

*Note notation used: MSP(U) means motion, seconded, passed, unanimous. The names of the members making and seconding the motion are listed at the end of motion. If the vote is not unanimous, the names of those voting aye and nay are listed.

**Town of Tuftonboro
Capital Improvements Program Committee
Minutes of 10/4/2017 meeting
(APPROVED) 10/18/2017**

1. Call to Order; determine quorum:

Present:

Committee Members: Jim Cromwell, George Gettman, Polly Jeffers, Tom Young, Helen Hartshorn and myself, Maryann Lynch.

Absent: Bill Marcussen and Laureen Hadley

Quorum: A quorum was present

**2. Review and approve minutes from 9/20/17;
MSP(U) to approve as submitted.**

Hartshorn/Young

3. Discussion with Clay Gallagher, Transfer Station Mgr., took place regarding four submissions:

Spectrum Cable Connectivity – LRPC referred him to Spectrum representative Mike Duggan. After discussion as to the needs of the transfer station, Spectrum waived \$5,000.00 of its' original quote of \$11,261.00. This reduces the amount needed to \$6,261.00. Thus, it is no longer a capital project but a line item in the budget. Fairpoint is now paid \$121.00 +/- . For cable only, Spectrum will charge \$79.00/month, \$10.00 more with phone. This enables training of employees to be done by webinars, which results in an additional savings.

Truck Weight Scales – Increase in construction debris coupled with estimating weight is problematic. New scales would eliminate the guesswork. Clay anticipates a two year payback. Cost and installation is approximately \$60,000. Training would be needed as well as an analysis to determine a location for placement. \$5,000.00 grant may be available from NHTB, New Hampshire the Beautiful.

Compactor Replacement – One is 20 years old, and whereas the life of one is typically 15 years. A piston was rebuilt and will buy some time. The second one is 15 years old. Clay has them serviced annually, which helps with the longevity.

Storage Facility – A new building will enable the transfer station to increase efficiency by having the needed space to segregate and store recyclables, store and maintain equipment during the winter, operate both a consumer swap shop and possible a contractor swap shop. This should be considered a revenue generating opportunity. LRPC will help with grant writing if needed.

4. Police Chief Andy Shagoury had two submissions to present.

Vehicles – He is currently on an 8 year cycle with a vehicle replaced in odd years. In the future he would like to keep an additional vehicle for a spare, which he anticipates would be a minimal cost.

Police Facility – A short discussion was interrupted by the chief being called out in an emergency. He will be contacted to reschedule.

The software data transfer for \$19,000. is no longer needed.

5. Discussion took place regarding capital capacity predictions.

Fire Dept. – moving Car 1 from a current projection of 2020 to 2024.

Police Dept. – Deleting the software data transfer.

Transfer Station – Deleting the connectivity from a capital project.

Discussion also took place regarding what constitutes a BOS (Board of Selectmen) request. The consensus was to leave the items on the projected schedule where they are now.

Next steps: Helen will confirm the library presentation for 10/18 @ 6:30 pm. Selectmen @ 7:30 pm.

6. Other Business: None

7. Public Input: None

8. Adjourn: MSP(U) to adjourn 8:00 p.m.

Hartshorn/Jeffers

**Respectfully submitted
Maryann Lynch
Acting Secretary**