

Town of Farmington  
Capital Improvements Plan Committee Meeting Minutes  
Thursday, October 19, 2017

**Committee Members Present:**

Paula Proulx, Chairman  
Ann Titus, Vice Chairman  
Arthur Capello, Town Administrator  
Martin Laferte, Planning Board Rep.  
Sam Cataldo, Budget Committee Rep.

**Committee Members Absent:**

Ruth Ellen Vaughn, SAU Superintendent, excused

**Others Present:**

Erica Rogers, Administrative Assistant

**1). Call to Order:**

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

**2). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**3). Election of Committee Officers:**

Chairman: Motion: (Capello, second Titus) to nominate Paula Proulx for Chairman passed 5-0.

Vice Chairman: Motion: (Proulx, second Capello) to nominate Ann Titus for Vice Chairman passed 5-0.

**4). Review of Minutes:**

The minutes of the last meeting were not available for review.

**5). Kickoff the 2018 Capital Improvement Plan:**

Chairman Proulx welcomed the members to the kickoff meeting of the 2018 CIP. She asked Mr. Capello if the dept. heads had submitted any changes to their individual capital improvement requests for their dept.

Mr. Capello said the DPW Director has submitted a list of recommended updates to the CIP and the other depts. are not requesting any additions at this time. He said there is a warrant article planned seeking to purchase a new ambulance from the Emergency Motorized Equipment Capital Reserve Fund and plans to purchase a bucket loader with state funds.

He explained that Mr. Laferte learned of a grant program to reduce diesel engine emissions by upgrading equipment and vehicles. The Town has applied to the NH Clean Diesel Grant Program, and if awarded, the grant would fund 75% of the cost to replace the 1999 John Deere wheel loader. The remaining cost would be funded with the \$141,000 in surplus state highway funds already received and the sale of the old wheel loader for scrap metal resulting in no tax impact he said.

Mr. Laferte asked about the replacement of the Scott Air Packs for the Fire Dept. planned for this year.

Mr. Capello said the Town did not receive the grant to fund the air pack replacements. He said

that towns with no full time Fire Dept. staff get “dibs” on the grant funds and noted that Farmington has 1 full time Fire Dept. employee.

He said someone misread expiration date on the bottles and that they don’t need replacement until 2019. The Fire Chief plans to reapply for the grant next year and replace the air packs in 2019 he said.

Mrs. Rogers suggested they check to see if there will be an increase in the price for the air packs by pushing their purchase out by one year.

Mr. Laferte asked if all of the Public Works vehicles in the CIP were included in Mr. Gagnon’s updated list.

Mr. Capello said the vehicles were included but in a different format than the previous Director.

Mr. Cataldo asked about the quantity of water output in the Town wells.

Mr. Capello said well #5 has been fixed and that Selectmen hired a groundwater exploration firm that has identified potential replacement sites for well #4 due to water quality/safety issues.

Mr. Laferte asked about Mr. Gagnon’s recommendation to fund the design and construction of a new salt storage shed in 2018.

Mr. Capello said the roof of the existing salt shed was damaged by the truck making a salt delivery and the temporary repairs to the building were paid by the insurance company. He added that immediate replacement of the shed is not necessary.

Mr. Laferte said a decision not to replace the shed and relocate it from the landfill to the highway garage “may come back to bite us” if the state forces the Town to take action regarding the potential for high salt levels in the landfill monitoring wells.

Mrs. Titus said she thought the \$425,000 cost estimate for the replacement is too high.

Mr. Capello suggested the estimate may be too low as the Town of Wakefield recently replaced their salt shed at a cost of \$600,000. He explained that the sheds are expensive because they must be designed and built with materials that don’t rot such as concrete and cedar timbers.

Mrs. Titus said the shed could probably be replaced 3 or 4 times with the current design at that price. She then asked if there is any salt in the landfill monitoring well now and if the project would go out to bid if approved.

Mr. Capello said the wells at the landfill are tested yearly and there is only a trace amount of salt in the wells at this time. He said if construction of a new shed is approved, the project will go out for bids.

Mr. Laferte asked about the estimated price for the new ambulance.

Mr. Capello said the ambulance is expected to cost approx. \$200,000.

Ms. Proulx said she noticed that another ambulance company is using the new Ford Transit Vans which are shorter in length but taller for more head room. She asked if there is enough room for all the necessary ambulance equipment in this type of vehicle and if it being considered as potential new ambulance for the Town.

Mr. Capello said he thought this type of van is being used more as a non-emergency transport vehicle and not as a front line ambulance. He added that he didn’t think it is outfitted with the same equipment as a first line ambulance.

Mr. Cataldo asked if there is plan for future road repairs.

Mr. Capello said there is a 5 year road maintenance/repair plan posted on the Town website.

Mrs. Titus noted that Mr. Gagnon's recommendations include renovation of the former Police Station into a Senior Center and asked if the plans also include space for a Teen Center.

Mr. Capello said there are so many moving parts and unknowns to this issue that it is not on the "radar" at this time.

Mrs. Titus asked if the deteriorated pavement and drainage at the Town Hall parking lot was caused by snow being plowed into the lot.

Mr. Capello said the pavement and drainage needs to be replaced due to age and water damage to the basement and resulting mold issues in the furnace room.

Mr. Laferte said the DPW Director may be "shooting himself in the foot" by not recommending various pieces of equipment including the bucket loader be replaced in the next few years. He added there was no previous discussion about purchasing a mini-excavator in 2018.

Discussion included amount totals in the related Capital Reserve Funds, potential lease purchase of DPW equipment, invite the DPW Director to attend a CIP meeting and amount of funds encumbered for 2017.

Consensus of the Committee was to ask Mr. Gagnon to submit a prioritized list of the dept.'s needs, to amend the recommendation regarding the purchase of the bucket loader to read "Recommend not including in replacement at this time *pending receipt of grant*" and to make a list of questions to be submitted to Mr. Gagnon.

Chairman Proulx asked the Committee to review the list of updated DPW CIP recommendations and compare it to the CIP for discussion at the next meeting.

#### **6). Set Schedule for 2018 CIP:**

Chairman Proulx said the Committee needs to make CIP recommendations for the budget for presentation to Selectmen by January.

Mr. Capello said he has already begun meeting with dept. heads to discuss their budget proposals for 2018. He said he expected to complete the dept. head meetings soon and begin review by Selectmen in November.

Consensus of the board was to hold the next CIP meeting on Thursday, December 7, 2017.

#### **7).Any Other Business:** None

#### **8). Adjournment:**

Motion: (Titus, second Capello) to adjourn the meeting passed unanimously at 6:55 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

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Paula Proulx, Chairman