

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Tuesday, November 12th at 7:00 PM

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

The meeting was called to order by Chair Andy Sanborn at 7:05 PM.

Present: Jody Slack, Planning Board; Andy Sanborn, Chair/Citizens' Representative; Nina Gardner, Citizens' Representative; Deb Schneckloth, Planning Board, Selectman Jim Dick, Kate Osgood, Budget Committee Representative

Approval of draft minutes from 10/29 – Nina Gardner made a motion to approve the draft minutes of 10/29. Jody Slack seconded the motion and the motion passed unanimously.

New Business

a. CIP Requests from BOS

The Committee discussed and voted on the following requests:

Board of Selectmen

Facilities Maintenance & Repair – Selectman Jim Dick explained that the Selectmen would like to continue to add to this CRF though there are no planned projects right now. Nina Gardner noted that even if there are no specific plans for this funding it should still be part of the plan for future needs that come up. She also mentioned that she would still like to see a detailed report of all maintenance needs in the town such as when roofs are due to be repaired, when furnaces will need to be replaced, etc. for planning purposes.

Selectman Dick explained that the \$25,000 library roof repair request would be a maintenance item and should be included in this request. Nina Gardner made a motion to include the request for Facilities Maintenance & Repair in the CIP plan and recommend funding at \$90,000 for FY21 (\$65,000 plus \$25,000 for the roof repair) and \$65,000 from FY22 through FY26. Deb Schneckloth seconded the motion and the motion passed unanimously.

Phosphorus/Milfoil Reduction – Nina Gardner made a motion to include the request for Phosphorus/Milfoil Reduction in the CIP plan and recommend funding at \$5,000 from FY21 through FY26. Jody Slack seconded the motion and the motion passed unanimously.

New CRF for Town Building Construction – Selectman Dick explained that the Selectmen would like to propose establishing a CRF in the amount of \$200,000 but not tie the funds to a specific project, though one should be proposed at Town Meeting 2021 by the Building Committee. This new CRF would require a warrant article at Town Meeting. He noted that the highway garage payments of \$135,000 per year will be done in FY21, and allocating \$150,000 for new building construction for years thereafter would create only a nominal increase to the tax rate.

Chair Sanborn noted the Fire Department is already requesting building updates in the amount of \$175,000 for FY21. Nina Gardner made a motion to modify the CIP request for \$200,000 for FY21 for a New Building Construction CRF and instead do this in FY22 through FY26 in the amount of \$175,000 or until money is expended on a new building project. Deb Schneckloth seconded the motion and the motion passed unanimously.

Old Town Hall Repair & Restoration – Selectman Dick noted that there was no money put towards this CRF last year, as the Old Town Hall was included in the \$5 million warrant for a new town building complex that failed at Town Meeting. This request for \$25,000 puts the same level of funding in the CRF as in previous years while a project list is being developed; there is currently \$53,000 in this CRF. Nina Gardner made a motion to include the request for Old Town Hall Repair & Restoration in the CIP plan and recommend funding at \$25,000 from FY21 through FY26. Jody Slack seconded the motion and the motion passed unanimously.

Town Building Improvements – There is currently \$118,000 in this CRF. Kate Osgood made a motion to include the request for Town Building Improvements in the CIP plan and recommend funding at \$25,000 from FY21 through FY26. Jody Slack seconded the motion and the motion passed unanimously.

Police

Police Cruiser FY21 through FY26 – Nina Gardner made a motion to update the CIP request for a cruiser in FY21 to \$40,000 with a 3% increase yearly; in FY22 at \$41,200, in FY23 at \$42,436, in FY24 at \$43,710, and in FY25 at \$45,020, and FY26 at \$46,371. Jody Slack seconded the motion and the motion passed unanimously. The new cruiser models are hybrid and the old models are no longer being manufactured, which is the case for adjustment in funding.

New Police Station Concept & Design – Nina Gardner stated that including these types of requests on the plan inform and remind residents of what is needed by departments, even if a new police station is part of a larger town building project in the future. Nina made a motion to add \$20,000 for the police station design and \$98,000 for the recreation building to the CIP plan for FY21, which have both been on the plan in the past. Deb Schneckloth seconded the motion and the motion passed unanimously.

Fire Department

Ambulance (for purchase in 2024) – Selectman Dick noted that this is funded by user fees, not taxation. Selectman Dick made a motion to include the request for \$230,000 for ambulance purchase in FY24 on the CIP plan. Nina Gardner seconded the motion and the motion passed unanimously.

Fire Truck – At a previous meeting, Fire Chief Paul Dexter explained that he would like to update the replacement schedule due to unforeseen replacement of Fire Engine 3 (2002 E-One). Rather than keep putting money into this truck to fix, which was purchased on salvage title, he would prefer to put less funds towards Engine 1, a 2001 Freightliner, which is more valuable to the department. He also recommended funding the Fire Truck CRF at \$80,000 for FY20 and FY21 as outlined in the plan already, but increasing for future years. Nina made a motion to include the Fire Truck CRF in the CIP plan in the amount of \$80,000 for FY20 and 21 as currently outlined, but increasing to \$90,000 for FY22-FY24 and \$95,000 in FY25 to account for increase in costs. Selectman Dick seconded the motion and the motion passed unanimously.

SCBA Finance – Because the invoiced amount for the air packs voted on last year came in lower than the approved CRF amount, Nina Gardner made a motion to change the debt service amounts on the CIP plan to \$39,000 for FY21 through FY23, with an additional payment of \$26,000 in FY24 (totaling \$65,000 for FY24 only). Jody Slack seconded the motion and the motion passed unanimously.

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Life Safety Building Renovation – Nina Gardner made a motion to include the request for \$175,000 in the CIP plan for FY21 only. Deb Schneckloth seconded the motion and the motion passed unanimously.

Highway Department

Town Roads – Deb Schneckloth made a motion to include this request for road repair in the CIP plan for FY21 through FY26 and recommend funding at \$600,000. Jody Slack seconded the motion and the motion passed unanimously.

Town Bridges – Chair Sanborn stated that there was discussion about a possible increase for bridge repair as some bridges in town are still red-listed and are costly to fix. Given the other requests included in the plan for FY21, Nina suggested not adding more funds to the Bridge CRF. Kate Osgood made a motion to include the request for bridges in the CIP plan for years in the amount of \$100,000 for FY21, but increase to \$150,000 for FY22 through FY26. Jody Slack seconded the motion and the motion passed unanimously.

Heavy Equipment CRF – Chair Sanborn suggested funding this existing CRF in order to offset costs for future replacement of the loader and possibly the grader; he reminded the Committee that the Highway Department is not requesting a new truck for FY21. Chair Sanborn made a motion to include this in the CIP plan and fund at \$35,000 for FY21 through FY23. Nina Gardner seconded the motion and the motion passed unanimously. Deb Schneckloth made a motion to remove the \$35,000 figure from the CIP plan for FY21 for Truck 1. Kate Osgood seconded the motion and the motion passed unanimously.

Other Business

a. CIP Spreadsheet – Nina made a motion to leave the FY2020 numbers in the CIP spreadsheet for historical reference purposes. Selectman Dick seconded the motion and the motion passed unanimously. Selectman Dick made a motion to authorize Chair Andy Sanborn to review and approve the final version of the CIP spreadsheet. Jody Slack seconded the motion and the motion passed unanimously.

Meeting adjourned at 9:00pm.

Respectfully submitted,
Audry Barriault, CIPC Secretary