

CIP Committee  
DRAFT Minutes  
Wed., August 14, 2013  
6:30 pm

Meeting commenced at 6:30 pm in the Fire Station Conference Room

Present: Anne Abear, Normand DeWolfe, Steve Felton, Susan MacLeod  
Absent with notice: Mark Scarano, Jeanette Stewart

**1. Minutes of July 30, 2013:** Anne motioned to accept as written; Norm seconded; all in favor

**2. Action items from July 30, 2013:** Fire Dept.: Steve Heath submitted write up regarding grants to be pursued when available, an estimate for lease/purchase for fire truck and an explanation of mutual aid to answer question from 7/30. From Paul Town Office: 1. Boiler replacement estimate for \$12,610 did not include circulator pumps and isolation valves and their installation. **Follow up with Paul on lifespan of current ones, when they may need replacement and cost.** 2. GIS Mapping: Free is not a realistic option. DPW: 1. Roads: Still waiting for the schedule of roadwork and costs. CIP will recommend the annual \$125,000 reserves and DPW budget line until other numbers are submitted. Thompson St: a bond by W&S and DPW work will be coordinated. 2. Chipper: Current one being overhauled to extend its use. Electric Department has a newer one. Took \$50,000 off the spreadsheet. 3. 1985 Chevy replacement: W&S gave 2003 Chevy to DPW so \$34,000 moved from 2016 to 2019. Park & Recreation: Nothing submitted. Steve sent direct emails to **Jim Gleich and Tim Paquette requesting information.** SAU: no further updates. The work has started on the new entry.

**3. Review second draft of 10-year Spreadsheet:** General Government: Determined that lighting not in budget so \$7,800 in 2014; Plugged in \$12,610 for boiler in 2016. Any software upgrades needed? No. Police: Will add breakdown of current yearly lease amounts to add. Fire: For fire truck, whether lease/purchase or outright purchase, money needed in early 2015, replaced \$100,000 over 5 years with \$82,000 over 7 years (2014-20). Can adjust if the 95/5 grant comes through. DPW: Backhoe for \$125,000 had \$18,000 over 5 years doesn't add up; will review if other information changed cost. Also follow through on Hazard Mitigation Grants. Baler: It was suggested to look for a used one from the closing grocery stores (6 Shaws and 6 Shop and Saves). Also research America the Beautiful grant. Loader: Warrant article for 5 year lease/purchase passed. Need to get principal and term interest payment information from Anita. Electric: Question on bond for N. Ashland Rd.: not paid for through Town. Water & Sewer bonds: Looking at the high interest rates (3.9%, 5.4%), they should be refinanced. SAU: nothing in 2014. With the bond and lease payments added to the spreadsheet, the tax rate went to \$2.40, so discussion was how to reduce that. Could some things get accomplished this year (repaving projects); get grants (window replacement); consider using money from reduced hauling fees for the Transfer Station to put towards a forklift; pay off lease on fire truck this year instead of 2014. This will be part of the discussion at next meeting with all the departments. W&S: 2013 Sewer operating costs \$279,000 with revenues of \$240,000. Income from septage receiving used to cover operating instead of being used towards receiving station project. Water just breaks even. 1.2 million dollars on the W&S spreadsheets for 2014. Town needs to understand the situation because sooner or later, a general obligation bond will be paid by the taxpayers.

Steve distributed forms for 10-year history of capital expenditures, history of operating expenditures by function, and forecast of future operating expenditures and debt service. For the history of capital expenditures, the next 10 more significant than the past 10. **History of operating expenditures** should be an electronic file in town office. **Anne offered to follow through on getting this form done.** The forecast would be based on the past trend, anticipated spending, debt and capital reserves. It would put together a full picture for Town part. What the county and school will look like also a consideration. CIP will attempt to do this prior to public presentation.

**Steve will update spreadsheet and email out.**

**4. Next Meetings:** Tues., August 27 at 7:00 pm in school cafeteria to present spreadsheet to BOS, all dept. heads and commissioners.

Thursday, September **19** at 6:30 pm in school **gym** to present to public at Budget Committee forum.

8:40 pm: Motion to adjourn by Steve; seconded by Anne; all in favor.

Notes by Susan MacLeod