

**Capital Expenditure  
Meeting Minutes  
Monday, March 16, 2015  
7:00pm Clifford B. Green Memorial Center**

**Present:** Joe Voccio, Rick Ives, Andrew Dionne, Robert Rossi, Hans Koell, Robert Kelleher, Michael Gaudreau, and April Blymiller; Recording Secretary

**Absent (with notice):** Felix Ramos

**Also Present:** Matthew “Bucky” Lohbusch, Sandra Brodeur, Lou Brodeur, and Public

- 1) **Call to Order:** Joe Voccio called the meeting to order at 7:01pm.
- 2) **Approve Previous Minutes:** Hans Koell made a motion to accept the February 24<sup>th</sup> Capital minutes. Andrew Dionne seconded the motion. No discussion. Motion passed 7-0.
- 3) **Public Comment:** None
- 4) **Review of Capital Requests:**

**Parks and Recreation Requests**

- **Tractor and Snow Blower attachment** - \$22,888.97 (smaller tractor) and \$7,000.00 (snow blower attachment) – Bucky Lohbusch stated that the tractor and snow blower are both ten years old and have had numerous break downs. Parks and Recreation was looking for a tractor a size large than what they current have, but it would not be able to fit on the sidewalks to plow the sidewalks during the winter, so a new estimate for the same size they currently have was handed out (\$22,888.97). The larger size would be good for aerating the sports fields (\$29,679.40). Parks and Recreation is now plowing seven miles of sidewalks, since the school has been added to their responsibility. They are looking for a snow blower attachment that is taller rather than wider so that it would shoot the snow further; it would fit on either proposed tractor or the one that they currently own.
  - **Questions:** Andrew Dionne asked what the viability of buying the bigger tractor for the field and continue to have the old tractor doing the sidewalks. Bucky Lohbusch responded that it would be the best of both worlds if that happened, but he is not sure if it would be economical. Rick Ives would like Parks and Recreation to hold off on the requests and have the Committee consider putting aside funds to fix the tractor and have the money available to buy a new one when it is really needed. Andrew Dionne asked what if they buy the larger snow blower and put it on the current tractor. Rick Ives said that the snow blower they currently have still works.
  - Bucky Lohbusch said that Parks and Recreation have taken on more parks to maintain. When they put the core-aerator machine, with its cinderblocks, on the current tractor, it struggles. The current tractor works all year round and they have taken over the school fields also. Robert Kelleher asked if Parks and Recreation were using the school’s equipment. Bucky Lohbusch said that they are already are using the equipment, they do not have a tractor. Andrew Dionne asked if the larger tractor was used for aerating, there would be no need for the cab on the new tractor for snow blowing. Bucky Lohbusch agreed, which would lower the price of the larger tractor a little.

- Joe Voccio asked about pricing and bidding. Bucky Lohbusch said that it would have to go to bid. He also mentioned that the current tractor that they have they received out of a grant.
  - Andrew Dionne made a motion to accept the request for the Massey Ferguson 1734 with the front mounted snow blower for further discussion. Robert Kelleher seconded the motion. No discussion. Motion passed 7-0.
- **School Fields** - \$30,670.39 – The only official sized baseball field in Town is the baseball field at the school. The field could not be used last year due to safety reasons: holes in the outfield, the backstop has several exposed sharp objects, the dugouts are leaking (non-Capital item), and the fence falling down due to a tree that fell on it. The softball home field is now at Prince Hill Park and the old softball field, once seeded, will hopefully become the midget football practice field, giving the other fields a break. To fix the dugouts, the Town has plywood and extra shingles from pervious projects to replace the roof. If this Capital request goes through, the fields would be offline until the spring of 2016; some practices may be held on field.
  - Backstop and fencing - \$26,170.39 – The fencing would have a protective barrier on top. The backstop would be moved back a little.
  - Bases, plate, and rubber - \$1,500.00 – The Town would install.
  - Infield clay (estimate) - \$3,000.00 – The maintenance crew would be able to redo the infield.
- Rick Ives would like the price lowered, but he knows that the fields need to be fixed. Discussion ensued about field maintenance. Bucky Lohbusch mentioned that teams are going other places to play since the fields are not in good condition. Michael Gaudreau commented that Parks and Recreation really wants this project to go through for the children of the Town. The coaches use to rake the field after games; things that helped the fields have stopped. Once it is brought up to date, Parks and Recreation will keep all the fields up to date. Joe Voccio asked that, on behalf of the schools, if Bucky Lohbusch will get bids for the fencing. Bucky Lohbusch agreed, since the clay is not high enough to go to bid.
- Hans Koell made a motion to accept the proposal for more discussion. Robert Rossi seconded the motion. No discussion. Motion passed 7-0.

