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TOWN OF THORNTON
CIP COMMITTEE

Approved on: 10/29/19
CIC Initials: WJD
Dt Rec'd-Town Clk: 11/4/19
Town Clerk Initials: dpm

Thornton Capital Improvement Committee Meeting Minutes

Tuesday, September 24, 2019

CALL TO ORDER :

Bill DeLeo called the meeting to order at 6PM.

ROLL CALL:

The following members were present:

Bill DeLeo Cindy Schofield Joe Monti Al Lewis

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of August 27, 2019 as amended."

Motion: Joe

Second: Al

Discussion: None

Motion Passes: 4-YES 0-NO

NEW BUSINESS:

- There was a brief discussion of the Thornton Central School capital plan, which was approved by the School Board at their meeting on September 23.
- Bill updated the Committee regarding the Select Board meeting on 9/11 where department heads presented their requests for Thornton's capital improvement plan (CIP). The Board approved all requests. After some discussion, the Board decided purchasing a new backhoe in 2019 would be a better option than buying a used backhoe. The sweeper attachment for the backhoe was approved as a new request for 2021. Based on requests from the Highway and Police departments, the backup vehicle list has been updated.
- The Town Administrator has sent the Transfer Station CIP requests to Campton.
- The Committee reviewed the proposed capital improvement plan in detail to insure all requests are represented correctly in the plan.
- Because of the number of requests, the Committee agreed to vote on all requests by department, and to note in the minutes if there was disagreement or concern on any specific request.

MOTION: "To approve the purchase of a Police Cruiser for the Police Department in 2029 at a cost of \$65,000."

Motion: Joe

Second: Cindy

Discussion: None

Motion Passes: 4-YES 0-NO

MOTION: "To approve the 2029 assessing revaluation project as requested by Town administration at the cost of \$135,000."

Motion: Joe

Second: Al

Discussion: None

Motion Passes: 3- YES 0-NO Abstained: Cindy

MOTION: "To approve Thornton's share of the costs to purchase the following equipment for the Fire Department: Command Truck in 2022 for \$27,000; Ambulance #2 in 2024 for \$135,000; Fire Engine #1 in 2029 for \$279,000; and Forestry Truck in 2029 for \$47,250."

Motion: Cindy

Second: Al

Discussion: Joe expressed concern that usage metrics from the Fire Department were lacking, specifically for the Forestry and Command trucks.

Motion Passes: 3-YES 0-NO Abstained: Joe

MOTION: "To approve Thornton's share of the costs to purchase the following equipment for the Transfer Station: a used pick up truck with a plow attachment in 2020 for \$10,200; and a used backhoe in 2029 for \$34,000."

Motion: Cindy

Second: Al

Discussion: None

Motion Passes: 4-YES 0-NO

MOTION: "To approve the purchase of the following equipment for the Highway Department: a new backhoe in 2019 for \$125,000 (revised request combining funding originally approved for purchase of a used backhoe and excavator); a new sweeper attachment in 2021 for \$16,000; a used excavator in 2023 for \$50,000; and a used boom mower in 2029 for \$25,000."

Motion: Joe

Second: Cindy

Discussion: None

Motion Passes: 4-YES 0-NO

- Bill described a few issues he found with the proposed inflation-adjusted worksheet. Al will look into them, and send a new spreadsheet to committee members.
- The Committee discussed the inflation rate to be used to protect the plan from future shortfalls. It was agreed to use the average rate of inflation for the last 30 years, which is 2.5%. Additionally, it was agreed to suspend the inflation adjustment if the total ending reserve balance for the ten year period becomes excessive.
- The first draft of the CIP will be presented at the BOS meeting on 9/25.
- In October, Bill will e-mail department heads to remind them that any additions and/or changes to the CIP are due by November 1.
- In October, Bill will e-mail the Administrative Assistant for the Town to request notice be given for the public hearing on 11/26 for Thornton's CIP.
- The next meeting is on October 29 at 6PM.

ADJOURNMENT:

The following motion was made at 7:55 PM:

MOTION: "To adjourn"

Motion: Al

Second: Cindy

Discussion: None

Motion Passes: 4-YES 0-NO