need a bit more and why are stayed with \$20,000.

M. Miville: Chief Williams was asked last year if he were to cut anything on his list, and he said this could go because we have 15 yrs to catch up on this.

N. VanScoy: Last year was the first year it was not funded.

D. Jore: Correct. When bought in 2005, we had money there to purchase that.

M. Miville: In 15 years, there are different and new safety features.

D. Jore: Materials used so far included steel, aluminum, and composite wrapped metal. In 10 years who knows what it will be made out of; smaller and lighter for bottles. Ours are 4,500-pound packs and good for 30 minutes. If a fire fighter is a good breather it could last 45 minutes.

M. Miville: You have 75 cylinders now? What do you go through?

D. Jore: We have 75 cylinders that we can refill. Every 5-7 yrs they are hydrostatically tested to meet specs to refill for safety. There is a cost to refill, but that is for safety. For every pack you have you need a spare bottle.

D. Jore: The request from **Fire** is for **#8 Tanker #3 Cost \$375,000**. It is a 1990 model E1 manufacturer originally cost \$117,000 w/1,500 gallons of water (small). At the 20 yr mark it is a secondary piece. That is the NFPA standard when you put it in reserve. We want to replace it with a 2,500-gallon tanker. We only have one tanker in fleet (1990). We order pumpers with big tanks of water (1,000 gallon minimum); we don't have the manpower. Hooksett has a lot of unhydranted districts, and we are talking about populated areas as well. Showed map of water districts with hydrants (solid color), the striped area are water districts unhydranted. The Town needs to address fire protection needs. 30,000-gallon cisterns are underground. The problem with that is you need to deliver water. If a lot is within 1,000 ft you pump down to the next truck. If further apart you pump from the cistern into the tanker. The tanker shuttle the work pretty well. Get water on the fire quickly.

R. Duhaime: What was the length of the fatal fire on Hackett Hill Rd.?

D. Jore: 2,300 ft.; a lot of hose was laid out. After 1,000 ft is laid, you need to keep the pressure up.

R. Duhaime: If you had the tanker up the hill the pressure would go down the hill. With that fire you had to pump water up hill.

D. Jore: Addressing through cisterns is cost effective. The guys would rather see hydrants. 4-6 minutes is our average arrival time. There is quite a big area in Hooksett unhydranted. The tanker we have is 20 yrs old. A new one would be for larger gallons, and be a specific piece of equipment with specific mission. This is a generic tanker. In wintertime there is freezing around the valves. If there is a fire in a hydranted district, the engines role out. If fire in a more rural district, we bring the tanker along. Tankers don't carry all the equipment that engines have.

C. Soucie: What will you do with tanker #3?

M. Miville: Your spreading it out for 6 yrs. Are we leasing now and paying in 6 yr.?

C. Soucie: It is a 7 yr lease.

M. Miville: How long can tanker #3 last?

D. Jore: It is mechanically sound; 51,700 miles and 3,654 hrs.

M. Miville: Is 51,700 miles average for this 1990 model and the hours average?

D. Jore: For a 20 yr old vehicle, this is probably low. At the site we move the transmission from road to pump, but the hour meter continue to go.

M. Miville: The miles are low, and the hours are low.

D. Jore: The majority of the time it doesn't roll on call. The majority of our calls are medical. We used to send out our engines for medical, but now we have an ambulance. E1 is a fire truck company out of Florida. Currently 3 people could go in the cab. The proposed would hold 4. NFPA standard for other apparatus goes into reserve. We need something to bring more water to fires to address Hooksett's rural needs.

M. Miville: I am looking at the whole CIP plan to see if it could last a few years and maybe could be pushed up one more year.

R. Duhaime: Fire apparatus funds, if always replacing expensive vehicles, someone should have made a 20 yr plan and they would have never leased. Do you know why Carol didn't want to do that?

C. Soucie: Because they needed it this year. Lease this year, and then establish a reserve for vehicles needed in the next year. Then the reserve account is where they would get their vehicles.

R. Duhaime: We need a plan (i.e. conservation).

D. Jore: Every year we have been bumping out tanker #3.

R. Duhaime: The Fire Dept. does keep a good job maintaining their equipment. Do we keep an engine for 20 yrs or write off sooner to recap the funds?

D. Jore: \$30,000-40,000 1992 hose wagon at the DPW. We couldn't get enough funds at auction. It will serve some function. Car 4 & 5 1999 Chevy Tahoe will be replaced with old police cruisers. Normally when we get a vehicle from police it is nearing 100,000 miles. 1953 forestry #3 is to go off-road. It is not designed with seatbelts. The replacement cost now a days for this item is specialized for safety.

