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Westminster Capital Planning Committee

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TOWN OF WESTMINSTER

Meeting minutes for June 27, 2017

Meeting was called to order 6:00 pm, Selectmen's Office Room 205, Westminster Town Hall.

Members present: Jim DeLisle, Keith Harding, Steve Rocheleau, John Fairbanks, Lisa Rocheleau

Ex Officio Members present: Karen Murphy Not present: Melody Gallant

Guests: Dave Monty (Technology), Kevin Nivala (Fire), Mike McDonald (Police)

Reviewed meeting minutes from March 27 and May 23, approved unanimous and submitted copies to Town Clerk.

Review of Fire 5 Year Capital Plan. VE12 comp air breathing compressor discussed moving back to 2023 replacement not currently required, tested bi-annually.

VE5 engine discussed timing as noted on plan. Approved at 2017 Fall Town Meeting to coordinate with timing of other debt payments ending in 2020. Purchase should be made in 2019 with payments starting in 2020. Old truck will be sold, estimated value \$10,000.00.

Discussion of repairs/maintenance for building tabled until engineering report is completed, but noted that several larger projects are looming that are not on the plan.

Technology, confirmed 2019 items on the current plan including \$35,000 annual computer replacement, \$25,000 radio system and \$20,000 exchange server. Tabled balance of discussion for Technology as Dave got called out on emergency call.

Police review. VE 1-3 accurate per current plan. VE2 was replaced this year and next replacement added to 2023.

VE4 and VE7 to be swapped due to current condition of vehicles.

Future replacement of VE5 added in 2024

VE8 future replacement scheduled out 10 years.

VE10 updated description should be 2016 Ford Interceptor not 2013. Future replacements in 2021 and 2025.

VE11 omit from plan.

VE12 message board replaced this year, future replacement target 2025

VE14 confirmed

BP4 radio building may have changes depending on Ellis Road water tower changes

BP5 dispatch software needs clarification from Sam or Dave

BP3 and BP8 dispatch equipment and alarm may change depending on building study

BP10 radios replacing this year, future replacement 2025

BP11 bullet proof vests future replacement in 2024

BP12 confirmed future replacement cost for cruiser video recorders is decreasing due to technology changes

BP16 portable AED next replacement scheduled 2024

Meeting adjourned 8:00 pm

Submitted: Steven Rocheleau