

Town of Farmington
Capital Improvement Plan Committee Meeting Minutes
Thursday, December 28, 2017

Committee Members Present:

Paula Proulx, Chairman
Sam Cataldo, Bud Com Rep.
Arthur Capello, Town Administrator
Martin Laferte, Planning Board Rep.
Ann Titus, Selectmen's Rep.

Committee Members Absent:

SAU Superintendent Ruth Ellen Vaughn, excused
Joel Chagnon, School Board Rep.

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). Review of Minutes:

October 19, 2017- amend to include that Mr. Cataldo is the Bud Com rep.

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

February 15, 2017- amend to include that Mr. Cataldo is the Bud Com Rep.

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

February 28, 2017- amend to include Mr. Cataldo is the Bud Com Rep., strike "Angela Hardin" from the list of absent members.

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

4). Plan CIP for 2018:

Mr. Capello said following the recent tax rate increase and the proposed budget for 2018, he did not think the Board of Selectmen would approve any more than \$15,000 be placed in the Self Contained Breathing Apparatus Capital Reserve Fund (SCUBA CRF) and no more than \$5,000 each in the other existing Capital Reserve Funds. He said he also planned to bring two warrant article proposals to the board, one to fund the Master Plan update (\$30,000) and the other to fund improvements to downtown streets.

The committee briefly discussed the requirements for replacement of the Scott Air Packs for the Fire Dept. and possible funding options for their replacement.

Mr. Capello said the Town received all of the air packs at the same time so now they all have come due for replacement at the same time.

Ms. Proulx asked how much money was in the SCUBA CRF at this time.

Mr. Capello estimated there is about \$30,000 in the fund.

Mr. Laferte said the Town would probably not be awarded a grant for the air packs as the Fire

Dept. has 1 full time employee (towns with no full time Fire Dept. staff get dibs on grant funds). Mrs. Titus asked if it would be possible to set up a rotating schedule for replacement of the air packs so the Town would not have to bear the entire cost for 30 units all at once.

Mr. Capello said he was not sure of the legality of such a plan and would send out an e-mail blast to other Town Administrators to find out if her suggestion was feasible.

Mr. Laferte asked about the status of the application to the NH Clean Diesel Grant Program which would fund 75% of the cost to replace less environmentally safe diesel powered vehicles.

Mr. Capello said the grant has been awarded to the Town and the money will be used to replace the bucket loader. He added that he would still recommend that \$5,000 be placed in the Highway Dept. Motorized Equipment CRF as the DPW has other vehicles that will need to be replaced.

Mr. Laferte asked about the plans to replace the salt shed now located at the landfill and warned if the state decides to come in and test for high salt levels in the landfill monitoring wells the Town may find out it has "got a problem" there.

Mr. Capello said there were no plans to fund the design of a new salt shed at this time.

Discussion also included the condition of other DPW equipment, what is fixable, what is at the point where you can't "patch the patches" and needs to be replaced.

Mr. Capello said he would ask DPW Director Jason Gagnon to attend a future meeting and give the committee more information about the condition of the dept.'s equipment.

Motion: (Titus, second Capello) to recommend putting \$15,000 in the Self Contained Breathing Apparatus CRF, \$4,000 in the Recreation Equipment CRF, \$5,000 in the Highway Dept.

Motorized Equipment CRF, \$25,000 in the Town Revaluation CRF from the 2017 undesignated fund balance, \$5,000 in the Bridges and Road Design CRF and to make no appropriation to the Emergency Medical Motorized Equipment CRF and the Future Technology CRF passed 5-0.

Mr. Capello said he would work with Mrs. Rogers to update the appendixes and spreadsheets for 2018 and to change the date of the plan to run from 2018 to 2023.

5). Next Meeting: To be determined

6). Adjournment:

Motion: (Laferte, second Titus) to adjourn the meeting passed unanimously at 6:40 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Paula Proulx, Chairman