

2013-2018 CIP Citizens' Advisory Committee

Meeting Minutes (DRAFT)

Wednesday, June 20, 2012

6:30 PM

Board of Selectmen's Meeting Room

Present: Steve Duncanson, Planning Board representative
Judy Plant, Planning Board representative
Gil Archambault
Matt Lydon, Budget Advisory Committee representative
Kevin Drew, School District representative
Conrad Koch
Joe O'Neil

Bill Parker, Community Development Director/Staff

Rick Riendeau, Director of Public Works
Guy Scaife, Town Administrator

Chairman S. Duncanson opened the meeting at 6:30 PM and recognized Public Works Director Rick Riendeau to review with the Committee the DPW project requests.

DPW:

R. Riendeau explained the following requests:

For 2013: Vacuum Sweeper - \$230,000, to replace and upgrade 1992 Johnson Street sweeper which is a mechanical model, not on a road chassis, limited in access capability. Decision is to upgrade so that new sweeper can vacuum, assist in cleaning for crack-sealing needs, assist in catch basin cleaning, and leaf pick-up. Upgrade will provide added functions and capability. R. Riendeau explained that new EPA regs require catch basin cleaning 2X per year as well as street sweeping. Hours of operation have increased from 283 in 2004 to 761 hours in 2011. Private contracting costs are approximately \$90/hour which would equate to \$60k plus/year, using 2011 numbers. Questions followed whether the Sweeper could be shared with other towns (not practical due to insurance; hours of usage and need). With added capabilities the Sweeper would be utilized even more.

8 CY and 6 CY Dump Trucks (\$150,000 and \$90,000) – Two trucks requested this year as R. Riendeau explained that he is implementing a 10-year replacement rotation cycle, which had previously never been utilized by the Department of Public Works. The trucks would replace a 1983 International and a 1995 International. Both trucks will be fitted with plow and sander assemblies to assist in snow plowing. R. Riendeau explained that current snow plowing is pushed to the limit. Discussion followed on why a 6 CY truck (budget reasons and ability to plow smaller streets, CDL license not required).

For 2014: Tractor sidewalk plow with sander - \$95,000, to replace 1995 sidewalk plow necessary to meet continued increased demand for sidewalk maintenance. Town Master Plan is encouraging increased pedestrian safe routes and connections. 1995 plow can not keep up with increased demand.

For 2015: 8 CY dump truck - \$150,000, to replace a 2000 Sterling truck. Demand on vehicles continues to increase, and scheduling this truck, with a plow and sander, is further implementation of a smart vehicle replacement/rotation cycle. This is a new request in this year's project requests.

For 2016: 2-3 CY bucket loader - \$125,000, to replace 1996 Kobelco bucket loader. This tractor is used for right-of-way maintenance and snow plowing. R. Riendeau explained the Kobelco will be 20 years old in 2016, and is the machine is heavily used. This also is a new request this year.

For 2018: 8 CY dump truck - \$150,000, to replace 2002 International. R. Riendeau explained this is his plan for machinery replacement, and is necessary due to heavy usage.

2-3 CY Cat bucket loader, requested to replace the 2002 Cat loader.

Discussion followed on the need for 2 new bucket loaders and shouldn't they last longer if used only 4 months/year during winter season. R. Riendeau explained that each would have mower attachments to allow for year-round usage, better efficiency, and more value for the money spent. Recreation field maintenance has increased, requiring currently 2 people working on field maintenance 5 days per week. R. Riendeau also mentioned that it is likely a \$15,000 rotary gang mower will be included in the DPW budget.

For 2018: Solid Waste Management Improvements, \$846,000 – cost was until last year's CIP used for implementing curbside pick-up. Current thinking is that, although costs are unknown, this project request needs to remain in CIP for inevitable Recycling Center/Transfer Station improvements. Town Administrator G. Scaife provided some historic background on the status of the existing transfer station site, built on an old landfill, costly and problematic for improvements and expansion, however the issue of improved solid waste management still needs to be addressed due to regulatory and environmental issues.

Union Street RR Crossing, \$250,000 – the project has been on the NHDOT railroad crossing list since 2004, and the crossing needs improvements due to drainage and quality of surface.

General discussion followed with R. Riendeau relative to costs for maintenance, new computerized vehicle systems, and that it is not cost-effective for Town and the Town does not have the capacity to provide full-time maintenance. Systems are more fuel-efficient, less polluting. Purchase vs. leasing was discussed, again more cost efficient to lease for 10 years, turn vehicles in just before lease is up to allow trade in value.

R. Riendeau and B. Parker further noted that this year DPW is presenting a spreadsheet for equipment replacement and building/facility maintenance that is anticipated but that does not meet the \$75,000 threshold for CIP projects. Again, this is part of the DPW Director's efforts to plan out efficiently costs and replacement needs. Discussion followed on implementing capital reserve funds to allow for these items so that the costs aren't borne by the taxpayer at one single time. B. Parker noted that the Town had utilized capital reserves up until approximately 10-12 years ago when they were deemed politically as the wrong solution.

Chairman Duncanson and the Committee expressed appreciation to R. Riendeau for his thorough approach and that the group welcomed this kind of planning ahead. The Committee further endorsed use of capital reserve funding.

Town Administrator G. Scaife further explained that Town service demands on such equipment as mowers, in addition to EPA and State regulations require the Town to meet the requirements.

G. Scaife then reviewed the Town Hall Renovations project request:

For 2014: Town Hall Renovations -\$500,000, requested for 2014 to renovate Town Hall to address space needs once the Ambulance Service is located to Elm Street. Town Hall is inefficient relative to worker and public space, crowded, has code and security deficiencies, all studied by the Facilities Committee in 2008. Conditions have not improved. G. Scaife noted that he intends to put money in the budget for 2013 to obtain professional design services, then a warrant article in 2014 for improvements. The cost of \$500,000 was placed in the CIP several years ago as an estimate, given no firm study and cost had yet been done, however the project was still on the horizon and the passage of the Ambulance Facility triggers this need.

Discussion then followed with an update on the new Ambulance Facility, the status of the eagle on Eagle Hall, school projects, and recommended terms for leases.

The meeting adjourned at 8:30 PM.

Next meeting: Wednesday, July 11th, in the Keyes Room upstairs at the Library. Agenda will be to review the latest planning and project request of the Library Trustees.