

**TOWN OF PETERBOROUGH
CAPITAL IMPROVEMENTS COMMITTEE**

**5:15 P.M. Tuesday
October 15, 2015**

MINUTES

Present: Chairman Leslie Lewis, Susan Stanbury, Roland Patten, Ed Juengst, Bob Hanson, Leandra MacDonald and Alan Zeller.

Also Present: Peter Throop, Director, and Laura Norton, Administrative Assistant, Office of Community Development.

Chair Lewis called the meeting to order at 5:30 p.m.

Opening Comments:

Chair Lewis welcomed the members and Staff.

Minutes:

A motion was made/seconded (Patten/MacDonald) to approve the Minutes of October 8, 2015 with all in favor.

Mr. Throop noted that next week they would wind up with IT, OCD and the Recreation Department.

Fire Department:

Chair Lewis welcomed Chief Ed Walker who began by telling the members PFR had not received the EMS Radio System grant they had applied for. He noted “our goal is to try to create a radio system for ambulance use around the region.” Ms. MacDonald asked “so this would coincide with our own dispatch center? Chief Walker replied “yes, it needs to be looked at and folded into the larger package *especially* if we start dispatching ourselves.”

With reference to the grant Chair Lewis reminded the members “another observation about very large grants is that in general five years down the road we have to replace whatever it is we bought so grants are not free.”

Chief Walker briefly explained the operations and capital costs of an ambulance service as well as the fee system “for both our patients and the communities we serve.”

Self-Contained Breathing Apparatus (SCBA):

Chief Walker noted the functional age of this type of equipment are coupled to standards. “We are hitting categories where we are out of date” he said. He went on to say “these need to be replaced over the next couple of years.” He went on to say “we have not heard back on the grant application for this year. That doesn’t mean we were rejected but we don’t know where we stand, so we will keep trying.”

Both Chair Lewis and Ms. MacDonald simultaneously suggested creating a placeholder for the equipment. Mr. Patten suggested placing half the \$260,000.00 in FY 2017 and the other half in FY 2018.

Utility/Brush Truck:

Chief Walker went on to say “the other thing is the replacement of our Utility/Brush Truck. He explained the current Utility vehicle is a 1990 Chevy Pickup with a cap adding “in the summer we use it as a brush unit and in the winter we use for cold water rescue equipment.” He noted the CIP figure would cover the truck, lighting and lettering. He also noted looking into inter-changeable utility storage pods (one for brush, one for water rescue etc.) “And use the pod for the season at hand.” Chair Lewis asked if this would extend the life of the vehicle at all with Chief Walker replying “no, but it would consolidate the usability and availability of the equipment.” When Chair Lewis asked where the old Utility vehicle would go Chief Walker replied “truck heaven.”

Chief Walker noted all his other CIP items were for out years. “There is nothing unexpected on the list, everything you see you saw last year” he said. A brief discussion about the Ladder Truck refurb and paying off the Pumper (Engine 2) at \$150,000.00 a year followed with the members agreeing that effort helps to minimize the total amount put into capital reserves. When Ms. MacDonald asked about the time frame of the Ladder refurb Chief Walker replied “it depends on where it goes and who does it but at least a month.”

Mr. Patten asked about the insurance covered Tanker. Chief Walker noted the Department had received the Tanker last February. He told the members “it has a 1250 pump and two pre-connects, but it does not have a supply line.” He was quick to add “but in a quick response it almost acts as a third pumper. 2500 gallons of water can do some damage.”

Chair Lewis noted her concern over the Fleet Capital Reserve. “You know it all looks rosy to FY 2020, but what if something big happens?” she said. Mr. Throop agreed adding “the same with Public Works.” He reiterated his plan to extend the spreadsheet out 40 years to track the spread of growth and expenditures over time.

Chair Lewis also noted her concern for big ticket items not on the plan yet and the members had a brief *taxpayer taking the bite sooner than later* discussion.

In closing Chair Lewis asked about the renovation efforts at the Fire Station. Chief Walker replied “we are working on it, purchase orders are in place and contracts have been signed.” Chair Lewis then asked about the general health of the service with Chief Walker briefly reviewing the scheduling, QA/QI program and a change in the formula of how communities covered by the services were billed. “Kudos to Josh (Patrick, EMS Clinical Director) for what he has done” he said adding “both the 911 and Transfer Program are in the black.” When a member asked if the Department would be replacing an ambulance Chief Walker replied “yes, we have one ambulance out of service right now and we will be buying Marlborough’s ambulance. “It has 43,000 miles on it.” Chair Lewis asked “is the service growing?” Nodding his head yes Chief Walker said “we are up 10% over last year.” Chair Lewis concluded by noting “well we will have to have a tour after the renovations are done.” Ms. MacDonald asked about the Site Evaluation Study with Chief Walker noting “we are just getting the renovation underway, when we complete that we will sit down and talk about it.” Ms. MacDonald replied “we would like to be in the loop on that” with Chief Walker noting “oh yeah, you would have to be.”

Police Department:

Chair Lewis welcomed Chief Scott Guinard noting his one justification sheet for a new cruiser said “you are really light this year.” Chief Guinard replied the big ticket items such as the paving, the garage roof, siding on the Station and the storage addition, while on the CIP for many years “have all been taken care of” adding “and we are back to the standard cruiser rotation we have had since 1998.”

Cruiser Purchase:

When asked about his fleet Chief Guinard replied “we have four cruisers, three marked, one unmarked and one truck.” When asked why they had gone to the SUV style cruiser Chief Guinard noted the low ground clearance the Crown Victoria’s had (especially in heavy snow), the lack of trunk space and limited back seat room. “It is the same drive train with a different body and they are all-wheel drive.” He

said. Mr. Zeller interjected “and you have one motorcycle” with Chief Guinard replying “yes we do.” Mr. Hanson asked “so in five years we will have all SUVs?” Chief Guinard replied “yes.” When asked about the truck being replaced Chief Guinard told the members “we only put about 2000 miles on it a year. We use it to transport things and tow the radar trailer, we keep up with the maintenance on it and it seems to work well.” In disbelief Chair Lewis asked “Chief, you have nothing that is not working?!” “No” he replied with a smile, “We are good right now.” Ms. MacDonald asked about the laptops in the cruisers. Chief Guinard briefly explained the unique software associated with the laptops (which are not a part of CIP but his Operating Budget).

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Laura Norton
Administrative Assistant