

## **Capital Improvement**

### **Committee meeting minutes of September 24, 2019**

Members present: Jack Dearborn, Stu Richmond, Steve Roberts, Gary Shelto, Bruce Fillmore and Jan Snyder, Selectman Rep.

Others present: Tom Clow, Finance Committee, Keith Erf, Finance Committee, Beth Rouse Finance Administrator, Naomi Bolton, Town Administrator, Karyn Stogner Parks & Rec Director, Janeen Lentsch, Vice-Chair for Parks, Fire Chief Robert Vezina and Kelly Dearborn-Luce, Land Use Coordinator.

Chair Jack Dearborn opened the meeting at 8:30AM.

#### **Chair asked Karyn Stogner to present the 2020 CIP for Parks and Recreation Department.**

Karyn reviewed the proposed 2019/2020 Capital Improvement plan and discussed field usage for the Town. The Parks & Rec Board is asking for \$19,000.00 to expand and add athletic space. The athletic programs are expanding and space is limited. The Committee members discussed the use of East Road field and Ineson field.

Karyn provided a hand-out with a list of fields and uses for Baseball, Lacrosse, Soccer, Football, Field Hockey and Cheer.

Chair Jack Dearborn stated the Master Plan may be updated soon and could include a section for recreation.

Karyn reviewed the report submitted by GeoInsight for the site-specific master plan design of the recreational fields on East Road and Quaker Street.

Steve Roberts asked about use of the school fields and Janeen explained the different sport programs and various schedules that may be difficult to manage.

No further questions or comments. Board thanked Karyn and Janeen for their presentation.

#### **Chair asked Fire Chief Robert Vezina to present the CIP for Fire & Rescue.**

Chief provided a hand-out for 2020-2029 Capital Budget. Chief stated there are no current items pending. Previous projects were discussed such as maintenance of vehicles, thermal imaging and cardiac monitors. New items being proposed are: 2021 Utility pickup truck for an estimated cost of \$50,000, and Cardiac Monitor/Defibrillators at an estimated cost of \$75,000. In 2023 an Engine for replacement of first line vehicle at an estimated cost of \$450,000. In 2025 Ambulance replacement at an estimated cost of \$250,000. In 2027 Tanker vehicle at an estimated cost of \$400,000.

A discussion was held about the equipment and maintenance budget.

Chair Jack Dearborn would like to see a graph (chart) of current balance and proposed budgets.

Chief discussed the current revenues and ambulance billing and the revenue collected goes into the equipment line in the operation budget.

Chair Jack Dearborn asked about the radios and talked about the cell tower location in Town.

No further questions or comments. Board thanked Fire Chief for the presentation.

Draft minutes of September 17, 2019 were reviewed. Bruce Fillmore made one minor change. Motion was made and seconded to approve the draft minutes as amended. Motion passed.

Meeting adjourned at 9:35AM

Respectfully submitted,  
Kelly Dearborn-Luce

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