

**Final Approved 7-31-17**

**Town of New Durham**

**Capital Improvement Program Advisory Committee  
Minutes of the July 10, 2017 Meeting**

1. Call to Order: By Chair Jarvis at 9:04 AM  
Present: Cecile Chase, Board of Selectmen Representative  
Theresa Jarvis, Chair & Member At Large  
Bill Meyer, Member At Large  
Ellen Phillips, Budget Committee Representative.  
Dorothy Veisel, Vice Chair & Planning Board Representative  
Scott Kinmond, Town Administrator - Committee Staff  
Others: David Swenson, Resident  
Peter Varney, Fire Chief  
Neal Burns, Fire Lieutenant
2. Agenda Review: The Chair added “Additional CIP charts” and reminded the Committee Members of Thursday’s Ethics Class.
3. Minutes: The June 21, 2017 minutes were reviewed and amended. **MOTION:** *To approve the June 21, 2017 minutes as amended.* (Meyer/Chase). VOTE: 5-0-0
4. Fire Department CIP Overview: Chief Varney and Lt. Burns. Documents provided the following:  
Revised Fire Department vehicle replacement schedule;  
Estimate of the replacement cost for the mule;  
2015 Town Warrant vote for the FD Ancillary Equipment –Non Vehicle CRF;  
Estimate of replacement cost for 18 sets of SCBA.

CRF for Fire Department Vehicles:

2001 Ladder Truck – due for replacement in 2041.

- Chief Varney has decreased the life span from 45 years to 40 years with an increase in the replacement costs from \$ 350,000 to \$ 450,000.
- Mrs. Veisel questioned what the ladder is used for. Chief Varney stated that it is the first truck to respond on most calls:
  - Life Safety i.e. to remove people from upper levels of buildings;
  - Chimney fires due to the increase in the number of metal roofs and homes with solar panels.
  - Ventilation – In some cases the only way to get to the roof is via the ladder truck.
- Mrs. Veisel asked how often it is used. Lt. Burns estimated 30+ times. Chief Varney was asked to provide the committee with the total number of times the ladder was used 7/1/16 – 6/30/17. The number should identify chimney fires, in town use and out of town use.

2005 Mule - due for replacement in 2015.

- The current replacement cost is \$ 16,720.
- Lt. Burns feels that there is no need to replace the Mule at this time as the body and engine are in good condition.
- Chair Jarvis questioned if the life span could be changed to 15 years. The Chief and Lt agreed. This will change the replacement date to 2020

1994 Engine 1 – due for replacement in 2019.

- The replacement cost is currently listed at \$ 450,000.
- The Chief feels that this can be lowered to \$ 350,000 if they have a commercial non custom cab. Lt. Burns spoke to the need to have at least one engine with a short wheel base.

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- With an estimated nine month delivery time the Fire Dept. is planning on writing the specifications in 2018 so that they can order the truck in 2019, if it is determined that replacement is required.
- In response to Chair Jarvis's question Lt Burns stated that the pump is in good condition and recently passed its pump test.

2008 Rescue Pumper – due for replacement in 2020.

- The replacement cost remains at \$ 528,000 for a fully equipped truck.

2008 Ford Expedition – due for replacement in 2018.

- This vehicle will not pass a state inspection in September without \$ 7,000+ in repairs.
- Lt Burns stated they are writing specifications for a Chevy Tahoe that should cost \$ 33,000+/\_ . The additional equipment, painting etc. will cost \$ 10,000+/- . They hope to present the information at the next BOS meeting.

CRF for Fire Department Ancillary Equipment –Non Vehicle:

Self-Contained Breathing Apparatus (SCBA) All must be replaced no later than 2020.

- ISP estimate = \$ 154,768 to replace all SCBAs and associated equipment.
- Chief Varney will be submitting grant applications, however there is no guarantee that New Durham would receive a grant. Matching amounts that the Town would have to have range from 50% to 10%.
- Issue: This CRF has only \$ 56,000+/- at this time.
- The Chief was asked to provide the Committee with a list of the equipment that this account could cover and the anticipated replacement date.

