

Capital Budget Committee
Tuesday, November 17, 2015

Members present:

Bob Springett, Brooks Gerner, Robyn Hunter, Andrew Phelan, and Mark Sarro.

Chairman Springett called the meeting to order at 7:00AM in the Selectmen's Meeting Room.

1. Minutes of the November 3, 2015 meeting were approved.
2. The Committee reviewed the current Town vehicle inventory. Each member will ask their respective departments to update the inventory as soon as possible.
3. Dover School Committee Chair Dawn Fattore, joined by Hans Baumhauer, Business Manager, presented Chickering's capital requests.
 - a. Nine of the ten prior capital items with unspent funds were completed at \$14,431 less than their approved amounts. The EMS major upgrade for \$22,950 was cancelled. So the DSC's total unspent funds are \$37,381.
 - b. The DSC's two capital requests for 2017 were discussed.
 - i. Replacement of two server room AC units (\$17,000). The units are at the end of their useful life and are failing.
 - ii. New aerial lift (\$8,900). Currently, Chickering and the Town borrow the Region's lift. But transporting the lift is dangerous and not optimal. A new lift has a 20-year life. A used lift was considered, but would cost nearly two-thirds as much (approximately \$5,500), and renting is too costly (\$900/week). The lift is used eight or nine times per year, so the payoff is roughly one year.
 - c. The DSC's request for \$19,400 in technology hardware replacements for 2017 was discussed. This figure includes 14 classroom desktop machines (\$9,100), 25 chromebooks for laptop carts (\$6,500), and 4 laptops/docks for teachers (\$3,800).
 - d. The DSC will issue an RFS in early 2016 for a feasibility study of adding air conditioning at Chickering. If Dover achieves Green Community status, this project could qualify for a grant.
 - e. Operating maintenance items were discussed. The items listed are what the Onsite Insight report said should be done. This is just a base for building the major maintenance budget and is not necessarily all that will be done.
4. Town Administrator David Ramsay, joined by Building Maintenance Superintendent Karl Warnick, presented the Selectmen's capital requests.
 - a. The Selectmen have four capital requests for 2017, all of which were listed in the out-years in prior requests:
 - i. Repairing a stairway at the Caryl Community Center (\$30,000). The stairway is dangerous and is no longer used. It would be filled-in and closed.
 - ii. Renovating the kitchen and first-floor bathroom in the Protective Agencies building (\$12,000).
 - iii. Painting the apparatus ceiling in the Protective Agencies building (\$6,500).
 - iv. Replacing the mail machine (cost TBD). This item was moved up from 2020 because technical support will not be available after this fiscal year.

- b. The Committee asked about several out-year capital items, mostly relating to the more than \$1.8 million in future requests for the Caryl Community Center and the \$600,000 placeholder for the Town House roof.
5. The Committee noted receipt of the Cemetery Commission's request to replace its truck with plow (\$55,000).

The next meeting will be at 7AM on Tuesday, December 1.

The meeting was adjourned at 8:35AM.

Respectfully submitted,
Mark Sarro