

Capital Budget Committee
Tuesday, December 15, 2015

Members present:

Bob Springett, Kate Cannie, Brooks Gerner, Robyn Hunter, Gordon Kinder, 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 December 1, 2015 meeting were approved.
2. Mr. Springett discussed the Committee's 2015 annual report, which is due by January 15, 2016. The Committee will finalize the draft report at its next meeting.
3. The Committee reviewed the current capital budget spreadsheet. Upon a request for additional discussion of the 2-1-2 replacement cycle for police cruisers, it was agreed to follow up with Chief McGowan.
4. Mr. Springett reminded Committee members to ask their respective departments for updated information for the vehicle inventory.
5. Fire Chief Jay Hughes discussed the Fire and Ambulance requests:
 - a. The \$42,000 requested for replacement of radio equipment covers both fire and ambulance personnel, which includes 35 members of the Fire Department and 18 EMTs. The request would replace the pagers and portable radios used for everyday communication as well as long-range radios in the fire trucks. The radio replacement scheduled for 2021 is for other radio equipment.
 - b. The 2019 request for turnout gear is on a regular replacement cycle. The equipment is in good shape right now. Replacement keeps the equipment up to NFPA standards.
 - c. The 2020 request for a command car also is cyclical. It currently has 120,000 miles but should be serviceable with routine maintenance until its replacement.
 - d. The 2021 request to replace the ambulance is a placeholder for now. The condition of the ambulance will be assessed in detail as that date approaches.
6. Noting his planned retirement in 2016, the Committee thanked Chief Hughes for his cooperation with this Committee and for his 48 years of service to the Town as a member of the Fire Department.
7. Parks and Recreation Director David MacTavish and Commissioner Chris Boland discussed the Parks and Recreation requests:
 - a. The 2017 request regarding drainage at Caryl field would divert water away from the parking area by installing a drain pipe from the catch basin which currently has no outlet. The request is based on a quote from Paul Luttazi. The Committee asked the Commission to obtain at least one additional quote. It also asked for clarification on whether the Highway Department could do this work instead.
 - b. The 2017 request to re-pave the driveway at Chickering School would replace the current surface laid in 1993 which has many cracks, frost heaves, and potholes. The Committee asked for clarification on whether the Highway Department could do this work, and if it should be included in Highway's five-year plan.

- c. The 2018 request to replace a tractor reflects one year added to the customary five-year replacement cycle. A new model with a leaf/grass collector is being introduced soon, but the Commission prefers not to buy a new tractor in its first model year, so it pushed back this request to the following year.
8. The members of the Dover Cemetery Commission – Pope Hoffman, Carol Jackman, and Helena Wylde Swiny – discussed its 2017 request for a truck with plow.
 - a. The truck is a 2007 model with approximately 58,000 miles and some surface rust. It is used day-to-day by the Cemetery Supervisor, Rusty Dauphinee, who works at the cemetery full-time in the Summer, part-time in the Winter, and also works with the Highway Department. The truck is used by both Cemetery and Highway. It is maintained primarily by Highway and is sent out for repairs only as needed. In the last three fiscal years, the truck has required approximately \$2,000, \$4,000, and \$1,000 in outside repairs, respectively, on top of maintenance done by Highway.
9. Replacement plantings along the property line between the cemetery and Dover Farms was discussed. In addition to the developer's plantings, Cemetery is planning to add its own plantings to create an adequate natural buffer. Acknowledging the volunteer time and private funding Cemetery is raising for this purpose, the Committee noted that a future capital budget request may be appropriate to help cover this cost.

The next meeting will be at 7AM on Tuesday, January 5, 2016.

The meeting was adjourned at 9:00AM.

Respectfully submitted,
Mark Sarro