

**Town of Pelham
CIP Subcommittee Meeting Minutes
July 13, 2022**

LOCATION: Police Community Room

MEMBERS IN ATTENDANCE:

Sam Thomas
Jenn Beauregard
Kevin Cote
Jim Bergeron
Hal Lynde

MEMBERS ABSENT:

Danielle Masse Quinn
Bob Sherman
Greg Smith

OTHERS IN ATTENDANCE:

Police Captain Anne Perriello

Sam Thomas called the meeting to order at approximately 6:00 pm.

PLEDGE OF ALLEGIANCE

The committee reviewed and discussed the following submissions:

I. Administrative/General Gov't

Joe Roark, Interim Town Administrator stated that the BOS had no new submissions. Update: This may change as I am not sure if the roundabout project should be on here as well as our Selectmen rep on the committee believes some of the building improvements belong here and not under the individual departments. He will get back to us on this. Add'l update 7/14 – Jenn will find out more information about when the Main Street Bridge construction will take place.

Main Street Sidewalk Expansion - 7/13/22 – I emailed Joe Roark to ask if this was still happening in 2023 or if it should be moved. I will update once I hear back. He is researching this. This project should be moved out to at least 2024, coinciding with Bridge Work.

Covid-19 Remediation Project was approved for 2022. It is awaiting construction.

Planning Department renovation is part of the approved 2022 budget. It is awaiting construction.

II. Police Department

Cpt. Anne Perriello will be at tonight's meeting to go over her submissions.

Animal Control Shelter – She is adding to her 2023 budget funds for a formal plan to be drawn up. We should either move the shelter to another year or take it off until we have more information. **Update: She would like to move this to 2024. The number should stay the same until she receives a new quote.**

Remodel/Expansion – This is now their 2nd priority. A new expansion quote was received for \$54,500. But this does not include the cost of a new outside door, window, plumbing, or electrical costs. She believes this project will be over the \$75,000 threshold, but not over \$100,000. I put new quote in place of the old. Should we leave it at that until we receive more information? The previous quote was \$82,628 and I left it as is until the committee decides what I should change it to. **Update: The committee decided to leave this number as is until she receives a new quote. She is working on that now.**

Radio Infrastructure - A new quote was received and is in your binders. It went from \$496,101 to \$511,581. **Update: Anne explained that this is very high priority and effects the Fire Department as well. The equipment is at end of life and most parts are no longer available, the ones that they can still get are backlogged. She is researching grants available but has been unsuccessful as of now.**

III. Fire Department

Replace Ambulance 2 – Will check with Chief Midgley if this is still on for 2026. **Update: Emailed Chief Midgley to confirm that this item should remain in 2026. Awaiting his response.**

FD/PD Communications Upgrade Phase 2 – Received an email from Chief Midgley to remove this from the CIP. This project was completed last year.

Replace Engine-3 – Chief Midgley submitted an updated worksheet. This item should be moved from 2027 at \$660,000 to 2026 at \$720,000. There was no quote attached to the worksheet. I can ask him to submit one but I suspect he may receive an updated quote closer to 2026. **Update: The committee wanted to know if a Capital Reserve Fund could be set up for this and/or if this allocation of funds could be split up over multiple years. Sent Chief Midgley an email with these questions.**

IV. Highway Department

3.5 Yard 4-Wheel Loader – Per Rhonda Martin & Jim Hoffman, this was never purchased and should be removed

66,000 GVW 10-Wheel Dump Truck – Per Rhonda Martin & Jim Hoffman, this was never purchased and should be removed

International Dump Truck – This is a new submission. It is to replace an existing 2010 Dump Truck. \$274,400.00. This is the cost of the truck plus accessories.

Catch Basin Cleaner – This is a new submission. This is so they no longer need to depend on a company to do this work and they could do this at their own pace. They applied for a loan through the Clean Water State Revolving Fund (CWSRF). The "Infrastructure" Principal/Loan Forgiveness will be somewhere between 10-15% of the loan request. The remainder of the loan would be charged a rate of 1-2% interest.

Catch Basin Replacement – This is a new submission. I asked NRPC if this should be listed on the CIP. They said it was up to the Town, however, it is a high amount and makes sense. I added it for now and will remove if the committee thinks we should. **Update: We emailed Jay Minkarah, NRPC on his opinion about whether this should remain in the CIP. He stated it was up to the committee but the cost and useful life sound like it would be listed on the CIP.**

V. Solid Waste Disposal

Transfer Trailer w/ Live Floor – This was on the CIP for 2022 for \$90,000. I emailed the Transfer Station to see if this was ever done. **Update: The Highway Department has a new Trailer and said to remove this.**

ATG Tractor – This is a new submission. **UPDATE: There is a range from \$150,000 - \$200,000. The Committee asked for a specific number. Emailed the Transfer Station to clarify. 3/14 Update: New information was sent over. \$185,000**

6.5 Yard Stationary Compactor – This is a new submission. There is an attached quote.

F550 Rackbody Dump w/8' Plow & 2.5 Yard Sander – This is a new submission. Wanted year 2028. I am unclear the total amount of this submission. **Update: Emailed the Transfer Station to clarify the estimated cost. 3/14 Update: New information was sent over. \$110,000.**

VI. Parks & Recreation

Muldoon Playground Renovation – This did not end up in Brian's budget. He is not planning on this at this time and would like it removed.

Raymond Park Restrooms w/ Storage – This is a new submission. There is a quote attached from 2013. He does not plan to obtain a newer quote until it's closer to the time of the project. **Update: The committee was ok leaving the number as is until next year when a new quote is received.**

VII. Library

Renovations – This showed \$72,669 left to be paid in 2022. I'm not sure if this is complete. I can check. **Update: The committee was confused as to what was being requested now. We are unsure if this project is completely funded as of now, and they are looking to expend the monies next year. If that's the case, there really is no new submission. Their worksheet referred to the full amount that was originally requested. Kevin Cote is going to research this.**

VIII. Cemetery

No CIP at this time, however Sean Cunniham believes they will have something for next year.

XI. Senior Center (Hobbs Community Center)

Roof Replacement / General Maintenance – We do not have any information on this at this time. She is meeting with the Building Inspector today (7/13) for him to look at the roof to help determine if this needs to be replaced. **Update: An email will be sent to Sara to provide the committee with a quote prior to the next meeting for the project to be considered. Sara emailed to take the roof off the CIP, Roland believes it should last another 10 years.**

Entrance Redesign – We do not have any quotes on this yet. She did submit a narrative. Update: An email will be sent to Sara to provide the committee with a quote prior to the next meeting for the project to be considered.

X. Planning Department

No "CIP at this time. We might be putting in a grant applicant for the 10 year plan for a pedestrian bridge. I'm not sure at this time what year it would be for. I am meeting with Jeff Gowan and Jim Bouchard, Quantum on Wednesday, July 27th and will update.

ADJOURNMENT

MOTION: (Cote/Bergeron) To adjourn the meeting.

VOTE: (5-0-2) The motion carried.

The meeting was adjourned at approximately 7:40 pm.

Respectfully Submitted
Jenn Beauregard
Planning Director