

**Capital Improvement Program Committee  
Meeting Minutes  
August 15, 2017**

**Committee Members Present:** OJ Robinson – BOS, John Hettinger – Planning, Butch Burbank – Town Manager

**Committee Members Absent:** Cindy Lloyd – Budget

**Staff:** Finance- Helen Jones, Planning & Zoning Administrator Carole Bont, Library – Carol Riley, Fire Department - Ronald Beard

**Audience:** Gail Tremblay, Nancy Sweeney, Ivan Strickon, Justin Roshak

Meeting called to order at 9:07 am.

**Library Building 1310-314:**

New flooring, carpet and interior painting has been completed.

Exterior of Library is in need of painting, Carol will get an estimate of cost, job to be completed in 2019. Appropriation for 2018 \$2,500

Looking to replace heating system in 2020, estimated cost \$20,000. Appropriation for 2018 \$4,000.

New Roof estimated cost \$25,000, appropriation for 2018 \$5,000.

Discussion of an addition for the Library to include a larger meeting room and a quiet room.

Estimated cost \$100,000. Funding to start in 2018 with an appropriation of \$5,000, project to be started in 2028.

**Library Technology 1310-310:**

Library has changed from a server to the cloud, all maintenance cost is included in the operating budget.

Appropriation for 2018 \$2,000. This is an ongoing amount each year, to cover the cost of new computers when needed.

A discussion was had on building a new Town Hall, Fire Station, and Police Station Complex. Under Property & Building Maintenance (1310-323) change #23 from Fire Station Building New Location Feasibility Project to New Town Service Building Feasibility Project. No money appropriated now.

**Fire Department 1310-323:**

Vinyl Siding on Fire Station – no appropriation in 2018, \$15,000 in 2019 & 2020.

Fire Department Building Infrastructure – ongoing with appropriation of \$5,000 each year.

Paving Fire Department Parking Lot – no appropriation now as replacement not due until 2033.

**Fire Department 1310-304:**

E1 International Pumper – no appropriation now as replacement not due until 2038.

Tower Truck – no appropriation now as was replaced in 2016.

E2 International Pumper – estimated to be replaced in 2025 at a cost of \$400,000. 2018 appropriation of \$40,000.

Rescue Vehicle – estimated to be replaced in 2020 at a cost of \$200,000. 2018 appropriation of \$60,000.

New line item for a Command Vehicle to be purchased in 2020 with an estimated cost of \$39,000. Appropriation of \$13,000 for 2018, 2019, & 2020. Now research, a used Command Vehicle.

Fire Department needs an air exchange system, will research the cost.

Motion by OJ Robinson: "To approve the minutes of September 20, 2016 and October 4, 2016."  
Second: John Hettinger.                      Approved

Motion to adjourn meeting at 11:30 am by OJ Robinson: seconded by John Hettinger.

Date: 8-22-17

Approved: \_\_\_\_\_

  
Chairman: John Hettinger