

Town of Farmington
Capital Improvements Committee
Wednesday, October 5, 2016

Committee Members Present:

Paula Proulx, Selectmen's Rep.- Chairman
Ann Titus, Vice Chairman
Martin Laferte, Planning Board Rep.
Arthur Capello, Town Administrator
Joe Pitre, School Board Rep.
Erica Rogers, Admin. Assistant

Committee Members Absent:

Sam Cataldo

1). Call to Order:

Chairman Proulx called the meeting to order at 6:05 p.m.

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Organizational:

Chairman Proulx asked for nominations for the committee officers positions.

Chairman- Mr. Capello nominated Ms. Proulx for Committee Chairman, 2nd by Mr. Pitre. Ms. Proulx accepted the nomination. The motion passed unanimously.

Vice Chairman- Ms. Proulx nominated Mrs. Titus for Committee Vice Chairman; 2nd by Mr. Pitre. Mrs. Titus accepted the nomination. The motion passed unanimously.

4). Review Minutes:

January 7, 2016- No corrections were made.

Motion: (Capello, second Titus) to accept the minutes as written passed 4-0-1 (Mr. Pitre abstained).

February 4, 2016- No corrections were made.

Motion: (Titus, second Capello) to accept the minutes as written passed 4-0-1 (Mr. Pitre abstained).

5). Review CIP for 2017 Budget:

Chairman Proulx asked Mr. Capello to check with dept. heads to see if there are any requested changes to the CIP related to each of their depts.

Discussion included adding another column to the CIP to show the CIP recommendations and the actual approved recommendations, the Public Safety Building bond comes online in 2017 and if the Budget Committee was established as an advisory committee or a "full fledged" Budget Committee.

Statistical Revaluation- Members reviewed a memo from Assessing Clerk Kelly Heon recommending the establishment of a Capital Reserve Fund for the purpose of funding a Revaluation or Statistical Update due in 2019. Ms. Heon wrote that the last revaluation was performed in 2014 and must be conducted at least every 5 years as required by RSA 75:8-a. Based on the estimates from the current Assessor and the DRA, the cost for this service would

range from \$60,000 to \$80,000 she said. She suggested \$25,000 be placed in the fund in 2017 and 2018. The contract for the revaluation would go out for bid in 2018 and then it could be determined how much more would need to go into the fund in 2019.

Mrs. Titus said she favored the Capital Reserve Fund but questioned if the Town could afford to put \$25,000 in the fund each year.

Mr. Capello said the Town has no choice and must fund the revaluation and that it would be better to start saving for it than to see a big spike in the budget in one year.

Motion: (Laferte, second Titus) to recommend adding \$20,000 per year for 4 years for the revaluation passed unanimously.

Recreation Dept. Updates- The committee also reviewed a memo from Parks and Recreation Dept. Director Rick Conway. Mr. Conway wrote that he reviewed the Rec. Dept's portion of the CIP and recommended the following changes;

Page 16, #5- Delete request for generator. The Public Works Dept. was able to make the existing generator work for the Rec. Dept.

Page 17, #7- Change to request the purchase of a two-wheel drive, "side by side" ATV-type vehicle at cost of approx. \$10,000. The vehicle would be used for setting up for events and daily transportation.

Chairman Proulx said more information and justification for the purchase would need to be provided for Selectmen to consider approving the purchase.

Mrs. Titus agreed and said the board would be looking for exactly what type of vehicle Mr. Conway is looking to buy, its intended usage and where it would be stored when not in use. Chairman Proulx then asked if there were any other CIP budget updates.

Mr. Capello said the Police Dept., Highway Dept. and the Transfer Station have no new CIP requests/changes.

He said the Buildings and Grounds budget was overspent but a lot was accomplished and several residents have remarked about the noticeable improvements to Town facilities. He added that Selectmen are presently negotiating union contracts for the Police Dept. and the DPW, that most of the budgets will remain the same or slightly lower and that there may be some savings in the DPW budget when the current Director retires and the Deputy Director takes over in August.

School District - Mr. Pitre reported the School Board is negotiating three union contracts for the teachers, paraprofessionals and the custodians.

He said the board expects to see a reduction in stabilization and adequacy funds and is awaiting the final adjustment at the end of October.

Mr. Capello asked if the School Board looks at projected revenues when setting their annual budget.

Mr. Pitre said the board bases their budget decisions on what the district needs.

Chairman Proulx then asked Mr. Pitre to take copies of the CIP and give them to the School Board members for review. She also asked him to request that the board review the School District information given to the committee for the CIP by the previous Superintendent to see if it still "makes sense".

Mr. Pitre said the School Board is also looking at testing the school roofs to measure their ability to withstand hurricanes, replacement of the furnace heat pumps and replacement of the refrigerators in the cafeterias.

Mr. Capello suggested the School Board/Administration look into low interest loans from the CDFA for emergency improvements and to Eversource for energy rebates or credits for using more energy efficient appliances and pumps.

Mrs. Titus asked if the new Superintendent would be available to attend CIP meetings like the previous Superintendent did.

Mr. Pitre said he did not know her availability.

Chairman Proulx said she has been keeping the Superintendent informed about the committee activities by having copies of the meeting minutes sent to her.

Mr. Pitre then told the committee that the SAU Committee is continuing its research into moving the SAU Office with an eye toward moving the office onto the school campus. He said the committee found that the FMLA building can't be expanded without going into mitigation.

Mr. Capello said it would not be cost effective to expand that building as it has no foundation and sits on a concrete slab. It would be cheaper to build a new building he said.

Mr. Capello then asked when the lease for the current SAU Office would expire.

Mr. Pitre said the lease ends at the end of June.

Mr. Capello asked if the committee has considered using empty school rooms for the SAU Office.

Mr. Pitre said the board doesn't want to take potential classroom space away from the students. He added the next School Board meeting is October 17 and he will address the issues raised by the CIP Committee with the board.

Mr. Capello said he hopes to have the proposed 2017 Town budget to Selectmen by November 3 and to the Budget Committee by Thanksgiving week.

6). Any Other Business: None.

7). Next Meeting: Thursday, November 10 at 6 p.m.

8). Adjournment:

Motion: (Capello, second Titus) to adjourn the meeting passed unanimously at 7 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary

Paula Proulx, Chairman