

*Capital Improvement Plan Committee Meeting
September 21, 2016*

**CAPITAL IMPROVEMENT PLAN COMMITTEE
New Durham Fire Community Room
September 21, 2016, 7:00p.m.**

Present

Chair Denis Martin
Ellen Phillips
Dorothy Veisel
Anthony Bonanno
Gregory Anthes

Also Present:

Scott Kinmond, Town Administrator
Mike Gingras, Director of Public Works Department
David Bickford, resident
David Swenson, resident

Call to Order

Chair Martin called the meeting to order at 7:15p.m.

Police Department

The committee reviewed the police department equipment reports in follow up to discussion at a previous meeting. Chair Martin stated he is fine with the amount of vehicles in relation to the number of officers. Town Administrator Kinmond explained the expendable trust funds available for the Board to allocate funds. The Board discussed the replacement timeline for cruisers and Town Administrator Kinmond gave his recommendations on the lifespan of most vehicles. Ms. Veisel confirmed there will be another full time police officer in January. Town Administrator Kinmond replied it won't actually happen until after completion of the academy and final background checks. It was clarified there are 4 officers but only 2 in the field at this point. Town Administrator Kinmond noted when officers from the Strafford County Sherriff Department provide coverage, they use a New Durham cruiser.

Highway Department

The Public Works Department/Highway Department narrative was reviewed and discussed. Ms. Veisel asked for a rough idea on the International dump truck hours as to whether they are high or low. Mr. Bonanno asked for the annual amount of material hauled in the dump trucks and what the other uses for them the rest of the year. Town Administrator Kinmond replied some of the information is in the report but isn't sure the amounts can be exactly tabulated. He stated there are many options that need to be explored for aggregate usage. There was discussion of equipment replacement and Town Administrator Kinmond stated the job of the committee is to rate and rank but decisions are made by the Board of Selectmen. Mr. Gingras presented costs for contracting large equipment such as the grader. There was discussion of blending within the department using contractors and department employees. There was discussion of the winter weather

*Capital Improvement Plan Committee Meeting
September 21, 2016*

cycles and whether this winter would be mild or snowy. Town Administrator Kinmond explained the only time you will see a savings in the process of blending is when assets are liquidated and number of employees is reduced. He explained the unpredictability of winter weather and potentially higher costs with contractors. There was discussion of downsizing the workforce by attrition.

Parks and Recreation Commission

The Parks and Recreation Commission narrative was reviewed and discussed. Chair Martin suggested the funds be added incrementally. Ms. Phillips stated she is appalled at the condition of the playground and stated they need to have a good recreation department along with the good schools to attract young families to Town.

Sample Project Reports

Town Administrator Kinmond presented a draft of a spreadsheet to be used by all departments to track all Town assets along with replacement information. He explained the sorting and ranking of scores for the committee to review and compare for funding purposes.

Approval of Minutes

Meeting of August 23, 2016 – Edits were made. **Ms. Veisel made a motion to approve the minutes as amended. Chair Martin seconded the motion. Motion passed.**

Next Meeting – September 28, 2016, 7:30p.m.

Adjourn

Mr. Anthes made a motion to adjourn. Chair Martin seconded the motion. Motion passed.

The meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 10-25-16