R. Duhaime: Lets say approved for next 5 yrs then some years no funds and some years more funds. If you have a plan, even if there are shortcomings, you have enough funds to buy the vehicle.

D. Jore: I agree. I don't know that we expect to appropriate \$225,000 for a forestry vehicle. To replace a vehicle of this type, but we should put away "X" amount of dollars. I don't know what a unimog goes for. \$180,000 a few years ago was the estimate by Harold Murray.

M. Miville: Is \$225,000 the high range?

D. Jore: Yes.

R. Duhaime: Even if you got this new tanker, which one needs to be prioritized?

D. Jore: The Chiefs and I talk apparatus. What we have is newer and some staggered. Engine #2 is a 1998. Our pump is being rebuilt for \$10,000; half of our maintenance line item. A tanker last 10 yrs, but CIP keeps saying "can you wait another year". It has always been something we want to have a plan in place.

R. Duhaime: Since 2000 you have had tanker #3 as a CIP request.

M. Miville: And now 10 yrs later you hoped you would have the money.

D. Jore: That is why some years you purchase and some you lease.

D. Jore: The request from **Fire** #10 Boat #1. It is a 1988 fishing boat bought by Green's Marine. It is not a rescue boat. We have a rescue boat that was donated. The fishing boat is not for rescues, because it is hard to get someone into the boat. The other boat is a 2005 and it is 1 ½ ft off the water so we can get them into the boat. For fire fighting, we could use the fishing boat. Our guys were out on the water Saturday night for a rescue. The age of boat #1 is not the issue, it was the design.

M. Miville: We discussed with Carol that boats are a good example not to put in the CIP.

C. Soucie: It is not \$50,000 and doesn't have wheels.

R. Duhaime: Forestry fund?

C. Soucie: Carol recommended Fire Apparatus Capital Reserve for the forestry truck and engines.

R. Duhaime: Is there a separate forestry fund and a separate apparatus fund?

C. Soucie: No it is one fund. You might have to change the name. I don't know how a boat would be a fire apparatus.

D. Jore: Those are the highlights up to 2015, beyond that I would certainly answer any questions and explain our needs. Other CIP items include **#15 Construct Station off of Rte 3A at Exit 10** (new station #3), and new engine for that station. In this economy, how much do we set aside for a building that is not there. We are trying to keep two stations open. The 2005 & 2006 fire engines, I can tell you what the safety standards are. There is a 3% cost increase per year, but it is a tough sell to the Town in this economy.

R. Duhaime: The sooner you start asking \$10,000, it is not as bad as a larger amount.

D. Jore: 10 yr span or 20 yr? 2012-2013 engine has a 3,4,5 replacement spread out 10,15,20 yrs. At least we can say here is our plan and we did ask for it.

R. Duhaime: For good planning, I don't care about a 20 yr plan, I care the next 6 yrs it is funded.

C. Soucie: The ambulances are 1 & 2 yrs old and have a 10-15 yr replacement. Think now what is needed to be replaced.

D. Jore: Ambulances are more 7-8 yr vehicles.

R. Duhaime: Depending on how long this recession holds on, the sooner you stick to a plan you set a tone for the next down turn.

M. Miville: This year \$62,000; next year forestry vehicle = both leases.

C. Soucie: Carol is recommending one lease this year, and starting the reserve fund.

D. Jore: It needs to be illustrated. It is tough to ask for a sizable amount for a sizable fleet for replacement in 20 yrs.

OTHER BUSINESS

TOWN COUNCIL MEETING

R. Duhaime: The Planning Board nominated me to attend the Nov 3rd Town Council meeting as the CIP Committee Chair. Marc you are welcome to come along as Vice-Chair. No one is pushing the Master Plan objectives.

M. Miville: Jordan Institute study?

R. Duhaime: That study condensed the Master Plan objectives.

M. Miville: As part of the CIP Committee, I recommended last year we could continue on to look at the Jordan Institute compliance.

R. Duhaime: The Master Plan and moving it forward, someone should be assigned to do that.

N. VanScoy: Wouldn't a lot be discussed in non-public?

R. Duhaime: Final purchase of conservation land?

N. VanScoy: The Master Plan had more land along the waterfront. Someone from the Conservation Commission to recommend in CIP this particular piece of land to purchase.

M. Miville: They could say a "piece of land in mind".

R. Duhaime: The Council should know there is a CIP process for the tax base and to implement the Master Plan.

*M. Miville motioned to adjourn at 7:50pm. Seconded by N. VanScoy.
Vote unanimously in favor.*

ADJOURNMENT

Chair R. Duhaime adjourned the meeting at 7:50pm.

Respectfully submitted,

Donna J. Fitzpatrick
Planning Coordinator