

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Monday, December 4, 2017 at 5:30 PM

Meeting Place: Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Chair Andy Sanborn at 5:30 PM.

Present: Nina Gardner, Citizens' Representative; Dick Gardner, Planning Board; Andy Sanborn, Chair/Citizens' Representative; Justin Barriault, Budget Committee Representative; Jody Slack, Planning Board; Selectman Katy North

Approval of draft CIPC minutes from 11/27 – Nina Gardner made a motion to approve the draft minutes of 11/27 with corrections. Justin Barriault seconded the motion and the motion passed, with Jody Slack abstaining.

New Business

a. Roll call vote – Chair Andy Sanborn asked if the Committee would like to do a roll call vote for the CIP requests. Dick Gardner stated that he feels a roll call vote would be divisive and he is not in favor of it. Other members did not have an opinion either way and the Committee decided to not do roll call votes.

b. CIP Requests

The Committee reviewed and voted on the following requests:

Highway Department

(1 of 4) Town Roads - Nina Gardner made a motion to include this request for road repair in the CIP plan for FY19 through FY23 and recommend funding at \$600,000. Justin Barriault seconded the motion and the motion passed unanimously. Chair Sanborn stated that he would like to see better methodology in estimating the cost of repairing roads. Highway Department Director Johnny Van Tassel stated that he is working on this.

(2 of 4) Replacement of Truck 3 – Nina Gardner made a motion to include this request for replacing Truck 3 (5-ton dump truck) in the CIP plan for FY19 through FY23 and funding at \$35,000 per year for 5 years to total \$175,000. Justin Barriault seconded the motion and the motion passed unanimously. Justin Barriault asked if the 7-year life expectancy of the truck should be updated. Johnny Van Tassel responded that he may change this in the future but wants to leave it as is for now.

(3 of 4) Replacement of Truck 4 - Nina Gardner made a motion to include this request for replacing Truck 4 (F-550 flatbed) in the CIP plan for FY19 through FY23 and funding at \$14,030 per year for 5 years to total \$70,150. Justin Barriault seconded the motion and the motion passed unanimously. This recommendation matches the revised quote that Johnny Van Tassel just received for a less expensive plow package, which was requested at the previous meeting. Chair Andy Sanborn asked if there is a guarantee that this will be the only two-truck purchase for a while. Johnny Van Tassel responded that that is not a guarantee and it just depends on the year, but replacing a small truck and large truck at one time is less expensive than two large trucks. Selectman North noted that there will be three truck payments overlapping in FY19.

(4 of 4) Town Bridges – Nina Gardner made a motion to include the request for bridges in the CIP plan for years FY19 to FY23 and recommend funding at \$100,000. Justin Barriault seconded the motion and the motion passed unanimously. Chair Sanborn asked if this is enough money to cover what needs to be done to bridges in town. Johnny Van Tassel responded that the figure is adequate right now, and that the engineer/contractor that the Town uses is experienced in using existing bridge infrastructure which saves money, whereas the State DOT wants towns taking bridges out entirely and starting over. Selectman North noted that there are two red-listed bridges but quotes have not been received for these yet. Jody Slack stated that he would like a detailed list of bridges that need repair for next year.

Police

(1 of 2) Police Cruiser - Nina Gardner made a motion to include the request for a new police cruiser in the CIP plan for FY19 and recommend funding at \$34,000. Jody Slack seconded the motion and the motion passed unanimously. Nina Gardner made a motion to include a dollar amount for the police cruiser for the next 5 fiscal years on the CIP plan, starting with \$34,000 in FY19, and increasing by \$1,000 each year, to \$38,000 in FY23. Justin Barriault seconded the motion and the motion passed unanimously. This is based on the Police Chief's estimate of a 3% increase in cost each year.

(2 of 2) Concept and Design of New Police Station - Nina Gardner made a motion to move the request for a concept and design of a new police station to FY20 in the CIP plan, based on the conversation with Police Chief Steven Hankard at the last meeting. Dick Gardner seconded the motion and the motion passed, with Selectman Katy North abstaining.

Fire Department

(1 of 1) Fire Truck - Nina Gardner made a motion to update the request for the Fire Truck CRF on the CIP plan from \$70,000 to \$80,000 from FY19 through FY23, totaling \$500,000, to reflect the cost increase discussed with Fire Chief Paul Dexter at the previous meeting. Jody Slack seconded the motion and the motion passed unanimously. The CIP spreadsheet will be updated to show the discontinued Rescue Vehicle CRF which will then be combined with the Fire Truck CRF.

(1 of 1) Forestry Truck – Nina Gardner made a motion to update the ongoing request for the Forestry Truck (included in the Fire Truck CRF line) on the CIP plan for purchase in 2022 (totaling \$150,000). Justin Barriault seconded the motion and the motion passed unanimously.

Board of Selectmen

(1 of 4) Facilities Maintenance & Repair – Nina Gardner made a motion to include the request for Facilities Maintenance & Repair in the CIP plan and recommend funding at \$45,000 from FY19 through FY23. Selectman North seconded the motion and the motion passed unanimously.

(2 of 4) Town Hall Restoration & Repair – Nina Gardner made a motion to include the request for Town Hall Restoration & Repair in the CIP plan and recommend funding at \$25,000 from FY19 through FY23. Jody Slack seconded the motion and the motion passed unanimously.

(3 of 4) Town Building Improvements - Nina Gardner made a motion to include the request for Town Building Improvements in the CIP plan and recommend funding at \$25,000 from FY19 through FY23. Jody Slack seconded the motion and the motion passed unanimously

(4 of 4) Phosphorus/Milfoil Reduction – Dick Gardner made a motion to include the request for Phosphorus/Milfoil Reduction in the CIP plan and recommend funding at \$5,000 from FY19 through FY23. Justin Barriault seconded the motion and the motion passed unanimously.

Nina Gardner made a motion to move the \$98,000 Recreation Department request for a new building from a previous year's request to 2020 so that the Committee can plan for this possible upcoming expenditure. Jody Slack seconded the motion and the motion passed unanimously.

Other Business

a. Selectman's Report – Selectman Katy North stated that she has still not heard from the Trustee of the Trust Funds on the CRF balances. The BOS has received quotes for use in the updated Town Building Improvements request, which the CIP Committee received and voted on tonight.

UPCOMING MEETINGS:

Monday, December 18th at 6:00 PM to vote on final CIP numbers.

Meeting adjourned at 7:00pm.

Respectfully submitted,
Audry Barriault, CIPC Secretary