

CAPITAL IMPROVEMENT PROGRAM (CIP) COMMITTEE

October 30, 2007 Minutes

Call to Order and review/consideration of October 3, 2007 Minutes

The meeting was called to order at 7:01 by Herb Cooper, chairman; present were Dom Bergen, Steve Jacobs, Bill and Linda Jones, Lisa Remick and John Roberts, selectman representative. David Cluff and Charlie Pugh were excused.

The minutes from the October 3, 2007 meeting were reviewed; *Dom moved and John seconded to approve the minutes as presented; approved with Lisa abstaining.*

Herb opened up a copy of the current transfer station plot plan that he had obtained. The committee reviewed how a 60 x 90 ft garage with doors on the front and back, with 40 to 50 ft of clearance around it, could fit on the existing land. John reminded the group the equipment would need plenty of turning and operating room. There are two large wetland areas that have to be kept in mind with 25 ft setback buffers. Questions were raised about whether a pad for salt could even be placed at this location. The group needs to know if this is the only piece of property the town currently owns. Also, how large is the piece of property the school owns, since it was originally purchased with the plan of building a high school? Lisa will see if she can get a copy of the plot plan to bring to the next meeting. The question was also raised about whether there is any extra land near the recreation fields?

Review and Discuss Detailed 2008 – 2013 Spreadsheets

The committee reviewed the sheets and Bill asked Lisa to quickly recap the school numbers and asked if she has any updates. She mentioned the gym floor, lines in the parking lot, work on the in-fields, and a new roof for capital improvements, but it will probably be January, 2008 before figures are available.

Herb said he would like to give the draft version of the spreadsheets to the department heads after the meeting with the Board of Selectmen but before any Public Hearings so they can make any adjustments to the numbers that might have changed since they gave the figures to us months ago. He reminded the committee they still need to prioritize the spreadsheet numbers.

Discuss Meetings with Board of Selectmen and Public Hearing

The committee can meet with the Selectmen at the November 15, 2007 meeting at 6 pm. Herb would like a few committee members to attend, if possible, so please look at your availability before the next regular committee meeting.

At the meeting with the Selectmen the committee agreed the following should be presented:

1. Numbers on spreadsheets that the various department heads have submitted

The rest of the items will be finalized at the next regular committee meeting.

Old Business/New Business

Herb is meeting with Glenn Johnson and Mike Faller at the Transfer Station on Saturday, Nov 10, 2007 at 9 am so Mike can get some information put together on possible savings at the Transfer Station. Herb will ask Mike to come to the next committee meeting if possible to brief his information.

The draft scenario sheets Bill had prepared were reviewed. The three amounts represent:

1. Current operating budget
2. Hired/appointed road agent; Town-owned building; Town owns all equipment; have a bond for \$100,000 because of all of the equipment with a payment over 10 years
3. Hired/appointed road agent; Town-owned building; Town owns a small amount of the equipment

The way the scenarios play out, they show at the current time it is a wash on the cost, but down the road, maybe as soon as ten years, the Town will own a building and a lot of equipment. It was recommended the third scenario be modified to show lease-to-own for the equipment, which should show quite a savings to the Town and would probably be very favorably received by the voters.

Herb will get the price of a 40 x 60 and a 50 x 60 building. On the scenarios there needs to be an explanation about the fact that the Town already has two capital reserve accounts that might be able to be used toward the purchase of the building.

Linda will get the name and phone number of the state department that handles all equipment leasing contracts. Hopefully they will be able to provide a price list.

Herb will get clarification from Town Attorney Sager on the elected Road Agent position and whether something can be built into the agreement between the Town and the Road Agent about the phasing out of the use of his building and equipment over the next three year term.

The committee needs to have estimates for the 2008 budget by mid-November for the hearings in January. Herb will try to find out hearing costs. Tentative dates for the hearings were set for January 23, 2008, at 7 pm and January 26, 2008, at 10 am. Lisa will schedule them for the KA Brett School cafeteria.

Plan for Future Meeting Dates

Regular committee meetings were scheduled for November 13, 2007 at 7 pm; December 5, 2007 at 7 pm; and January 16, 2008 at 7 pm. Linda reminded Herb that a new recording secretary needs to be in place by the end of the year.

Motion to Adjourn

Dom moved at 8:55 pm to adjourn; Bill seconded; unanimously approved.

Respectfully submitted,
Linda K. Jones,
Recording Secretary