

## MINUTES

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

**Meeting Date and Time:** Tuesday, October 22<sup>nd</sup>, 2019 at 7:00 PM

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

The meeting was called to order by Chair Andy Sanborn at 7:10 PM.

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

**Approval of draft minutes from 10/8** – Nina Gardner made a motion to approve the draft minutes of 10/8. Kate Osgood seconded the motion and the motion passed unanimously.

### **Other Business**

#### **Discussion of FY21 CIP Department Requests**

**Library** - Sanbornton Public Library Director Marcia Haigh explained that she is requesting \$25,000 for a new roof; the sun-warped shingles on the older part of the building need to be replaced. She stated that this is considered a maintenance item and that this part of the library building is historic. Fire Chief Paul Dexter stated that he thinks that \$25,000 is a reasonable request, using the \$30,000 Life Safety Building roof replacement for comparison. Library Trustee Dave Adams has contacted several roofers to get written estimates but none have been responsive. There are currently no leaks in this part of the building.

**Police** – Police Chief Steve Hankard explained that he is looking at a hybrid Ford Interceptor SUV in the amount of \$40,000. Some funds from the Police Special Detail Fund will partially cover upfitting the SUV with necessary equipment. Nina asked if this new purchase will mean that there are two vehicles on the CIP plan that are close in age. Chief Hankard responded that this is possible but depends on how the other vehicles hold up next year. He also requested \$20,000 for a concept and design of a new police station. Nina stated that the Building Committee will be giving a report to the BOS and a report to the Town in March but this is still being worked on. Chair Andy Sanborn asked if this has already been completed as part of the broader buildings concept presented to the Town last year. Nina responded that adding this request to the CIP plan keeps the concept in front of the townspeople and establishing a CRF for this would lessen the burden on taxpayers when it's time for a building to be constructed.

**Fire** – Fire Chief Paul Dexter explained that he would like to update the replacement schedule due to unforeseen 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 to \$90,000 for FY22-FY24 and \$95,000 in FY25 to account for increase in costs. Nina suggested increasing by more each year so as to lessen the burden the next time a new truck needs to be purchased. Chair Sanborn stated that this is something to keep in mind when it is time to vote on this request. The Chief also requested the ambulance replacement be put on the plan for FY24; this is funded by the Ambulance Revenue Fund. There is currently \$187,000 in this fund and the ambulance has a lifespan of 15 years. Though it is self-funding he would still like to see it on the plan, members agreed.

Though the invoiced cost for the SCBA (air packs) approved last year came in less than quoted (\$194,000 versus \$260,000), the Chief explained that he still recommends establishing a CRF in

FY24 and funding in the amount of \$26,000 per year for ten years so as to fund the next purchase of air packs in FY34. He requested that the current CIP plan be adjusted to show the actual costs. He is also requesting \$175,000 for Life Safety Building renovations, and explained that the \$104,000 renovations included in the building concept presented last year includes showers, locker rooms and a safer front entrance, but this did not include a much-needed water filtration system as the water is currently not potable.

Chair Sanborn noted that he would like a complete list of assets for the Fire Department for things that may be costly to replace such as the air packs. Chief Dexter said that he is working on this list. Chair Sanborn also stated that he has asked Highway Department Director Johnny Van Tassel for a more detailed list of assets as discussed at the last meeting, and he responded that he will work on this. Selectman Jim Dick noted that Johnny also now has the detailed road evaluation report which can help determine where road repair funds are spent.

Meeting adjourned at 8:45pm. The next meeting is scheduled for Tuesday, October 29<sup>th</sup> at 7:00pm.

Respectfully submitted,  
Audry Barriault, CIPC Secretary