

CIP Committee
Draft Minutes
Wednesday, October 21, 2015
6:30 pm

Meeting called to order at 6:30 pm in the Fire Station Conference Room

Present: Steve Felton, Susan MacLeod, David Toth; Absent: Ingrid Heidenreich
Fran Newton; Fire Chief Steve Heath, Deputy Chief Tim Joubert

Fire Department: The Apparatus Committee has met again to work on refining the specifications to the bare necessities on the replacement for engine 2 to \$500,000. They also discussed how to break down the costs on the warrant article. The new NFP and EPA standards have increased the base price, so they looked to eliminating some of the fittings i.e. the booster reel, the built-in foam system, and some cab design configurations. A custom cab and chassis built for Ashland is still better to retrofit current equipment; and the commercial cab and chassis cannot make the tight turns required for many streets and driveways in town. As an example, the commercial cab in Plymouth cannot go around the traffic circle there. One major reason the older engine has outlasted the newer one in performance and reliability is that it was custom built for Ashland. Also right now, the trade-in value has increased due to demand which helps with the price. Tim conferred with the Tilton Town Administrator on the wording for the warrant, and last year's warrant here was worded as it needed to be. The discussion then was about the right combination of using capital reserves (currently \$125,000) and the leasing payments. If the warrant passes in 2016, the truck would not be ready for delivery until 2017, so structuring the pay-out (down payment or payment upon delivery) was also a topic. The maintenance of the aging engines is increasing in cost, with \$2,000 already spent over the budgeted amount of \$10,000 for this year. Tim will get the numbers for interest rates and lease periods from the various programs to better decide on the balance of using capital reserves as down payment and/or yearly lease payments. The Fire Department and the Apparatus Committee has done all the homework, and developed an asset management plan to control costs, extend the lifespan of all equipment and refine to "needs only" requests. Since the CIP recommendations were already made to the Selectmen, the FD should now meet with the Town Administrator and Selectmen with any new numbers to formulate the warrant article.

Financial Forum Presentation: It was recommended that the FD do a FAQ sheet to get their information out to the voters. Various formats including a video to be done by PBCam were discussed to keep the presentation simple and within 10 minutes. Still need confirmation that Budget Committee will participate.

Other: Dave created a CIP documents, a FAQ and a white paper to which he will add an appendix with detailed numbers to be reviewed for next meeting.

Next Meeting: Wednesday, November 18, 2015, 6:30 pm

7:49 pm: Motion to adjourn, all in favor.