

**APPROVED 1/12/21**  
**Minutes of the CIP Committee Meeting**  
**January 5, 2020, 3:00 p.m.**  
**Via Zoom- No Physical Location**

Select Board Members Present: Bill Stewart

Committee Members Present: Anne Miller (Chair), Dick White, Tom Smith, Ken McDonald

Others Present: Ted Hartmann (Fire Department), Don White (Police Department), Christiane McAllister (Accountant), Jim Cerny (Town Historian)

Committee Members Absent: Rich Landry

Ms. Anne Miller opened the meeting at 3:01 p.m. and noted the Governor's Emergency Order #12 pursuant to Executive Order 2020-04 as basis for the Zoom meeting format. Zoom and telephone access information has been made available to the public. If the public is unable to join the meeting, it will be adjourned and rescheduled.

**1. Public Comment-** none

**2. Minutes of the December 15, 2020 meeting**

Mr. Dick White motioned, and Selectman Bill Stewart seconded, to approve the minutes of the December 15, 2020 meeting of the CIP Committee as presented. Motion carried.

**3. Historical Society**

Town Historian, Jim Cerny, described recent work done to the Historical Society Building:  
2004-2005 major overhaul

2013 -2015 projects utilized an Operating Budget line item of \$15,000 and Mr. Cerny identified work and contractors:

- \$7,570 replacement of the roof (Macklin Construction)
- Heat exchanger
- Replace Front Porch
- 2 new glass paned doors (with HDC)
- Hardie Plank on north wall
- Stego vapor barrier to mitigate mold
- Rear exit door installed with ramp and easement (due to proximity of adjacent property)

During this time, the windows were not on the radar except to add a removable UV covering over the windows and some shoring up of sagging upper sashes. It was also noted that the wall above the half-moon window is flexing. The bracing surrounding that window warrants looking into.

Mr. Cerny will forward a spreadsheet containing details of the completed work to the Committee. Bill Stewart will have the Building Inspector assess the building and windows to determine need and next steps.

### **3. Paving Update**

Committee reviewed an estimate from Bourassa Construction. \$97,450 for Atkinson, Steamboat, Oliver, and Quarterdeck. Add on of Mainmast is estimated at \$34,220. Mainmast's inclusion will be determined after water line looping decisions that impact Mainmast are made. Selectman Stewart predicted that first four, and possibly five— including Mainmast, roads will be paved this Fiscal Year, FY21.

### **4. Outstanding V&E Issues**

- a. Building Inspector Vehicle: Following up on the suggestion that the Building Inspector might utilize a retired police vehicle, Chief White believed that the soon-to-be-retired Ford would provide the better option than the Tahoe. The Ford would likely be available at the end of September, 2021. Lost trade-in value is estimated at \$6,000-\$7,000. Additional cost is \$350 to remove the decal.

The Selectboard will need to explore the option for use of personal vehicles v. town-owned vehicle implications (insurance, mileage, shared use).

Because the cost is below the threshold for capital expenditure, the CIP will delete the vehicle from its list.

- b. Chief Hartmann showed photos and described the rust and rot on Engine 1. New engines have standards for separation of dissimilar metals. Surface treatment and applications have improved. Spray washers are now recommended maintenance for all new vehicles. The Chief has been advised that Engine 1 will make it to its scheduled replacement date. Repair or refurbishment of Engine 1 would require installation of roll protections and anti-lock brakes — neither of which the chassis was designed to support. Even after an investment of \$200,000-\$250,000, the engine would not meet the minimum criteria of the National Fire Protection Association (NFPA).

The Committee agreed to recommend replacement as proposed. Chief Hartmann believes that with aggressive maintenance, the useful life can be extended beyond the 15-20 year expectation. \$675,000 is the expected on-delivery price.

- c. The FD boat can be planned for a 15-year life.

### **5. Buildings & Facilities**

The Committee discussed any updates to the Buildings list. Mr. Ken McDonald hopes to have an estimate for the Rec Center lighting by next meeting. Ms. Anne Miller will follow-up with Guy

Stearns to learn about a past assessment for solar panels at the Rec Center. The bathhouse will be added to the list of funding needs as a placeholder.

#### **6. Information Technology**

The Committee agreed that there is a need for a technology investment with priorities— a consultant to determine the town's needs and a short term shore up of vulnerabilities. This might be accomplished by the establishment of a technology capital line item or reserve fund, possibly in the amount of \$15,000, to be administered by the Selectboard.

#### **5. Additional Meeting**

The Committee will hold a fifth meeting on February 2, 2021, 3:00 p.m.

#### **6. Adjourn**

Mr. Tom Smith motioned to adjourn, Mr. Dick White seconded. Meeting adjourned at 4:32 p.m.

