

# Westminster Capital Planning Committee

Meeting minutes for May 29, 2018

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TOWN OF WESTMINSTER

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

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

Fairbanks. Ex Officio Members present: Karen Murphy, Melody Gallant

Special guests: Dave Monty, Mike McDonald, Sam Albert, Kyle Butterfield

Discussion of Fire Department Capital Plan. VE15 2005 ladder truck scheduled for refurbish 2023 at \$60,000. Request increase to \$100,000, additional work will extend useful life to 2030

VE13 is a 2013 truck, scheduled replacement 2021, request to move to 2020 and change cost to \$50,000.

Discussion on Ellis Road Water Tank. Replacement will affect current Town communications equipment. Current items can not be transferred directly. Options include:

1. Build unique stand alone tower adjacent to new tank, could cost up to \$300,000.00.
2. Mount new antennas on new tank, less cost but limitations due to feedback issues
3. Find a new location for the new tower. Potential higher cost and unknown performance issues compared to current known location.

Dave Monty will review options in more detail in order to present more formal options for consideration

Discussion of Police Department Capital Plan. BP3 Dispatch equipment replacement discussion should be moved out until decisions on renovation or replacement of Public Safety Building are decided, location will affect equipment. Items BP4, BP5 and BP8 are also tied into building/water tower and likewise should be on hold.

Discussion of Public Safety Building. The consultant is finishing the plan to initiate the feasibility study. Estimate 3-4 months for this portion of the study.

New Business. Discovered that approval of financing for fire truck actually required proof from the Town that the Capital Planning Committee had taken action and voted to include on Capital Plan. Will ask Town Clerk to record our approvals on individual items requiring finance in the future to provide required documentation.

Auditor will be onsite week of June 4<sup>th</sup> for annual review. Will include discussion of OPEB funding requirements.

Next meetings scheduled June 19, 2018, July 24<sup>th</sup>, 2018 and August 28, 2018

Meeting adjourned 8:05 pm

Submitted: Steven Rocheleau