

08/16/12 Capital Improvement Plan Committee

Capital Improvement Plan (CIP) Committee Meeting
Thursday, August 16, 2012
Newmarket Police Station 4:00 p.m.
Minutes

Present: Rick McMenimen (Chairman), Michael LaBranche, Judith Ryan, Rose-Anne Kwaks (Alternate), Jane Ford (Alternate), Matt Angel, Interim Finance Director and Diane Hardy, Town Planner. Chief Cyr of the Police Department was also present.

Absent: Town Administrator was excused.

Called to order: 4:06 p.m.

Adjourned: 5:20 p.m.

Minutes

A motion was made by Michael LaBranche, seconded by Judith Ryan, to approve the minutes of the July 19, 2012 meeting. All in Favor.

Kevin Cyr, Police Chief

Police – There is nothing new this year that is being proposed for the CIP. Last year, the Ford Explorer was replaced. He explained his vehicle rotation schedule. Every year, one line car is replaced, and every three years, the following vehicles are replaced: the Police Chief's vehicle, the utility vehicle, and the unmarked vehicle. When the vehicle is replaced, they try to utilize all salvage equipment from the vehicle for cost-savings. There are three (3) line vehicles that have over 100,000 miles on them. There was discussion about a proposal to convert one vehicle to propane/gas. Proulx Oil has offered to donate \$5,000 in conversion equipment and the Town possibly would be responsible for the installation cost of \$1,200-\$1,500. This would result in a savings of \$.70/gallon below the "rack" price of gasoline for the Town. Proulx Oil has offered to provide propane at that cost to the Town. The conversion would result in the Town losing its warranty on the engine of the vehicle, which could cost upwards of \$5,000 to replace, if it had to be replaced. The Chief is considering the use of propane because the pricing is better and it is more stable. Auto Excellence, the Town's current mechanics under contract, is able to work on propane vehicles, but they would have to be certified to install the new equipment.

The Crown Victoria is no longer being produced and the alternative vehicle is a Ford Taurus, which is much smaller and not the preferred selection. The Chief is looking into the option of purchasing another Crown Victoria from a dealer in Massachusetts.

The cost of the new vehicle, fully equipped with the equipment, would cost about \$46,500. A motion was made by Michael LaBranche, seconded Judy Ryan, to include \$35,000 in this year's Police Department's CIP to allow for the purchase of a vehicle to replace Car#3, which has over 122,000 miles on it.

Dispatch – There is nothing in dire need of being replaced with respect to Dispatch. There is a balance of almost a \$105,000 in the capital reserve account for future equipment purchases if the Town continues the Dispatch Center in Newmarket. There was a discussion about the life span of vests that are used by the police officers (5-7 years) and the air conditioning system in the Dispatch Office which comes under the Department of Building and Grounds. There was no action take at this time regarding Dispatch.

Other Business – Matt Angel talked about the need for capital reserve funds for a town-wide revaluation. He was looking for a clearer definition from the State Department of Revenue Administration in regards to whether we are required to complete a yearly 20% sample assessment, verses a comprehensive five year reevaluation. There was also a question regarding whether we could complete a statistical update and what would that involve and cost. The last revaluation was done in 2009. The Town should have set aside money in the CIP program starting in 2009/2010 for the revaluation which is due in August 2014. As no money has been put aside for it, the Town may have to pay the full amount for a revaluation in one year, which could cost upwards of \$150,000. Matt is waiting to get more information on this to clarify it for the CIP committee.

The committee then took a tour of the Dispatch and Police Department.

The next meeting will be on August 30, 2012 at 4:00 pm at the Public Works Department to meet with Rick Malasky. The CIP meeting with Recreation Department will be on September 13 at 4:00 pm.

A motion was made by Rick McMenimen, seconded by Judy Ryan to adjourn at 4:50 pm.