

MINUTES

Capital Improvements Program Committee

Meeting Date and Time: Monday, November 6th 2023 6:30 PM

Meeting Place: Old Town Hall, 19 Meeting House Hill Rd, Sanbornton NH

Present: Chair Andy Sanborn, Nina Gardner, Bob Silvia, Selectman Glenn Frederick

a. Minutes of 10/23 – Chair Sanborn made a motion to approve the draft minutes of 10/23/23. Nina Gardner seconded the motion and the motion passed, with Nina Gardner abstaining.

b. Fire Dept requests – Fire Chief Paul Dexter provided a spreadsheet outlining truck replacements. He has received quotes of over \$600,000 for a new fire engine and the CRF will not have enough money if he continues to put \$100,000 in each year; he is requesting to increase that to \$125,000. He noted that it will probably need to increase again in 2031 to sustain apparatus replacement.

Chief Dexter explained that he has been putting \$39,000 towards air packs for the last several years and the lease purchase is up this year. He is requesting \$25,000 for the next ten years to create a CRF to save for the next set of air packs. Selectman Frederick asked if the used air packs can be sold; Chief Dexter responded that the cylinders are only good for fifteen years and then get traded in.

Two replacement overhead doors totaling \$21,000 are also being requested. The current doors are original to the building and are hard to find parts for; one motor has already been replaced so two doors and one motor are needed. Chair Sanborn asked if multiple companies were looked at and Chief Dexter responded Yes but this is the cheapest quote he has received. He added that the older doors do not have safety sensors so they could come down on a person or vehicle.

Chair Sanborn stated that the doors should be paid for from the Building Maintenance CRF which is managed by the Selectmen. Chief Dexter explained that he will be presenting his requests to the BOS after the CIP. Chief Dexter would also like to fund the purchase of a second car for the Deputy Chief in the amount of \$80,000 to take home so he can respond to calls and go to meetings. He stated that having a take-home vehicle will be an important tool to attract a good candidate when the current Deputy retires. The vehicle would be purchased from the Ambulance fund.

Chief Dexter explained that the Chapel Fire Station is fifty years old and no substantial updates have been made to the building. He stated that having a station close to the golf course and store help keep their fire protection ratings because of proximity to that station, whether it is staffed or not. The updates totaling \$100,000 would include replacing the existing insulation with blown-in insulation, refinishing and repainting the exterior, eliminating the outside oil tank, renovating the bathroom to include a decontamination shower, and adding a rubber roof on top of the metal roof.

Nina stated that the money included in the Building Maintenance CRF where the Chapel updates would come from is meant for all town buildings and they all have needs. Chair Sanborn asked if this request could be pushed out to a future year and Chief Dexter responded Yes, but wants it to be on the CIP plan to be addressed.

c. Police Dept requests – Police Chief Steve Hankard explained that he is requesting a 2024 cruiser to replace the existing 2018 Ford Interceptor. Nina asked for a spreadsheet detailing the fleet and Chief Hankard will send this to Audry to distribute. Chief Hankard added that he is not sure about final price because of strikes but the request totals \$78,000. Selectman Frederick asked what the expected mileage is for a cruiser and Chief Hankard responded that it is around 100,000.

Chief Hankard stated that he is requesting police body cameras for a total of \$40,000 over a five-year contract, with \$14,500 the first year. The contract includes the cameras, cloud storage, software updates, etc. and he is in the process of applying for a 50/50 grant to pay for at least the first year through the State.

d. Other business – Audry will send the existing CIP spreadsheet to members. Chair Sanborn stated that he will check with the Trustees of the Trust Funds to get balances for the CRFs. Audry will ask the Town Administrator if more CIP requests have been submitted. Nina stated that the \$20,000 given to the Town by Belknap County could be used toward updating the Old Town Hall rather than on a new website.

Chair Sanborn asked if any progress has been made toward projects to mitigate silt runoff per the Winni Watershed Network report; Selectman Frederick explained that the BOS is looking into grants to address Dr. True Rd to start. Chair Sanborn stated that adding a substantial amount of money to a CRF to address these projects would show grant entities that the Town is willing to put up its share. Nina noted that being able to tell taxpayers what each CIP request does to the tax rate would be helpful.

Meeting adjourned at 8:10pm. The next meeting is scheduled for **Monday, November 13th at 6:30pm.**

Respectfully submitted,

Audry Barriault