

Minutes of the of the C.I.P. Meeting

July 26, 2016

Committee Members Present: Karen Foss (Chairperson), Bernie Costa, Dick Reinhold

Guests:

The meeting was called to order at 4:00 pm by Karen Foss.

Reading of the minutes of July 15, 2016 were waived.

Dick made the motion to accept the minutes as written, Bernie seconded with all voting in favor.

Sally Small - Karen suggested Sally Small attend the first CIP Meeting after she returns from vacation so that we can update the Spreadsheets & Fund Balances. Karen will speak to Sally about this.

Meeting Schedule - Bernie may have jury duty and may not be available. Meeting dates for 2016 are as follows: August 9th & 30th, September 27th, & October 11th & 25th. Meetings will be at the town hall at 4pm and are open to the public. Herbie will ask Sally when the hearing has to be scheduled.

New Committee Members - We are looking for more members for CIP. Karen will speak to Peter Grote to see if he wants to be a part of CIP. We need three for a quorum.

Equipment Photo's - Karen has started taking pictures of equipment and vehicles for the binder. Karen will have this completed by the end of July.

Scheduling of the Departments - Keep in mind that the fire department meets the 1st & 3rd Wednesdays of the month.

Evaluation Sheets - Herbie will get the Evaluation sheets to the Department Heads/Library/Frost Place & Heritage Museum in August.

Capital Improvements - Building Maintenance expense under \$5000 is building maintenance not capital improvement. Bridge Maintenance should be funded like the Hillwind's bridge.

The Heritage Museum has a list of repairs that the Directors would like done. Any expense that is over \$5K would be Capital Improvement. A warrant article for a couple thousand is for repaving the rink in 2020.

Kim Cowles is our Properties and Recreation Director. We do not have a budget committee. The select board creates the budget. Kim has been examining the buildings and prioritizing the maintenance issues.

The Chamber of Commerce asked the Select Board about a new building for them. We haven't discussed it yet. Someone is volunteering to build it. Chamber has moved several times and has come back here.

Heritage Museum - From the Sept 27, 2015 CIP - Install roof over deck, paint exterior of building and replace storm doors totaling \$4,700. The Committee told them these were operating expenses. There was a mention at the Selectmens meeting. The town maintains the outside and they will maintain the inside. That was voted in by the town. John Lachapelle asked for a paper trail in regards to this. The museum is closed for the winters.

Highway Garage has new doors that cost \$10K +/- . This was an appropriated expenditure.

Items for Herb to do:

Evaluation sheets to department heads

Memo's to department heads

Memo's to the Frost Place, Heritage Museum & the Library

Herbie will get the forms and ask for a response within two weeks so we can set up meetings with everyone.

Miscellaneous - Were the highway trucks undercoated? We will check with Sally. Bernie asked Scott to update his road report.

Paint - Dick said that if you are going to buy paint buy in July at the hardware store in the Hatch Plaza in Plymouth. They take 40% off and it is guaranteed for life.

Schedule - In September we will update spreadsheets & rationale. In October we will do the preparation for the Public Hearing and the meeting with the Planning Board and the Select Board.

Building and Grounds and Supervisor will have a viewing of all the buildings and Grounds and report.

CIP ON WEBSITE - It is stated that the public is encouraged to attend. These are public meetings. It should be noticed. People have to be aware of what is going on.

Ladder Truck - Fire Truck - the color is yellow and other fire departments didn't want to paint it. Ours are yellow so it isn't a big deal. A ladder truck will extend the life of the tanker truck because the tanker will used less often. The ladder truck has a tank on it. The truck is going to cost \$69K not the \$140K as originally estimated. There is \$142K in the tanker fund.

The first meeting on August 3rd is to explain and the 2nd meeting on the 17th is to vote to expend the \$69K. There is a question/concern about changing the purpose of a fund. They are both tanker trucks, but our tanker truck has a shorter frame and can access sites that the ladder truck cannot. The tanker fund will need to be replenished in the future. We will have to add the new Ladder Truck to the schedule and come up with a reasonable replacement cost. It may be a huge number. A ladder truck costs approximately \$750K. Karen spoke to Jack, the Fire Chief of Bethlehem, and asked him if he had a ladder truck. Rick Gaudette said we need this truck because more people have solar panels and metal roofs. The town voted in March to get the ladder truck.

Department heads should come to the meetings to brief the CIP on the status of their equipment and other requests.

Bernie made a motion to adjourn the meeting, Dick seconded the motion with all voting in favor to adjourn the meeting at 5:25 pm.

Respectfully submitted,
Herbie Bartlett,
Executive Secretary