



**TOWN OF FRANCONIA
INCORPORATED 1764**

**CAPITAL IMPROVEMENT COMMITTEE REGULAR MEETING
OCTOBER 25, 2017 AT 3:30 O’CLOCK PM AT TOWN OFFICES**

MEMBERS PRESENT: Karen Foss, Trevor Presby, Bernie Costa, Steve Plant.

OTHERS PRESENT: Christopher Gautreau, Greg Wells, Kim Cowles.

The meeting was called to order at 3:31 pm.

CIP AGENDA: Transfer Station & Buildings & Grounds asset review.

ASSET REVIEW: Committee members reviewed the Capital Improvement Submission Forms together with the Asset Worksheets for the Transfer Station & Buildings & Grounds. Presented below is a summary of the assets and changes that were made.

Transfer Station:

- a) The 2013 Bobcat Skidsteer is due for replacement in 2021. The trade in value in a private sale could be \$12,000-\$14,000 depending on the condition of the Skidsteer. Estimated cost is \$36,000 and the committee calculated that \$6000 per year for the next 4 years would be needed.
- b) The 40yd. Closed Top Container is on schedule for 2022 replacement with estimated funding of \$1000 per year.
- c) The 2014 Harris Baler is on schedule for 2024 replacement at a cost of \$10,000.
- d) The 2007 PTR Compactor’s useful life has been extended to 20 years from 10 years.

Replacement cost is approximately \$16,000 split between the three towns.

Greg also advised that there are grants for some of the equipment that will be due for replacement.

Greg advised that he has received grants prior form Northeast Recycling & recovery Association.

There was discussion about the justification for buying a container when there is no recycling market for the contents. Greg replied that that decision should be up to the three towns, because he understood no one wants more refuse to go into the landfills. There should be a discussion at the Tri-Town level.

In addition, the CIP would like to know the status of the Special Revenue Fund (\$139,790 balance) and whether that can be used to fund equipment replacement. The Tri-Town agreement should be reviewed with that in mind.

The CIP has not been reserving funds for the Transfer Station equipment in the past few years, presumably because the Tri-Town arrangement has not addressed equipment replacement.

The Committee thanked Greg for his time and expertise in addressing the assets in his care and sharing his insights for CIP consideration.

Buildings and Grounds: Kim Cowles from the Buildings & Grounds Department addressed the committee.

- a) The JD Tractor has 16,051 hours of service and its rear housing is rusted. It will take \$8-9,000 to repair. She requests that it makes more sense to replace it.
- b) Trevor suggested that the Ford F350 would benefit from an extended warranty purchase. Kim will investigate.
- c) Kim reported that she is building a database of Town Buildings with near, medium, and long term priorities for repairs. She offered to return in a few weeks with more information.

The Committee thanked Kim for her time and diligence in maintaining the assets under her responsibility.

MEETING MINUTES OF OCTOBER 11, 2017: The meeting minutes of October 11, 2017 were reviewed by the committee members. Chairman Foss made a motion to accept the minutes as written with Ms. Bernie Costa seconded the motion with all in favor.

Ms. Foss made a motion to adjourn the meeting and Mr. Plant seconded, and through a voice vote, all were in favor at 5:44 pm.

Prepared and respectfully submitted by:

Mr. Christopher J. Gautreau

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Administrative Assistant