

## CIP Committee Meeting 7/11/2011

### Minutes

#### Present:

Paddy McHale  
Chris La Pierre  
Adam Buehne

#### Also present:

Road Agent Mike Clarke

Chair McHale called the meeting to order at 7:05 pm at the Highway Dept.

Minutes for the June 27<sup>th</sup> meeting were not readily available and will be reviewed at the next meeting.

Road Agent Clarke conducted a tour of the Highway Dept and Transfer Station. The following comments and remarks were made.

Main garage and offices were identified as the priority. Structural improvements to include enclosing and expanding two areas in the back of building, a new roof, relocation of the main compressor and replacement and relocation of the furnace are needed. Vice Chair La Pierre pointed out that currently the CRF contains approximately \$95,000 for structural work in the Highway Dept. The roof is leaking in a number of places, the location of the compressor makes one bay much less usable during the winter months and the furnace is outdated and placed in such a way as to impact the efficient use of two other bays. The offices were toured. Road Agent Clarke pointed out that one corner of the building could be enclosed to substantially increase the size of the office space and provide an alternative pedestrian entrance. Currently, the only entrance to the offices is via an equipment bay, which could present a potential risk to anyone walking through.

The salt shed is in very good condition. Road Agent Clarke remarked that the addition of “deflectors” to re-direct snow away from the walls has helped significantly in reducing wear and tear to the bottom edge of those walls.

The small garage continues to suffer from corrosion around the bottom edge of the walls, to the extent that it has become easy for wild animals to enter the building. Numerous reports of skunks in the building make the repair of these walls important. Road Agent Clarke stated that re-using the old roof material from the main garage when that is replaced would work well and save the town money. He also mentioned that at some point that building would work well as a re-purposed small vehicle garage by the addition of garage doors in the long wall facing the Highway Dept entrance. This would be made possible by the expansion of the main garage to include enough bays for the trucks that are currently stored in this building. Although the funds have yet to be set aside for this expansion, it is Road Agent Clarke's opinion that they should be.

The storage rack currently used to support and shelter the sanders is in good shape.

Overall, the Transfer station is in good repair. The current layout for recyclables was discussed and is viewed by some to be a bottleneck area. Road Agent Clarke also informed the Committee that the last round of samples from the state showed that the landfill is doing well. This was the last of the semi-annual tests and henceforth the tests would be annual for a period of 5 years. Given successful testing at that point, the testing will be random.

One additional item of discussion was the potential value of fencing and gating the property. Some fencing is in place now, but access to the vicinity of the vehicles and buildings from the street is currently unrestricted. Although there have been no notable issues with trespassing, further protection of the property, equipment and structures should be considered.

There being no new business, Vice Chair La Pierre moved that the meeting adjourn and Committee member Adam Buehne seconded. The vote being 3-0 in favor, the meeting adjourned at 8:10 pm.

Respectfully submitted,

Paddy McHale  
CIP Advisory Committee Chairman