

Town of Windham
2010 Capital Improvement Program Subcommittee
CIP Subcommittee Meeting Minutes
September 22, 2010

ROLL CALL:

Rob Gustafson, Chair, citizen – present	Roger Hohenberger, Selectmen alt – present
Jack Merchant, Vice-Chair, citizen – present	Ed Gallagher, School – absent
Nancy Prendergast, Secretary, PB - present	Bruce Anderson, School alternate – absent
Lee Maloney, PB – present	Dennis Senibaldi, citizen – present
Galen Stearns, Selectmen – present	

Meeting was called to order at 7:05 PM at the Community Development Dept.

Mr. Gustafson introduced the members and reviewed the agenda. Presentations by the Community Development Dept and School District are postponed until Oct 6 per their requests. The Committee will also request that the School District explain their past expenditures as has been requested of all other Boards/Committees/Dept.'s. The Library will not be submitting a request this year but had spent their last allocations on paint, etc.

Mr. Senibaldi motioned to approve the Sept 8, 2010 minutes as amended; changing “time” to “timely” on page 4 item 5. Motion seconded by Mr. Merchant. Motion passed 6-0.

Responses to request for CIP have still not been received from IT/GIS Director and Maintenance Dept. The Committee will not pursue further.

CIP Presentation – Local Energy Committee by Doug Wolfe, Chair of Local Energy Committee
Local Energy Committee (LEC) member Neelima Gogumalla was also in attendance. Mr. Wolfe provided the Committee with some background to the LEC. The Committee requested a copy of his PowerPoint presentation. In March of 2010, the Town of Windham was awarded a grant of \$14,000 for energy audits on 5 historical Town owned buildings. Bids for conducting these audits have been solicited and the Board of Selectmen will award the bid on Oct 25, 2010 with audits to be completed by Jan 2011. Anticipated recommendations are updating HVAC systems, reconfiguring ductwork, insulation upgrades, weather proofing, space/use modifications, etc. The audits will also include estimated returns on investments. The LEC is requesting \$50,000 for 2011 to begin energy upgrades. The Committee discussed timing of the request and the expected payback in years. Mr. Hohenberger explained the CIP process and the benefit of having the request in the CIP even if it is for future years.

CIP Presentation – Highway Dept by Jack McCartney, Highway Agent

1. Roads – Mr. McCartney is requesting \$330,000 for 2011 for rebuilding Town roads. The money will cover approximately 2,000 ft of road at the cost of \$135-140/linear foot. Over the span of 8 years, this project cost is estimated at \$3.6M. The Committee discussed the list of roads and last year’s monies. Mr. McCartney will spend all of the money allocated last year. And if given more than requested this year, he will accomplish more. Mr. McCartney also discussed the costs of reclamation versus resurfacing.
2. Front End Loader – The existing front end loader is 8 years old and is scheduled for replacement. This is a must have. Estimated cost for replacement is \$120,000. Mr. McCartney discussed the repairs that have been completed and expected repairs for next

year. The increase from last year's estimate of \$105K is due to inflation and required emissions upgrades.

3. Small Excavator – Would be great to have. Estimated cost is \$100,000. This machine will allow the Highway Dept to do many jobs that are now being sub-contracted to outside vendors. These include shoulder work, ditch lines, culvert repairs, detention pond clean-outs and other services that cannot be performed by the front end loader.
4. 5-Ton Trucks – \$300,000 (\$150K each) is the estimate to replace two 5-Ton trucks; one 1992 and one 1993 truck. The possibility exists for 1 to be purchased/leased through CIP in 2011 and the second to be obtained in 2012 through an 80% grant from the State with 20% Town matching. In order to qualify for the grant the trucks must be fitted with salt reduction equipment under the Salt Reduction Program. The Committee discussed the Salt Reduction Program, other 1-ton and 5-ton trucks, and truck warranties.

The Committee received additional information from the Fire Dept following their Sept 8 presentation. The information received included quotes for multiple purchases, budgeting estimates, and financing options. Other info was missing. Ms. Prendergast will contact Chief McPherson to resolve.

The Committee discussed School Board attendance.

The Committee discussed future CIP meeting dates:

Oct 6 will be the Community Development Dept and School District presentations.

Oct 20 will be scheduled for scoring.

Nov 3 will be a review and discussion of allocations.

Nov 17 will tentatively be scheduled for presentation to Planning Board.

Mr. Senibaldi motioned to adjourn. Motion seconded by Ms. Maloney. Motion passed 6-0.
Meeting adjourned at 8:30 PM.

These minutes are in draft form and have not yet been reviewed and approved.

Respectfully submitted,

Nancy Prendergast