

Town of Farmington
Capital Improvements Plan Committee Meeting Minutes
Thursday, January 12, 2017

Committee Members Present:

Paula Proulx, Chairman
Ann Titus, Selectmen's Rep.
Arthur Capello, Town Administrator
Ruth Ellen Vaughn, Superintendent of Schools
Martin Laferte, Planning Board Rep.

Committee Members Absent:

Sam Cataldo
Joe Pitre, School Board Rep.

Others Present:

Erica Rogers, Administrative Assistant

1). Call to Order:

Chairman Proulx called the meeting to order at 6:10 p.m.

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Review of Minutes:

December 15, 2016 – No errors or omissions found.

Motion: (Capello, second Titus) to accept the minutes as written passed 5-0.

4). Finalize the 2017 CIP:

Members reviewed the changes requested at the previous meeting completed by Mrs. Rogers. The committee then discussed the suggested revisions made by Mrs. Vaughn and made the following additional changes:

Page 5- Services- add restaurants and convenience stores to list of services located downtown. Add the tax rate table includes state education, local education, County and local tax rates.

Page 6- Introduction- capitalize Article, Selectmen, Bud Com,

Page 7- remove colons after verbs, amend the note following "Examples of Capital Improvements are" to read "for the purpose of the 2016 review the CIP Advisory Committee set a minimum of \$20,000 to be considered a Capital Improvement Plan item", in list of committee members spell out Representative after Paula Proulx, add Selectmen's Representative after Ann Titus

Page 8- list of Committee members- remove Paul Parker, correct spelling of "Joesph", add Ruth Ellen Vaughn, Superintendent of Schools SAU 61, change 2015 to 2016, change section header to read "Classification of Projects by Priority Designation", close up spacing of classifications, capitalize Appendix and add appendix name (CIP Project Priority Designation)

Page 9- change 2015 to 2016, add a narrative in the Highway Dept. section explaining that the Public Works Director did not recommend replacing certain items each year to allow for flexibility for unexpected replacements of capital items, include any potential funding by CRF's
Page 12- Bridge CIP Background, second paragraph, identify "Edwards and Kelcey" as "Edwards and Kelcey Engineers Inc." Item 1, River Road and Hornetown Road Bridges Description- add "Bridge" after Hornetown Road, change "CIP Request" to "CIP Request to Board of Selectmen", change "Proposed" to "Board of Selectmen Proposed to Budget Committee".

Page 15- Fire Rescue, remove the stricken sentences on Public Safety Building, replace with

statement that the building is under construction and no longer part of the Capital Improvement Plan.

Page 16- remove “Equipment Specified”, fix spacing, include information about pursuing a Homeland Security Grant for 95% of the cost.

Parks and Recreation- delete the generator request.

Page 17- Parks and Recreation, delete the 2 wheel drive truck and the side by side vehicle, Assessing- add to description that the CIP requested \$25,000 be put in a CRF and that the Selectmen proposed taking the \$25,000 from the undesignated fund balance.

Appendix A - school and town tax rate is not calculated the same way, remove the 2005 information from the chart, amend Percent Change figures, verify the figures with the Town Clerk.

Appendix C - indicate the number of Yes and No votes if available, indicate that the vote was done by a show of hands and that the moderator determined the majority of the vote.

Appendix E- indicate what is to be funded in 2017, add a summary of how the items were prioritized, delete generator, 2 wheel drive truck, side x side, new Fire and Police Stations, rescue truck, Police vehicles and 6 wheel dump truck (“out” ?).

Appendix G - remove “red listed” and “not red listed”, remove “Dale” and “Edwards and Kelsey” and replace with “Estimated Cost”, add 2% cost escalator for each year, remove the following page with priority list for dates beyond the six year plan.

Appendix H – add a note stating that the figures shown assume a 5% cost escalator per year for replacement, remove columns “Replacement Costs 2015” and “Replacement Costs 2016”, add a column for “Replacement Costs 2022”.

Appendix I – Quote for SCAB, remove entire page.

Appendix K – spell out “Emer” (Emergency), “Tec” (Technology), “Veh” (Vehicle), “Equip” (Equipment), correct spelling of equipment on Rec. Equipment line.

Appendix N - amend title to read “Ten Year Budget”, remove figures for 2005.

Appendix O – remove the 2014 School Projected Capital Expenses page and replace with 2017 Proposed School District Capital Improvement Plan.

Remove the two memos from the Recreation Director regarding CIP updates.

Add the Assessing Clerk’s memo about the establishment of a Revaluation CRF.

5). Any Other Business:

Next Meeting – February 16, 2017 at 6 p.m.

Agenda – Review changes and finalize the CIP

6). Adjournment:

Motion: (Laferte, second Titus) to adjourn the meeting passed unanimously at 8:05 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Paula Proulx, Chairman

