Capital Improvements Committee

Minutes of Meeting on Thursday, November 30, 2017

5:30 p.m.

Present: B. Costa; K. Foss; T. Presby; P. Grote; S. Plant

Guest: K. Cowles, Town Properties Director

K. Cowles reviewed information on an extended warranty for the 1 ton F-350 Ford Truck. The cost of the warranty is $3,600. The Committee supported the idea of purchasing the warranty as the expectation is the truck to last 8 years.

K. Cowles presented the list town buildings outlining the current issues each building is facing. The list included the following buildings:

* Town Hall
* Maintenance Garage
* Library
* Frost Place
* Heritage Museum
* Warming Hut/Public Bathroom
* Mittersill Garage
* Dow Clock

Additional buildings not listed include the Safety Services Building, Town Garage and Transfer Station.

Discussion included clarifying responsibilities as to what the Town is responsible for and what with certain buildings (i.e. Library, Heritage Museum, and Frost Place). Historically the Town has been responsible for exterior maintenance and these buildings. Interior repairs have been the responsibility of the particular organizations. The Committee discussed whether major repairs for the building should be included in the CIP planning. K. Cowles will work with the Select Board to better define the responsibilities. The Committee decided to increase the annual reserve for Town Buildings Maintenance from $15,000 to$30,000 per year. There were no other changes made to the plan as presented. The Committee thanked Kim for her efforts in putting the building information together.

B. Costa informed the Committee there is $40,000 left in the Safety Services Building construction account. The residual funds may be used the reducing debt, capital purchases or a combination of both. The decision will need to be made at Town Meeting.

The Committee discussed the John Deere tractor purchase. The Committee felt buying new would be the preferred choice versus buying used. However, the Committee thought if we could find a tractor that could use the current implements that would be beneficial.

A few updates on items from the previous meeting included:

* Who is the agent to expend the Transfer Station Funds?

The Select Board from the three towns must approve any expenditure from this fund.

* Were tires purchased for the grader this year?

Not at this time.

* Are the Lafayette Road and Bickford Hill bridges on the State Bridge funding list?

The Bickford Bridge is on the list, the Lafayette Road Bridge is not. S. Leslie is working on getting the Lafayette Road Bridge on the State list.

* Mittersill Road paving is the responsibility of the State up to the Mittersill Fire Station building.

B. Costa informed the Committee there is meeting of the Select Boards from the three towns regarding the cost effectiveness of recycling certain materials. The meeting will also finalize the Tri-Town agreements for the Transfer Station and Recreation Department. CIP members are welcomed to attend. The meeting is scheduled for 3 p.m. on Monday, December 4, 2017 at the Franconia Town Hall.

The CIP will need to present the 2018 plan to the Planning Board and Select Board. The next Planning Board meeting is scheduled for 12/12/17 and B. Costa will see if the CIP can be put on the agenda. The CIP Committee is scheduled to present at the Select Board meeting on 12/18/17.

The meeting adjourned at 7 p.m.

Respectfully Submitted

Steve Plant