

Capital Improvement Plan (CIP) Committee
Minutes
Tuesday, November 17, 2015
6:30 p.m.

Committee Members Present: Chairman Frank Lombardi, Michael Carifio, Alan Theodhor, Scott Burns, Everett Kennedy, Gerry Pons, Bill Robinson and Rick Wright.

Department Heads and Community Members Present: Jay Watkins, Ed Stevens, Terry Welch and Josh Welch.

Meeting called to order 6:30 p.m. **Meeting minutes of November 10th were approved. Everett motioned and Scott seconded. All in favor, motion carries.**

FIRE/EMS

Jay spoke with selectmen about demo engine and full time FF/EMT. Selectmen sent him to CIP. CIP agreed they aren't supposed to address personnel. Jay said that was fine. Some time they need to look at getting new engine. He wants to replace the '88 pumper truck. Says they are going to need to look at getting a bond, have it come out of taxation over 12, 15, 20 years. Municipal leasing doesn't look like a good option. The bond goes in front of the town once, then the town pays into the bond over a given number of years. He doesn't think selectmen will go for such a large purchase this year because of the tax increase from school budget this year. He doesn't want to see us have to replace all trucks at the same time due to waiting too long on all equipment. Jay said they had to dump a lot of money into it this year due to Mt. View's water issue. Since then it hasn't been right. Gerry said we can find out from a bank what the municipal loan would cost. Then look at what it would cost to lease a truck for a year or two, in order to delay the inevitable of replacing down the road. Frank said CIP will meet after the meetings are all through, and what should he present to the selectmen? Jay said although \$250,000 is the figure he came in with, it is probably a high number. The research he has done has given him lower estimates, but he is trying to give himself some head room. Jay was denied the FEMA grant to replace the tanker. According to the FEMA rep he didn't have enough "need". Bill said the "duration" of life for the vehicles on Jay's paperwork is too long, as realistically the equipment isn't lasting 20 or 25 years. Jay's ideal for ambulances would be 7 years, pumpers 15 years tops. That's if they kept them in very good condition. Each year we put \$40,000 into FF/EMT capital account. (\$20,000 for fire and \$20,000 for EMT.) Jay said he would look into the bond. Other items on list were reviewed and discussed. Auto CPR machine would be beneficial to the EMT team and a power cot as well. Jay says it's getting tough to find employees, which is why he is looking for a full time member. He will e-mail Scott with any findings about bonds.

AIRPORT

Ed Stevens says he doesn't remember attending any CIP meetings before. Scott said Ed did attend in the past. Ed says the town never gives the airport anything. Gerry says he is for the airport, but that there is little transparency about how the airport uses the money. Ed said he asked selectmen last night for \$15,000 and the selectmen laughed at him. Right now the airport gets \$20,000 from 6 different towns which is spent on maintaining the airport. Frank said CIP is for large expenditures, so wondering why airport is attending CIP meeting, as airport doesn't have a CIP account. Others said it's because the town helps support the airport. Ed says Littleton pays \$8,000 per year because they understand the economic benefit of the airport. Other towns whine and complain. Ed says the airport has made almost \$14,000 this year in take-offs and landings. \$20,000 comes from towns. Overall it costs \$50,000-\$70,000 to run the airport. They try to make a profit each year, but now they have equipment that is 13 years old. They seek federal money. Frank said he didn't think airport should be dealt with through CIP. Scott said airport is totally different, but that CIP should still be recommending to selectmen the budget for

airport. Gerry doesn't care what the other towns do. If the town commits to paying a certain amount then we should pay it. Frank still pointing out that it is not CIP's job to be recommending airport budget. Says CIP is for large expenditures and scheduling large purchases, not to be ruling on regular spending and maintenance. He referenced former town report, pointing that the airport budget request wasn't a CIP recommendation. Scott told Frank that it should in fact be in the CIP graph. They agreed to discuss it later. Gerry said Whitefield needs to pay their share if they are going to be benefiting from the airport. Ed is asking for \$15,000. In recent years the town has dropped it down to \$9,000. Town has voted it even lower at town meeting. Ed says many projects have been paid for by federal project funds. It appears to the public as though the airport has money, but these things are being funded by federal moneys. What they need is to add 1,000 feet to the blacktop to expand and be able to use that to charter to large airports. FedEx, UPS have said they would negotiate if they were to have a 5,000 foot runway. Income would be coming in. National Guard could put a black hawk there. A 5,000 foot runway changes everything and the airport would never have to ask for money from towns again. They would be self-sufficient, they would have jet fuel, all the needs would be fulfilled. CIP has no other questions for Ed.