#### **Highway Department**

- Rick Ives presented the Capital requests for the Highway Department and Town Clerk.
- **Snow Blower Attachment** - \$16,298.75 - The Highway Department made a request for an eight foot snow blower attachment that would fit on their current tractor. This attachment would be able to shot the snow 40-50 feet away, enabling the Highway Department to move the snow more efficiently. This would be an asset for the parking lots and the eleven dead end roads in Town so that there would be better visibility and room when driving. This would also help the schools' parking lots to be cleared faster and without the aid of a pay loader taking away the snow. This item will have to go out to bid.
- **Truck Replacement** - \$150,000 to \$160,000 – On the Highway Department's vehicle replacement schedule, a dump truck would be getting replaced this year; a new truck would cost between \$150,000 and \$160,000. They have been trying to keep them for 10-12 years and every year it keeps getting more expensive. Rick Ives is looking into leasing the trucks and is still getting figures. The advantage of leasing is that tires are on

a five year warranty, along with other quickly worn parts. The plan would be to lease vehicles for five years in order to keep trucks under the warranty and spread the payments over five years.

- Robert Rossi asked if there are any town leasing programs. Rick Ives answered that he is trying to find a company that will take the vehicles back after five years or buy outright. Robert Rossi mentioned that there are many different variables within the leasing idea, but he likes it. Rick Ives said if you buy a vehicle, you want to keep it 10-12 years to make it a worthwhile purchase, whereas with the lease, it would still be under warranty. Joe Voccio asked if the whole fleet or just certain vehicles would be leased. Rick Ives said that they can start on the oldest vehicles or do it all at once, it depends on the numbers. Mike Gaudreau likes the idea, but wants to see the actual figures. Discussion ensued.

#### **Town Clerk**

- **Town Clerk** - \$10,000.00 – This request is for two years, \$10,000.00 each year for document preservation. The Town Clerk is using up their LOCIP Fund and their historical preservation grant fund, but needs \$23,000.00 to have all the land records converted to digital images for online search and retrieval of documents. \$3,000.00 will be coming from a grant from the State; \$2,000.00 this fiscal year and \$1,000.00 next fiscal year. Having the files online will be better for the Town and everyone who uses the system since they will be able to search and print out the records from home/office. Andrew Dionne asked how the money would be approved. Joe Voccio responded that the second year \$10,000.00 would sit in Capital non-recurring until it is needed.

#### **Discussions**

- **Requests Discussions:** Rick Ives said the tractor that Park and Recreation currently has is still good, but it is getting old and will need more repairs. He is not sure what is the best way to go about it, but buying a brand new tractor so they have two does not seem like the best way. Rick Ives wants to have the Committee to consider setting up an equipment reserve for equipment that they know is going to be replaced in the future. If the Committee bonds the money, there is a certain time frame they have to use it; if they expense the money, there is no time limit.
- **Town Clerk:** Andrew Dionne made a motion to accept the proposal for more discussion. Hans Koell seconded the motion. No discussion. Motion passed 7-0.
- **Truck Replacement:** Joe Voccio is waiting upon more information about the leasing plan.
- **Snow Blower Attachment:** Andrew Dionne made a motion to accept the proposal for more discussion. Rick Ives seconded the motion. No discussion. Motion passed 7-0.
- **Other Requests:**
  - Board of Education:
    - Security: The Committee is still waiting on Tony's numbers.
    - Fire Alarm: Board of Education would have to make the decision if they want to rebid. April 7<sup>th</sup> will be the Town Meeting for the Fire Alarm.

5) **Other Business:** None

6) **Set Next Meeting Date:** The next meeting will be scheduled once Joe Voccio has received figures from Tony about the school security system and from Rick Ives about leasing vehicles for the Town.

7) **Public Comment:** None

- 8) **Adjourn:** Joe Voccio made a motion to adjourn the meeting at 8:00pm. Robert Kelleher seconded the motion. Motion passed 7-0.