

**Capital Improvement Plan Committee  
Meeting October 9, 2012**

**Members present:** Burton Reynolds, Karen Grybko, Don Guertin, Mary Alice Fullerton. Bob Lewis arrived after meeting was in progress.

**Department heads present:** Road Agent Kent Perry - Highway Department and Chief Rick McQuade - Fire Department.

**Meeting started at 7:40pm and called to order by Chairman Burton Reynolds.**

**First order of business was to appoint the new chairperson.**

**VOTE:** Mary Alice Fullerton made a motion to nominate Burton Reynolds. Don Guertin seconded the motion. Motion passed. Burton Reynolds will continue in the role Chairperson.

**Chairman Reynolds handed out the Capital Improvement Plan for 2012-2017. This was the global Capital Improvement Plan from last year with handwritten notations to indicate what happened or didn't happen. For example the committee put in for Engine 5 which only had \$8,000 because repairs went into warrant article for \$15,000. For the police department it was going to be \$24,000 in 2012 and \$14,000 in 2012 but these were reversed.**

**Chief Rick McQuade presented the Fire Department's CIP request.**

**1984 Tanker:**

**The 1984 tanker has their first priority. The plan is to remove the tank and slide a new cabin chase over it. There have not been issues with this practice prior. They are looking at around \$150,000 and will start to meet with different truck vendors. The concern is getting a new truck in the building as trucks made today are bigger and taller than before. Because the resale value won't be much it was discussed this vehicle could be kept a "work horse" for the highway department.**

**Chief McQuade stated the LFD did some transmission work on the vehicle and it's a 10 speed shift so they have only a select few who can drive it well. They plan to go automatic in the next vehicle but the numbers and rational for project are the same.**

**Rescue Vehicle:**

**The original plan was to lift the body off and put on the current chassis in 2012. That plan was revised to replace the whole vehicle at once in 2017 at**

a cost of \$155,000. At that price it will have a standard cab. Seating can be in back of the rescue.

The concern with replacing the body separate from the chassis is compatibility. Chief McQuade stated the current yr 17 life may be too long but they will stretch it and make it work.

**1994 Pumper:**

The project and amount has not changed. The pump was rebuilt this year and is at 100% capacity.

Chief McQuade said we learned a lot when replaced the 2004. We can find trucks out there that fit our needs and program trucks have a place in these little communities and have what we want. We'll lose customization but can save a lot of money.

**2005 Pumper:**

This vehicle will be replaced in 2033 and is estimated to be \$500,000.

*CIP Member Bob Lewis arrived.*

Chief McQuade said, "Through good planning and good purchases we have good equipment and it's been working. The new air packs are in and are phenomenal and they are night and day to what they can hold in air and technology. The new masks have vibration mode and the bell alarm shows you what is in the air tank. The technology is incredible and it makes the user keener on what is going on plus the digital readout is huge. The tank holds twice the air."

**Fire Station:**

We are happy where we are and will make it work. When the economy turns around we can look at something in the center. Parking is a concern at our current location.

Chairman Reynolds discussed how the air packs were a big purchase and to give thought to future purchases and bring them before the board. Mr. McQuade thought it was a good idea. He added if they have a catastrophe then a major purchase can be expensive. For example, a thermal image camera can run \$3,000-\$5,000 and Jaws of Life could be \$8,000.

Chairman Reynolds added these are not always CIP items so can't always call it that. This plan is meant for non-CIP items but it works the same and we develop a plan because we need to put money away for non-CIP items.

**Other mechanism can be put in place such as making the selectmen agents for the funds and have them take money out if needed but it won't be needed unless we have some sort of failure. There are issues to work through and this can be a discussion for another time.**

**Future fire events include an exercise burn of the house on Center Road the first or second week of November and hosting a Firefighter 1 course in Lyndeborough.**

**Chief McQuade left forms with the Chairman.**

**Road Agent Kent Perry discussed the Highway Department's CIP.**

**2008 Volvo Dump Truck:**

**Newest of the trucks with a life span of 15 years and intended to be replaced in 2023. We have not put any money aside for this year and that is up for discussion. \$210,000 is the number still and we are on target if stay with the 3% increase. It also includes the plow frame and dump body which is important.**

**2002 MAC Dump Truck:**

**2017 is replacement date. On target at \$175,000 and includes plow frame and dump body. We have started to put money aside for this replacement.**

**2002 Grader:**

**We are within the proper amount and it's probably been bumped a few times, recommend not doing that. This vehicle is starting to show its age. It has a projected cost of \$320,000 for 2022 replacement and has started to put money away at \$25,000 per year.**

**Chairman Reynolds mentioned the life on the grader is 20 years and for Mr. Perry to keep them informed.**

**Mr. Perry mentioned they try not to use it routinely. It is the least fuel efficient vehicle but if the town get more than 8 inches of snow it is used to push snow bankings back.**

**One Ton Dump Trucks: (Two trucks: 2007 and 2009)**

**Does not include dump body. Both of the 550s purchased have stainless bodies so don't have to replace them but will have to replace the plow frame and frame. Date of replacement is 2016 for the 2007 and 2018 for the 2009 truck. These trucks are use daily. Mr. Perry explained the department uses a two-team system so they have two men doing two jobs. They save money on fuel because they are not running full-size trucks.**

**Karen Grybko asked about the miles on the vehicles. Mr. Perry responded it's hard to say but they do wrack the miles up and explained the maintenance schedule is by hours, not miles so an oil change is every 200 hours and they don't go over 40 miles.**

**Mr. Perry explained he can "piggyback" on state orders which allow him to purchase the vehicles for less.**

**2008 Backhoe:**

**15 years is a comfortable date and Mr. Perry expects no problems with meeting the 2023 date. They are not putting in money away until 2015 for this replacement.**

**2007 Backhoe:**

**This is a used piece of equipment with lower hours. Good projected date and \$20,000 is being put away for this replacement in 2019.**

**Mr. Reynolds stated the CIP Committee needs to talk about bridges and road improvement with selectmen and Mr. Perry agreed.**

**Bridge Situation:**

**The town didn't get the grant they applied for to replace the Johnson Road Bridge. Mr. Reynolds explained the grant process and they feel the town may have a better opportunity to receive the next grant but that less money will be available because it will only be Hillsborough and Rockingham Counties bidding for the grant money. The project is around \$500,000 in which the town has to come up with 25-30%. The town has put some money aside and has \$50,000 in the plan. It is possible it could be an emergency or get in the bridge fund, which is 15 years out. A box culvert or state funds were discussed.**

**Mr. Perry is expected to attend the next meeting to discuss road improvements he would like to bring forward and continue to discuss what to do with bridges.**

**Tonight the Chairperson didn't have copies of each individual CIP item. The Justification Forms handed out tonight match the paperwork (old project) handed out to members. Mr. Reynolds will make sure it becomes part of the file for the CIP committee for that year. Discussion on emailing a version of forms to members was agreeable. Mary Alice Fullerton requested a hard-copy of forms.**

**The CIP Committee will meet Halloween night with the selectmen. Chairman Reynolds will revive and input information in the new format.**

**Capital Improvement Plan Meeting Minutes**

**10-09-12**

**The committee can review the data and share ideas prior to meeting with the BOS.**

**Meeting adjourned 8:25pm.**

**Respectfully Submitted,**

**Kathleen Humphreys**