

## MINUTES

### **Sanbornton Capital Improvements Program Committee (CIPC)**

**Meeting Date and Time:** Monday, November 28 2016 at 5:30 PM

**Meeting Place:** Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Andy Sanborn at 5:30 PM. All in attendance recited the Pledge of Allegiance.

**Present:** Craig Davis, Citizens' Representative; Julie Lonergan, School Board Representative; Dick Gardner, Planning Board; Andy Sanborn, Chair/Citizens' Representative, Nina Gardner, Citizens' Representative; Craig Weisman, Budget Committee Representative; Katie Ambrose, Town Administrator; Katy North, Selectmen's Representative.

**Approval of draft CIPC minutes from 11/14** – Craig Davis made a motion to approve the draft minutes of 11/14. Craig Weisman seconded the motion and the motion passed, with Andy Sanborn abstaining.

### **New Business**

#### **a. Discussion with department heads on purchase requests:**

**Police Department** - Chief Hankard explained that the Police Department has been trying to keep vehicles longer and did not purchase a new cruiser in FY16. The main duty car is at 13,000 miles, the second line car is at 92,000, and the pick-up is at 29,000 miles and is anticipated to be kept for ten years. Chief Hankard has requested \$30,000 for a small SUV cruiser and the formal quote he received for the cruiser is just below that. An additional \$3,000 will be needed to equip the vehicle. Craig Davis asked if lights can be transferred over to the new vehicle from the old, and Chief Hankard responded Yes and stated that many items can be moved over and adapted from the current cruiser.

The Police Chief also requested \$20,000 for a concept and design for a new police station, and stated this amount was based on an informal quote from the architect that worked on the Center Harbor police station. He stated that Sanbornton's current station has many safety issues, and that the \$20,000 that was voted in at the last Town Meeting would only be used for improvements until a new facility is in place. Nina Gardner asked if there would still be a lack of security for personnel even with these interim improvements and Chief Hankard responded Yes. Town Administrator Katie Ambrose reminded the Board that she is still waiting on the final report from the engineer who conducted the study of the Town Offices and the Life Safety Building. Chief Hankard stated that he will continue proposing this purchase request each year until it is approved.

**Fire & Rescue** - Fire Chief Paul Dexter has requested to purchase a new ambulance, explaining that \$260,000 has already been earmarked for this. He explained that the only existing ambulance cannot take a patient to their hospital of choice because it would mean the ambulance would be out of town for too long, and a second ambulance would remedy this. The second

ambulance would also allow the current ambulance's lifespan to be extended. Chief Dexter stated that the ambulance fund was renamed in 2005 for the purpose of being able to use that fund to buy other items, but it has not been used for protective clothing and the like for several years in order to plan for a new ambulance. Dick Gardner asked if there would be added personnel cost for a second ambulance. Chief Dexter responded No, and explained that currently a second crew is already paid to respond if there is a second call when the only ambulance is being used (they use a different vehicle). Julie Lonergan asked how many ambulances Belmont, Tilton and Franklin have, and the Chief responded that they all have two. Craig Weisman stated that Chief Dexter has done well planning each year for this purchase and that this is an example of what other departments should be doing as well.

The Fire Chief's requests for a Fire Truck and Forestry Truck were described as part of a replacement plan that has been in place for years. The Fire Truck is being requested for the year 2020. Selectman Katy North mentioned that the Chief's request for the painting of the Life Safety Building is already included in the Selectmen's request for ongoing maintenance of town buildings.

**Recreation Commission** – Tracy Wood, Chair of the Recreation Commission, explained the request for a new recreation building at the Town Park. She provided the same drawings that were proposed last year as part of this request and explained that the previous building had been condemned and demolished in September 2014. She explained that one part of the building would be for storage and the other would be for an office and meeting space for community groups to use. She also explained that the Recreation Department already has \$30,000 from fundraisers and childcare program revenue to use toward the building, therefore the request for \$98,000 is only \$60,000. Nina Gardner stated that \$55k from Recreation revenues comes back to the Town each year, and that perhaps the funding for this building could come from that money. She also stated that less than 25% of Sanbornton families have school-aged children but the meeting space this building could provide may be a draw for older residents.

### **Other Business**

**\*\*IMPORTANT DATES\*\***

Meeting - Monday, December 5th at 6:30

Final recommendations from the CIPC to the Board of Selectmen are due December 9th.

**Meeting adjourned at 7:30.**

Respectfully submitted,

Audry Barriault, CIPC Secretary