SEWER

Terry says the town spent a lot of money upgrading secondary lagoon system the past few years, removing sludge and getting aeration system. He was told they would get new aeration system. He says this is priority. He wrote letters to the town and the letters speak for themselves. They have a new permit; the CIP hasn't heard about it. It's about nutrient removal. 4-7 million dollar treatment plan within 3-5 years. We violated sulphur levels all last year. Terry referenced "Mr. Betz", saying he suggested we use land out behind town hall to create new system. "We're talking filters." Millions of dollars in upgrades. Many nutrients must be removed. EPA has given him some time. He has improved some stuff but says we just have a couple of years. If the cheap, inexpensive remedies don't do the trick it's going to be expensive. As far as capital improvement, he doesn't go over budget. Terry wants to know, where is the money that is supposed to come in that was agreed upon over the past two years? To drain the lagoons and put new liners in is what the state wants. If we did rapid infiltration basins then we would be all set with EPA, because we wouldn't be dealing with Connecticut River issues. CIP wants to know what is the cost? Terry recommended getting in touch with Mr. Betz regarding discussing the system. Bill Robinson doesn't believe we own the land in question. Agrees there needs to be a study done on soil. If the gravel is still there it would be a perfect spot. Gerry is asking Terry what he is looking for from the town. Terry says people want to know what the wastewater plant needs, and says he is just giving us the info. We are going to end up having to go to tertiary treatment, which will be 4-7 million dollars. Gerry: how long do we have to figure all this out? Terry: we have several years to "play", research, etc. We keep cutting the budget but it can't keep going this way. He is going to be asking for more this year. Everett is asking for a figure; Terry says it's going to go up substantially in the next five years to monitor piping, clean, test, create mapping system, GPS, etc. That is what EPA is going to make us do for every inch of line in the whole country. He has utilized used parts to keep our system going. Gerry wants to know, can we start putting money aside for capital reserve fund to have available once the need becomes imminent. Can we itemize some of these needs? Terry says he is still looking for \$70,000 from nursing home that the town never got. Nursing home put in request to sewer in order to put on their new addition to the back of the building. Who signed the hookup? It wasn't Terry and Josh. Terry and Josh say the nursing home is putting industrial waste into our system. It shouldn't even be allowed. We don't have a system to handle the stuff they are putting down the toilets. Nursing home says they are not dumping anything. Shawn White talked to them. Shawn is supposed to put a barrette in the manhole to screen out just nursing home items, to assure "acceptable domestic waste" is all that's coming down the pipe. Catheters are coming through in large numbers. Shawn was going to put the screen in just to prove where it was coming from. Should have already been done. Back on topic, Josh says the budget shouldn't

have to go up too much. Should be able to get the stuff they need for \$215,000. Terry was ordered by DES to have a backup power source. That will be another cost. He is asking for CIP to allot \$7,000 per year for waste water account. Says he is going to keep patching the liners so he is not itemizing it. Frank asking why are the users the only ones paying the fees? Terry and Bill said it's because people who aren't users will fight it and won't want to pay it if they are not using it. New pump for Brown Street at some point will be needed. Everett said if they put in \$213,000 plus the \$7,000 per year for capital would that be enough? Emergency generator alone will cost \$30,000 said Josh. CIP and the Welch's agreed on putting in for a straight \$220,000 this year.

Other business

Getting back to discussing CIP's stand on budget for the airport, Scott said every year the airport gone through CIP for their budget. Frank said the CIP is for something that is not part of regular budget, that what we have been doing in past years is wrong. Operating budget is not what we do on CIP. Gerry said selectmen have asked us to look at it, review it, and so we do it. As chairman, Frank says he wants to do it correctly. It's just not part of the program. If the airport had an "item" then it may have to do with CIP. If he wanted a blower then it would make sense. Rick agrees with Frank. Gerry says just go to the selectmen and talk to them.

No other business. **Everett motions to adjourn. Gerry seconded. All in favor, motion carries.**

Minutes respectfully submitted by Katie Lombardi.

CIP PROJECT 2016

YEAR	PRIORITY	DESCRIPTION	COST	APPROPRIATION	DURATION
2016	1	PURCHASE USED / DEMO ENGINE	\$250,000.00	BOND	20 YEARS
2016	1	PURCHASE NEW TANKER	\$240,000.00	FEMA GRANT / \$35,000 MATCH	25 YEARS
2016	1	FULL TIME FF/EMT	\$60,000.00		
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
YEAR	PRIORITY	DESCRIPTION	COST	APPROPRIATION	DURATION
2017	1	PURCHASE REMOUNT AMBULANCE	\$90,000.00	CAPITAL RESERVE	10 YEARS
2017	2	ZOLL AUTO PULSE	\$30,000.00	CAPITAL RESERVE / WARRANT	10 YEARS
XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
YEAR	PRIORITY	DESCRIPTION	COST	APPROPRIATION	DURATION
2018	1	POWER COTS	\$30,000.00	WARRANT / GRANT	15 YEARS
2018	2	PAGER AND RADIOS	\$10,000.00	BUDGET	UNKNOWN
YEAR	PRIORITY	DESCRIPTION	COST	APPROPRIATION	DURATION
2019	1				
2019	2				
XXXXX	XXXXX				
2020	1	NEW, USED, DEMO ENGINE	\$300,000.00	WARRANT / FEMA	20 YEARS
2020	2				