

Capital Improvements Program Meeting Minutes  
Highway Department

Date: 8/16/18 @ 5pm

Location : Safety Services Building Conference Room

In Attendance:

Ronald Kulpa  
Chris Whitehouse  
Fred Gallup  
Lynne Wiggins  
Chris White  
Randall Clark

Presenter: Scott Hazelton Highway Director

-Reviewed the Town of Sunapee Highway Department vehicle and equipment annual replacement schedule and estimated cost schedule Updated 6/11/2018

- Discussion regarding overall condition of maintenance fleet and ability to complete required work.
- Only minor budget items had been declined regarding equipment and majority of fleet is operational to accomplish needed work, but some items added would increase efficiency
- Discussed maintenance of fleet. Maintenance records available only since 2014 so long term expense activity is unavailable for review.
- Questioned lease options to potentially offset scheduled major equipment purchase in the future. Lease options work off residual and financial benefit would not exist based on equipment devaluation per SH
- Sublet vendors for plowing services were explored, but often expenses of \$100/hr for a fully equipped truck would end up substantially more expensive given 30+ snow events in 2017/18 winter

-Reviewed the buildings and maintenance capital reserve plan and discussed the upcoming expenses and sense of urgency for completion.

-Reviewed the 10 year pavement plan set by Hwy Director

-Discussed the Highway Department upcoming projects as correlated to potential upcoming warrant articles.

- Water supply to the town garage is at the top of the request list. Potential plans to access lines at Abbott Library with expected cost \$150-\$200k.
- Town Docks slated for review to repair or replace in the upcoming years based on condition.
- The highway department plans to replace or repair 1 bridge every 2-3 years depending on state aid and total project cost.
- The otter pond dam is on the state's watch list
- Pavement price arrangement which allowed us to do a substantial amount of road repair ahead of schedule is set to expire in 2019 and will require renegotiation

-Only piece of equipment which would be required a want rather than scheduled replacement would be

and excavator which would assist in many town projects. Currently relying on the kindness of local companies to donate time and use of equipment for projects which require this machinery.

-A tentative meeting date was set at the end of the presentation for September 18<sup>th</sup> @ 5 pm pending location and presenter availability.

-Lynne agreed to reach out to water/sewer, school board, and recreation department, and fire to determine availability for next meeting agenda.

Meeting Concluded