

TOWN OF PETERBOROUGH
CAPITAL IMPROVEMENTS COMMITTEE

5:30 P.M. Tuesday
October 16, 2012

MINUTES

Present: Vice Chairman Alan Zeller, Roland Patten, James Kelly and Leandra MacDonald

Also Present: Carol Ogilvie, Director, and Laura Norton, Administrative Assistant, Office of Community Development.

The meeting was called to order at 5:30 p.m.

Opening Comments:

Vice Chair (Chair) Zeller welcomed everyone to the meeting.

Minutes:

No Quorum, deferred to next week.

CIP Presentations:

Fire& Rescue:

Chair Zeller noted “with respect to their time I would like to have Chief Lenox make his presentation.” Chief Lenox replied “thank you” and went on to report that the major project for the Fire Department was replacement of the SCBA (Self-Contained Breathing Apparatus) tanks and the portable radios. He added “the other item is the final payment for the new Engine.” With a laugh, Mr. Patten interjected “that is committed; we cannot turn you down on that one.”

Chief Lenox described the status of the current radios. He noted the radios had a duty life of 10-15 years. “We would like to replace eight radios that are over 15 years old now and do not meet the new Federal Narrow Banking requirements.”

Chief Lenox noted the SCBA tanks must be replaced after 15 years. He noted the current tanks were purchased in 2004 through a Federal Grant. “We’d like to start replacing them in FY 2014 so we do not encounter a huge cost in 2019 for all the units” he said, Mr. Patten asked “are you replacing them or saving the money to do so?” Chief Lenox replied “we will be replacing them.”

Chair Zeller noted “a code of ethics in the CIP is to keep things steady, no spikes per se” adding “I think that is the right thing to do so we are not stuck in 2019.”

Chief Lenox briefly mentioned other CIP items including replacement of a Utility Vehicle and Brush Truck, Station Generator and an Ambulance in the out years) “but that is it for 2014” he said. Chair Zeller asked about the \$125,000.00 for FY 2016. Chief Lenox noted the current Brush truck was a 1990 pickup truck with a cab that they purchased for \$2000.00. Mr. Kelly was

impressed with the deal and Chair Zeller asked “think we can get a sweet deal like that again?” With a smile Chief Lenox replied “we can look around, we do have a good connection in Long Island, New York.” He went on to note the new Brush Truck would be a 1-ton pickup with a slide-on pump that could be removed in the inclement weather. A member asked “diesel?” with Chief Lenox replying “yes, everything with the exception of the two Command Cars is diesel.”

Mr. Kelly asked a few questions about the investment of about \$800,000.00 in vehicles through 2019. He asked if it wouldn't be wise to make a provision to start saving for that now versus 2018. “That makes sense” interjected Mr. Patten. A brief discussion followed with Chief Lenox noting “we initially had planned that with a CIP of \$165,000.00 a year for Fleet Management.” He added “but with the economy that way it is we opted not to do that.”

Mr. Kelly had a question about totals on the CIP that were not yet available. Ms. Ogilvie noted she was awaiting additional necessary information (including revenues) to conclude some totals. Mr. Kelly noted that in “terms of where we are over the next few years it would be reasonable to start sooner than later, even if it is only \$50,000.00 not the \$165,000.00 originally planned.” A very brief discussion about the constraints the Committee has been under over the past few years followed. Mr. Kelly also asked about the Master Plan Steering Committee and their role in the long term Master Plan. He asked if there were any proposals in the next year that may not be appropriate if the Police and Fire facilities were to merge. Chief Lenox replied “not much, just the Dispatch Center perhaps.” “That is what I was thinking” said Mr. Kelly. A brief discussion about the proposed 24-hour Dispatch Center with input from Chief Lenox and Chief Guinard followed. What is important to know from that conversation was that the Center would be very valuable in improving interoperability of town services due to closer relationship and immediate sharing of information as well as a reduction in response times. Chief Guinard noted “and in looking at the long term vision of the Master Plan it fits in fine, but it also meets short term plans.” He briefly reviewed the initial start-up costs that eventually would save the town money. Mr. Kelly asked about the DPW moving to the Waste Water Treatment Plant thus freeing up Evans Flats. Chief Guinard noted the current plan for the 24-hour center was to locate it at the current Police Station on Grove Street.

Mr. Kelly asked about the time frame of the Master Plan with Ms. Ogilvie replying “there really is none, we look at ten to fifteen year increments.” Ms. MacDonald interjected “and it is a document voted on by the town planning boards, there is no force of law behind it.” Mr. Kelly replied “but doesn't it influence spending? Adding “is there any feasibility of that happening?” Mr. Patten replied “not really.” The brief discussion about a shared municipal facility that followed included salaries, responsibilities of personnel and synergy of emergency services.

