



### CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE PUBLIC MEETING MINUTES TUESDAY, NOVEMBER 12, 2019

Chris Hodgdon called the Capital Improvements Program (CIP) Committee meeting to order at 4:02 p.m. on Wednesday, November 6, 2019, in the Town Administrator's Office at the Town Hall.

**Members Present:** Jim Fredyma, Chris Hodgdon, Ed Kerr, Amy O'Brien

**Members Absent:** Don Houston

**Staff Present:** Neal Cass (Town Administrator)

The committee met with those making requests for capital expenditures.

#### Dan Blanchette, Director of Public Works

Mr. Blanchette explained the urgency of replacing the Briar Hill Road culvert. The culvert planned to be installed on Briar Hill this past year is being installed on Stickney Hill Road. He also said that the 10-year schedule for equipment and vehicles should be maintained because the cost of maintenance increases drastically after that point. Mr. Blanchette also explained that the Select Board has agreed to a lease purchase for a rubber tire excavator. The cost is not significantly more than is already expended to lease the machine each year, and we will own it after 5 years. It is expected that it will last over 10 years.

#### Other items reviewed:

- Vertical baler – due to the decrease in recyclables there is no need to replace the vertical baler with a horizontal one currently. The vertical baler is much less expensive.
- George Park – The conceptual plan for the Park has been accepted by the Select Board, but there is no guarantee on when or whether the track will be built. Money has already been approved by the school to correct the drainage off the parking lot, and the town will be rerouting the entrance to Kearsarge Avenue. This work will happen in the summer of 2020.
- Briar Hill Road Culverts – There are two culverts remaining to be replaced. This work is a priority because the permit will expire in two years.
- Kearsarge Culvert – This culvert is failing, and metal plates are being put over it this month. Mr. Blanchette said that he may have to use all the paving budget next year to replace this culvert.

The committee will be provided with a list of the roads and culverts that need to be worked on.

#### Jeff Yale, Fire Chief

- Tanker Plan – The plan is to replace two smaller tankers with one larger one. This will provide more water on the scene with less personnel and be one less truck to maintain.

- Rescue Equipment – With the Fire Department taking over rescue duties from the private rescue squad, the request has been made for \$50,000 per year for three years to purchase rescue equipment. This equipment will be placed on existing trucks and there will not be an additional truck. The first year, the funds would be used for extrication equipment. Chief Yale said he is working on an Aid to Firefighters Grant which would provide 95% of funding for this equipment.
- Radios – The majority of radios used by the Fire Department were purchased through a grant after 9-11. These radios are getting old and parts are becoming hard to find. It would cost about \$30,000 per truck to replace them. It is hoped that the funding for the radio CRF will not be cut.

Donna Dunlop, Library Director

- Entrance Reconfigure Plan – During the library long range planning, access was listed as an issue for users of the library. The plan would add parking spaces nearer to the entrance. The existing spaces would remain. The committee asked whether this work truly solved the issue.

Steve Chamberlin, Superintendent of Schools

Mr. Chamberlin presented an overview of the Hopkinton School District's capital plan. He is currently identifying cost items and baseline amounts for proposed set-asides. He reviewed the District's capital information from the District's website.

The Committee set its next meeting for November 19, 2019 at 4:00 p.m. at the Town Hall.

There being no further business, the meeting adjourned at 5:45 p.m.

Respectfully submitted,  
Neal Cass, Town Administrator