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**Town of New Durham
Capital Improvement Program Advisory Committee
Minutes of the October 7, 2015 Meeting**

1. Call to Order: By Chair Jarvis at 7:00 PM.

Present: Theresa Jarvis, Chair and Member At Large
Theresa Chabot, Vice Chair and Planning Board Representative
David Bickford, Board of Selectmen Representative
Anthony Bonanno, Budget Committee Representative
Denis Martin, Member at Large

Also Present: Sergeant Meatty, NDPD, Chief Varney NDFD and Greg Anthes, Resident.

2. Approval of the 9/30/15 Minutes:

- Edits were made to the spelling of Tony's last name, item 4, last sentence and section 5 in regards to the Transfer Station.
- **MOTION:** *To approve the September 30, 2015 CIP minutes as amended.* (Bickford/Bonanno) Vote: 5-0-0.

3. Police Department: Sgt. Meatty, Officer in Charge

Police Vehicles: Currently the fund has \$84,784 in it. However the costs of the 2015 cruiser purchase has not been deducted at this time. The 2010 Ford Crown Vic was destroyed in last year's accident. As a result the 2008 Ford Expedition, scheduled to be replaced in 2016, was moved to 2017.

Sgt Meatty was asked what the life span of a cruiser is. He stated that it depends on what staffing levels will be in the future. Tony asked if we need 5 vehicle – can't officers share? Chief Varney stated that to move equipment from one cruiser to another costs \$ 10,000+/- . After a lively discussion regarding the correct number of cruisers to have Chair Jarvis remained the CIP Committee that the decision regarding the number of vehicles to have rests with the Board of Selectmen.

- **MOTION:** *To reduce the number of cruisers from 5 to 4.* Bonanno/Bickford. In favor: Bickford, Bonanno, Martin; Opposed: Chabot, Jarvis. . 3-2-0

The Committee then discussed replacing cruisers on an eight year cycle. Consensus was reached.

Public Safety Facilities: Currently the fund has \$ 97,152. However the costs associated with the remodeling of the Fire Station's front room have not been deducted.

Building issues that need to be addressed at the Police Station include the roof over the entry has missing shingles and the overhead door for the garage needs to be replaced (\$ 3,000+/-). Also mentioned was the need to fix and upgrade the security system (\$ 4,000+/-). The Trustees of the Trust Funds will need to be consulted by the Board of Selectmen to see if these repairs can come from the Public Safety Facilities CRF or if they should come from the Town Building Expendable Trust Fund

4. Fire Department: Chief Varney

Fire Truck CRF: Currently the fund has \$ 346,564. Chief Varney informed the Committee that they no longer have to place an engine "out of service" when it becomes 25 years old. Engine 1 is scheduled for replacement in 2019: Chief Varney suggested lowering the cost to \$ 350,000. Chief Varney feels that the cost to replace the "mule" is in the \$ 10,000 range. The mule needs to be added to the CIP plan. Since replacing the boat and trailer will each be less than \$ 3,000 they can be removed.

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In 2014 Chief McCaffries recommended that the 2001 ladder be sold and replaced with a 3000 gallon tanker. Chief Varney disagrees with this recommendation as he feels that New Durham fire apparatus has sufficient water capabilities until mutual aid arrives and at this time the only cost for the ladder is maintenance. Since the ladder has a 45 year life span he feels that it can be budgeted for in the future.

Fire Department Ancillary Equipment: Currently the fund has \$ 36,000. Chief Varney stated that all the SCBAs are due for replacement in 2018 at a cost of \$ 140,000. He will be applying for grants – hopefully a 50/50 grant, to offset this cost. He suggested that \$ 15,000 be added to this CRF which the Committee agreed with.

Public Safety Facilities: Chair Jarvis asked what the status was in regards to replacing the furnace and below ground oil tank. Chief Varney explained there is an issue in the 1980 apparatus bay having only 6 inches of insulation and duct work problems if more is added. The Chief estimated that it would cost \$ 3,000 for the duct work and to remove the oil tank. The remodeling of the front room will need \$ 20,000. The apparatus bay's 8 foot lights cannot be replaced. Some action will be needed.

Due to the age of the fire station, water system and septic system coupled with the needed work at the Police Station the Committee feels that \$ 10,000 should be added to this account.

Other: Chief Varney discussed fire protection in the Kings Highway section of town. Wolfeboro is willing to respond mutual aid, when available. He feels the town needs a permanent solution – either contract with Wolfeboro or build a 2 bay station. Tony stated that we will need staff if we build a station. Chief Varney stated that the Lake Winnepesaukee Golf Club is willing to train their maintenance staff as firefighters. In 2011 the estimated cost for a 2 bay station was \$ 38,000. There is a 1 acre parcel at the end of Copple Crown Road and 25 acres near the Middleton line that the Town could look into.

5. Next Meeting: Tony and Terry J. have been unable to confirm that there is a Budget Committee meeting on 10/14/15 when the CIP is scheduled to meet. In order to avoid a conflict the CIP Committee will move its next meeting to Thursday 10/15/15. They will notify the Road Agent and ask the Town Administrator to post the change in date.

Terry J. requested that everyone turn in their edits to the first 10 pages to her at the next meeting. She will then prepare a draft 2016 report based on everyone's input. Terry J stated she cannot update all the spreadsheets and she will notify the TA of this and suggest that the Land Use Assistant be responsible for the updating as the Advisory CIP Committee reports to the Planning Board,

6. Adjournment: **MOTION:** *To adjourn.* Martin/Jarvis. 5-0-0. Meeting adjourned at 9:28 PM

Respectfully Submitted
Terry Jarvis