



MEETING MINUTES (DRAFT)
Thursday, August 18, 2016 5:30 PM
Milford Police Station
Meeting Room

Members present: Veeral Bharucha, Paul Dargie, Rose Evans, Tim Finan, Chris Pank, and Peggy Seward.

Members Absent: Matt Lydon, Gil Archambault

Staff present: Lincoln Daley, Community Development Director

AGENDA

1. Ambulance Service Project Request – Eric Schelberg
2. Recreation Project Request – Arene Berry & Lincoln Daley
3. School District Project Requests – Paul Dargie
4. Distribution of August 11, 2016 Meeting Minutes
5. Other business
 - a. Next meeting date: August 30, 2016
 - b. Other

P. Dargie convened the meeting at 5:30 PM and proceeded to introduce the members of the CIP Advisory Committee.

Ambulance Service Project Request: Replacement of 2001 Ambulance - \$227,750 (2017): Dargie recognized Eric Schelberg, Ambulance Service Director, who thanked the Advisory Committee for its time and volunteerism on the capital improvements planning process. He went on to explain that he was surprised at the amount of ambulance call activity that was being generated and explained that the Service is 24/7/365 and reports directly to the Town Administrator and Board of Selectmen. The Service is staffed by both paid and volunteer members and the volunteers are the backbone of the operation, and Schelberg gave a brief overview of shifts, staffing, and the new facility which houses 3 ambulances and the fleet vehicle. The ambulances include 2, 2013 models and a 2001 model that is kept as the 'ready-spare'. The 2013 ambulances serve as the primary vehicles and are certified at full paramedic level.

The ambulance department is requesting replacement of the 2001 ambulance in 2018. This request will permit resumption of staggered replacement of the two 2013 ambulances versus purchasing two ambulances at one time in 2023, or sooner, as was done in 2013.

The 2001 ambulance currently has 119,614 miles indicated on the odometer and is kept in service in a back-up roll as a 'ready spare' ambulance in the event one of the two front-line ambulances is out of service for a prolong time due to maintenance or accident.

In 2015 the department responded to 2,082 calls for service that resulted in 1,445 patients transported to various hospitals in Nashua, Manchester and Peterborough.

The two new ambulance are operated using a rotation pattern designed to spread mileage between the two ambulances on a 2:1 basis. The objective is to keep both ambulances in service for ten years. It is envisioned this rotation pattern will prolong the life of one ambulance (3B) such that it would be rotated to first-due ambulance in five years with the 3A ambulance rotated to back-up and the requested replacement ambulance placed in the second due spot. This rotation would be continued going forward such that a five-year replacement cycle could be maintained.

In 30-months of operation, the two 2013 ambulances (3A and 3B), the 3A ambulance has traveled 70,890 miles and the 3B ambulance has traveled 43,932 miles. Based on current call volume and miles traveled, in five years the 3A ambulance will have traveled 141,780 miles and the 3B ambulance will have traveled 87,864 miles. Once moved to first due, the 3B ambulance would then have accrued approximately 175,728 miles by 2023. He further stated that the trade in value for the 2001 ambulance is estimated at no more than \$1,500.

Finan and Daley inquired about the proposed replacement/rotation pattern for the three ambulances.

A general discussion then ensued regarding mutual aid and the services provided by Milford. Schelberg explained that the Milford provides mutual aid when staff is available.

P. Dargie thanked Mr. Schelberg for his time and presentation.

Recreation Department Project Request Brox Community Lands Recreation Fields - \$500,000 (2018). Dargie recognized Arene Berry, Recreation Director who also thanked the Committee for its time. She explained that this project request is for the development of a recreation/sports field complex within the Brox Community Lands to meet the needs for field space to relieve demand on overutilized existing town fields. She continued by summarizing the use of the municipal fields by the Schools, Milford Community Athletic Association, Souhegan Boys and Girls Club, and other community groups and the need to properly manage the fields. As Daley explained, recreation fields have been planned for the Brox Community Lands since 2000, and recent efforts by the Milford Community Athletic Association and updates of master plans include this project. The recently approved Brox gravel removal plans is estimated to begin in 2016-2017 and take 5 years to complete. At this time, the timing for the construction of new fields would not be constructed until after 2021 at the earliest.

Dargie stated that realistically, the fields would be more than six years out before construction begins. The proposed fields on Heron Pond Road will help to meet some of demand and needs.

Finan followed by stating that the community lands recreation fields should remain in the CIP. A general discussion ensued resulting in the members moving the request from 2018 to 2023 (outside of the 2017-2022 CIP planning horizon.)

School District Project Requests: 2017-18 Capital Bond Project - \$3,000,000 – 2016 (2017-18 School Year) and 2021-22 Capital Bond Project - \$5,000,000 – 2021 (2021-22 School Year)

Dargie explained that the project submittals were similar to prior years and were tied into the Milford School District Capital Projects List 2016, a copy of which he distributed to the Committee members. Dargie further noted that the timing of the School Board's process does not coincide with the Town's and that the District will be doing further evaluation of which projects were highest priority. Dargie added that the one project that is definite once the bond is passed is the HVAC system at the Middle School, and that the total cost of projects could be less than the estimate of \$3m.

The discussion then turned to the status and future of other existing school buildings/assets.

Other business: None brought forward.

Motion to adjourn made by Daley, seconded by Evans, no discussion, vote unanimous. Meeting adjourned at 6:45 PM.

Next meeting date is Tuesday, August 30, 2016, Milford Police Department at 5:30pm.