

**Town of Newbury
Capital Planning Committee Meeting
Thursday September 20, 2012, 7:15AM Town Hall
Meeting Summary**

Members present: Bob Connors (Chair), Kathleen Pearson, Frank Visconti and Tracy Blais, (Town Administrator)

1. August 16,, 2012 meeting summary:

Minutes unanimously approved as written.

2. Town Administrator's report:

The committee has received 2 equipment replacement requests regarding:

Equipment replacement request for DPW 6 Wheel dump truck;

The committee received an equipment replacement request from DPW Director, Tim Leonard and reviewed the current status of the DPW fleet. Tim Leonard presented the committee with a vehicle replacement request pursuant to current "DPW Equipment Inventory" see Exhibit III, CPC Report 2012 presented at Town Meeting; May 22, 2012, Line item #7 identifies 2004 Ten Wheel dump truck scheduled for replacement in FY13.

Currently, this vehicle is used for daily DPW operations and snow plowing. Due to current fiscal constraints, change in DPW program needs, this aging vehicle no longer meets the needs of the community, is expensive to operate, maintain and requires specialized skills to operate. The existing roadway infrastructure is better suited to smaller more efficient vehicles such as a six wheel style dump truck which is more maneuverable, efficient to operate. The proposed vehicle would be outfitted with snow fighting equipment (plow, sander, wing blade) optimizing its use during winter conditions and reducing the need for outside contracting during the winter season further reducing DPW costs.

Equipment replacement request for Newbury Police Cruiser;

The committee received an equipment replacement request from Police Chief, Mike Reilly and reviewed the current status of the NPD fleet. Chief Reilly presented the committee with a vehicle replacement request pursuant to current "NPD Equipment Inventory" see Exhibit IV, CPC Report 2012 presented at Town Meeting; May 22, 2012, identifies 2003 police car #20 scheduled for replacement in FY13.

The term "well-worn" doesn't begin to describe Newbury's fleet. The average mileage of a typical cruiser is well over 120,000 miles. Extended and expensive maintenance often is required to ensure that the aging vehicles are able to reach accidents and other emergencies.

Newbury P.D. currently rotates three cruisers daily covering three shifts. Two patrols per shift generate approximately 35,000 mile per year per vehicle requiring an annual replacement program. It should be noted that disposition of replacement cruisers are available for possible reuse as service vehicles or for other departmental use within the community.

3. Review capital facilities & equipment inventory list;

The committee has requested that the Town Administrator contact department heads to review update the current equipment inventory list and prepare FY 2014 CIP requests for all departments and report back to CPC prior to the November monthly meeting.

4. Review status of previously approved projects;

The committee has requested the Town Administrator contact facility manager to provide “projects” update on all outstanding projects, engineering surveys and to provide a status report on volunteer efforts throughout the town.

5. Review current capital project requests for equipment or facility improvements:

The committee has requested the town administrator to contact DPW director and compile a list of Chapter 90 paving requests for FY 2014.

6. Review “Project Priority list”;

No action required at this time

7. Update of Approved Projects by Town Administrator/department head;

The committee has requested the Town Administrator contact the facility manager to provide written update of all outstanding approved projects with regard to status, percentage of completion and project costs v. approved budget prior to the November CPC meeting.

8. Review CIP Planning Schedule;

No action required at this time

9. Review current Debt Policies for CPC projects;

BOS has been presented with current draft of II & III and has taken this matter under advisement pending review.

9. Other Business;

No action required at this time

10. Next meeting date;

Next meeting scheduled for October 11, 2012

11. Adjourned

Meeting adjourned at 8:10 a.m.

Respectfully submitted,

Bob Connors,