

Capital Improvements Program Committee (CIP)

MINUTES

September 21, 2021

APPROVED: 10/19/21

AGENDA: Workshop with Department Heads

ATTENDING: Bill Cote (Chair), Joe Lukeman, Don Milbrand, Randall Kelley

ABSENT: Steve Favorite (Vice Chair), John Bianchi

OTHER: Christina Goodwin (Land Use Manager), Highway and Transfer Station Superintendent Mark Bucklin, Kelley Park Representative Les Dion

The meeting opened at 5:15 pm with a quorum.

WORKSHOP:

Kelley Park – Representative Les Dion reviewed the current Worksheet with the Committee:

- A discussion was held regarding the budget – questions about the budget were discussed. Ms. Goodwin pointed out that the budget is not for this Committee's review, but for the review of the capital projects that should be included in the plan.
- Mr. Cote inquired about the 5-year plan presented several years ago. Ms. Dion reported that most of that plan has been completed – the baseball field has been redone, the softball field has been redone, the t-ball field removed and grassed in, general maintenance on the buildings has been done and a new water fountain has been installed.
- Kelley Park is moving forward with the Design Charrette over the next few years. They have hired an architect. A new building was looked at for the center of the field, however, it made more sense to redesign the current concession building to be a usable space with the correct storage. It is proposed to keep \$20,000 per year for the next three years in the Worksheet. This will cover:
 - o Building redesign
 - o Building renovations
 - o Pathway through Park
- Les also mentioned that the Kelley Park is considering area for seating, a better entrance from the Elementary School which would give an easier grade to walk down and maintain, and then a possible walking entrance from Lake Street.

Highway Department – Superintendent Mark Bucklin reviewed the current Worksheet with the Committee:

- Change six-wheel dump truck to replacement year 2024
- Change the 2015 F-550 Truck to replacement year 2023
- Change the 2017 F-550 Truck to replacement year 2025
- For the 4X4 Dump Truck, which is a new item in 2021, add life term 10 years, replacement year 2031 and replacement cost \$160,000.
- For Vacuum Truck, update the year – it is a 2008 but was purchased in 2021. It should be replaced in 10 years or 2031, which would be 22 years from the current model year.

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- For Front End Loader – change life term to 15 years with replacement year of 2035
- For Skid Steer – add model year 2018, life term 20 years, replacement year 2038 and replacement cost \$50,000.

AUGUST 31, 2021:

There were technical difficulties with the recording and the minutes are being prepared for the next meeting.

COMMUNICATIONS: None.

UNFINISHED / NEW BUSINESS:

None

NEXT MEETING:

The next meeting will be held on September 28, 2021, at 5:00pm. The Department Head's will be re-invited to the October 19 meeting to finalize any changes. The Committee will finalize and approve the Worksheet and Narrative at the October 26 meeting. November 10 is the presentation to the Planning Board. November 18 is the presentation to the Select Board. The Budget Committee is to be determined.

With no other business before the Committee, D. Milbrand made a motion, second by R. Kelley, to adjourn at 6:05 pm. The motion carried 4-0.

Respectfully submitted,
Christina Goodwin
Land Use Manager