Police:

Chief Guinard began by reviewing his Fleet Management schedule. “It is a process we put together with the Town Administrator in 1998 and it has worked well” he said. He added “in an effort to provide safe and reliable vehicle as well as minimize the maintenance cost and maximize the re-sale values we replace the cruisers at three years or 100,000 miles.” He pointed out “a bit of a spike this year (\$55,000.00 for FY 2014); it is normally around \$43,000.00” he said. He explained their philosophy of recycling their equipment from an old vehicle to a new one but this year the cruiser style changed “and we cannot reuse the equipment, a lot of it will

not fit.” A brief discussion about the wear and tear of the vehicles as well as their re-sale value (Taxi Companies snatch them up, sight unseen) followed.

Chief Guinard concluded by reviewing the vehicles being replaced in FY 2014. Ms. MacDonald asked about other CIP items that have been pushed out, year after year. With a smile, Chief Guinard noted contractors had just finished re-siding the Station. Ms. MacDonald asked about the paving of the parking lot. Chief Guinard noted the paving was “a big ticket item we keep pushing out.” Mr. Patten asked “what about the storage? Did you fix that or are you going to kick that can down the road again?” Mr. Patten told Chief Guinard to look to his right (the Fire Chief was sitting there) and said “get a clue from him; he is not afraid to ask.” Chief Guinard noted that storage was a particularly pressing issue “because by law, we cannot throw anything away, there is no sunset. We just keep re-arranging.” He also noted the roof repair was slated for this year and the storage expansion was slated for FY 2015. Chief Guinard concluded by saying he had no problem coming back with an updated schedule after the “bottom line” had been established. The members encouraged this with Mr. Kelly noting it should be sooner rather than later. I have been in (the Station), I understand what you mean.”

Library:

Library Director Michael Price and Library Trustee David Simpson were in the audience to present the Library’s CIP request of a new wood pellet boiler. Mr. Price noted “we are looking to replace the wood pellet boiler for three reasons” adding “the first reason is to have more efficient performance, the second is a new boiler would be much easier to maintain and third if you look at the cost projections for the old versus new boiler you’ll see a significant amount of savings over time.” He went over the specifics of the new boiler noting “it has a larger capacity than the current boiler.” Mr. Price concluded by noting “we have discovered using our current pellet boiler is very, very high maintenance.” Mr. Simpson told the members a bit about the dual (wood pellet and fuel oil) heating system and the fact that the Library is still using “a fairly significant amount of oil.” Ms. MacDonald asked about the two separate furnaces with Mr. Price replying “if I could explain it I would take it on the road” adding “the expansions of 1958 and 1978 have the heat pipes running on the outside of the building.”

Mr. Price went to note that while the Library is considering a new building “a new boiler would translate over to the new facility without any problem.” Chair Zeller asked how old the current boiler was with Mr. Price replying “about 6 years old, the main disappointment has been the maintenance.” A brief discussion about the pellet boilers at the Town House and the Police Station followed. Mr. Price concluded with “with the price of oil going up we have become more dependent on pellets” adding “with a more efficient boiler we would expect our oil use to shade into insignificance.” Mr. Price also noted that in a perfect world just a pellet boiler would be sufficient “but I like the backup theory, I don’t want to put all my eggs in one basket” he said. “Well said” replied Mr. Patten. Mr. Patten then asked about their supplier. Mr. Price explained they had changed suppliers last winter. Mr. Patten asked about the quality of the pellets with Mr. Price replying “pellets are pellets.” Mr. Patten made a quick differentiation between hard wood and mixed hard/soft wood pellets.

Mr. Kelly asked about the re-sale value of the current boiler with Mr. Price noting “I don’t think there is much re-sale in it; it could go into another town building or a garage.” He added it is just

not efficient and the maintenance on it is horrendous.” Ms. MacDonald asked “won’t the new boiler need to be cleaned too? Mr. Price replied “yes, but the maintenance time will be so much less.” When asked about the BTUs Mr. Price noted the current boiler puts out 136,000 BTUs and the proposed boiler puts out 190,000 BTUs an hour. It was noted the Town House also has a back-up oil furnace. Mr. Price added “and compared to the 1970s insulation we have now, the new building will be much more efficient.” Ms. MacDonald interjected “just replacing the windows will be a significant savings.” Mr. Price replied “just to be able to *close* a few of the windows would be a significant savings!”

Mr. Kelly noted “the economics of this look very promising when you look at the old versus the new.” He then asked about the time frame. Mr. Simpson gave a bit of review of the 1833 Society’s fund raising efforts and noted “we are looking to 2018 as the date to cut a ribbon on the new building.” A very brief discussion of how the Main Street Bridge replacement may interfere with the Library schedule followed. Mr. Simpson concluded by noting “the 1833 Society and the Library will keep you informed.”

Chair Zeller noted FY 2014 and the \$39,600.00 for the boiler replacement. He asked “how stable is that quote?” Mr. Price replied “stable.” Chair Zeller concluded “alright, we are not taking action on anything tonight but we have the information to chew on.”

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Laura Norton,
Administrative Assistant