

**Capital Improvement Program Committee**  
**Meeting Minutes**  
**August 11, 2015**

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

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

**Staff:** Helen Jones, Carole Bont, William Willey

**Other:**

Meeting called to order at 9 am.

Motion by John Hettinger: “To approve the minutes of August 4, 2015.”  
Second: OJ Robinson.                      Approved 3                      Abstained 0

**Review Solid Waste – William Willey**

The C.I.P committee reviewed the Solid Waste Department request for funding.

Discussion:

1. Purchase a sweeper, use York rake as a trade-in as they have not used the rake in 6 years. Approximate cost of sweeper \$4,000 less trade-in for the York rake \$1,500 balance due \$2,500. This purchase to be put in the operating budget 2016.
2. Repaving Recycle Road – Bill will check with contractors on the estimated cost to reclaim/repave. At this time the following appropriations will be made: 2016 \$5,000, 2017 \$10,000, 2018 \$15,000 and 2019 \$15,000. Bill will put in the operating budget money to cover the cost of cold patch to keep pot holes filled.
3. Scale for the solid waste – check with other solid waste facilities that use scales and look into the cost of used scales. OJ has asked for data on how much construction debris received at the solid waste facility.
4. Roof – will get estimated cost to replace roof. Appropriated \$3,000 in 2015, 2016 \$3,000, and 2017 \$3,000.

**Review of Public Works Equipment – William Willey**

The C.I.P committee reviewed the Public Works Equipment request for funding.

Discussion:

1. Bad Boy Mower – money in CIP to replace should get the rest of 2015 maybe 2016 before they need to replace.
2. 7400 Dump Truck – estimated cost \$80,000; appropriate \$20,000 each year over the next 4 years.
3. Chevy 2500 – estimated cost \$50,000; appropriate \$10,000 each year over the next 5 years.
4. Sidewalk Plowing Tractor – estimated cost \$87,000; appropriate \$18,000 each year over the next 4 years, in 2021 \$15,000.
5. Fink Snow Plows – estimated cost \$18,000; appropriate \$9,000 in 2017 and 2018.
6. 2012 Ford 250 – estimated cost \$40,000; appropriated \$12,000 in 2015 and \$10,000 in 2019, 2020, and 2021.
7. 2011 Ford 550 Dump Truck – estimated cost \$60,000; \$12,000 in fund appropriate \$16,000 in 2016, 2017, and 2018.
8. 2008 Chevy 2500 4WD – estimated cost \$50,000; appropriate \$25,000 in 2016 and 2017.
9. Back Hoe – estimated replace time 2029; start to appropriate in 2019.
10. Front End Load – estimated cost \$100,000; appropriate \$25,000 each year over the next 4 years.

**Review of Property & Building Maintenance – William Willey**

The C.I.P committee reviewed the Property & Building Maintenance request for funding.

Discussion:

1. Highway Garage Area Paving – except by the salt shed is in good shape, will examine again when salt shed is rebuilt.
2. Highway Garage Infrastructure - At this time the garage is adequate for the town's needs. If private roads become town roads, will need a larger garage.
3. Garage/Maintenance Shed at Kanc Rec. – look into a Quonset hut to be set on slab and a short block wall. Estimated cost \$40,000; appropriate \$10,000 in 2017 & 2018, \$20,000 in 2019.

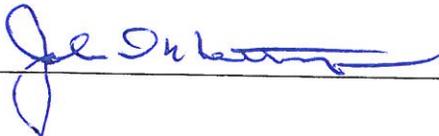
**Review of Sewer Rehabilitation – William Willey**

The C.I.P committee reviewed the Sewer Rehabilitation request for funding.

Discussion:

1. Sewer Maintenance Repair/Replacement – following items to be repaired/replaced:
  1. Grinder at Route 3 Pump Station estimated cost \$40,000
  2. Variable Frequency drive at sewer lagoon estimated cost \$16,000
  3. Switching mechanical motor control center lagoon #2 need estimated cost
  4. Lab Equipment – need to get a listing of inventory
2. Sewer Town-wide Jetting & Camera Inspection – this is ongoing with an appropriation of \$7,000 each year.
3. Sewer Treatment Aerator Replacement & Upgrade – estimated cost \$20,000 with an appropriation of \$4,000 each year.
4. Replace Pump Wet Ends Connector Road – to be replaced in 2023 to start appropriations in 2019 of \$5,000 each year.
5. Town Wide Manhole Inspection/Repairs – needs to be started in 2015 appropriated \$30,000 in 2015, 2016 \$30,000.
6. Dredge Lagoons and Sludge Removal – 2016 will check depth of sludge; estimated cost to dredge/sludge removal \$750,000 to be done in 2018, current balance \$200,000 appropriation 2016 & 2017 \$180,000, 2018 \$200,000.
7. Design/construct Upgraded Sewer Treatment Plant – estimated cost \$8,000,000; appropriated 2015 \$25,000, 2018 \$50,000, 2019 \$150,000, 2020 \$150,000. This would be a bond issue, appropriations to cover engineering.
8. Sewer Inflow Study – estimated cost \$50,000, balance in account \$25,000 appropriation in 2016 \$25,000.
9. Laboratory/Office Repairs & Maintenance – Building needs new roof, doors, and windows; estimated cost \$60,000, balance in account \$20,000 appropriation 2016-2019 \$10,000 each year.

Motion to adjourn meeting at 11:15 am by OJ Robinson: seconded by Butch Burbank.

Date:  Approved: 8-25-15  
Chairman: John Hettinger