CRF for Dry Hydrants:

- In November 2016 the Planning Board requested a hydrant plan, current hydrant locations and recommendations. Is there a plan? Does it cover 10 years?
- Currently dry hydrants on town property are: Ela Mill, Davis Crossing and the Lake. The rest are on private property that the Town does not have easements for.
- There was a lengthy discussion regarding the lack of dry hydrants in the Kings Highway and Ridge areas. Both Shaw's Pond and Lovett Pond were identified as possible locations.
- The Chief was asked to evaluate these locations and estimate the cost of installing a dry hydrant.

Fire Station:

- When the addition was added in either 2006 or 2007 it was going to meet the department's needs for 10 years. Chair Jarvis asked Chief Varney if within the next 10 years will the town of New Durham outgrow the station.
- Chief Varney stated that they have already outgrown the station. The plan (in 2006/07) was for the Fire Department to expand into the Community Room if it became necessary. However the room has now become an asset to the town
- Lt Burns described some of the space issues in the apparatus bay, cracking of the apparatus floor and aprons.
- Chief Varney, when asked what the plan was, stated that he is planning for an office, storage area and washing facilities for gear and a dispatch room, which the Fire Station currently does not have. The Chief stated that the Fire Department–space wise–is worse off now than 10 years ago.
- There is no area for an EOC – they would end up using the Command Car that would be parked inside the station.
- Mrs. Chase asked if the Fire Station had space for offices and gear storage would that be adequate to meet the needs of the town for the next 10 years.

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- Chief Varney responded no, that the foundation was not designed for the weight of current fire apparatus. He stated that they are currently putting trucks in the apparatus bay that are too heavy for the floor. He has not gone with a tanker as he does not believe the current floor would support the weight of a tanker and water.
- Other problems areas include cracks in the walls, apparatus floor and aprons. The building is not energy efficient, has only 6 inches of insulation in the roof area. If insulation is blown in then the snow will not slide off the roof which was built for 45 pounds per square inch rather than the 90 pounds per square inch that is required due to snow load.
- The plan that the Chief is working on addresses office space and storage/cleaning of gear and nothing else.
- Chair Jarvis asked for confirmation that the issues with the apparatus floor, aprons, possible need for taller and wider apparatus doors would not be addressed. This was confirmed.
- Mrs. Veisel asked if the option of razing the entire building and building a new station would solve the problem. Chief Varney stated he is opposed to building just a fire station and the police station also needs expansion. He is in favor of a Public Safety Building that would house the Fire and Police Departments along with Emergency Management and have shared core facilities (ex. heat, water, training room etc.).
- The discussion turned to previous efforts (2004+/-) to build a replacement building. Chair Jarvis, who served on that committee, summarized what they did, land that they looked at and that after evaluations were completed the committee recommended building a Public Safety Building. She referred people to the files that previously had been in the Board of Selectman's office.
- The Chair checked the language of the Public Safety Building CRF and it does include construction.
- The Advisory CIP Committee determined that they need to recommend that the BOS establish a committee to research and address this issue.
- Both the Fire and Police Chief should perform a space needs assessment in preparation for future discussions with the BOS.

Other: Chief Varney asked why the town is putting monies into CRFs for Fire Department vehicles when the town could purchase vehicles via lend lease.

- Mrs. Veisel explained that putting money into CRFs is the same as putting money in a savings account. Should the BOS decide to go with lend/lease CRF monies could be used for the down payment.
  - Until the BOS makes a decision to change purchasing to lend/lease the Advisory CIP Committee must plan for the expenditure. Mrs. Chase stated that it was a past BOS that was considering lend/lease. The current Board has not discussed the issue.
5. Chair Jarvis distributed additional tables from the 2016 – 2026 CIP report that were not in the previous handout. She stated that when she reviewed the Planning Board's minutes from last year's discussion of the CIP report they requested more specific information and justifications. They also commented on the lack of alignment between the report and the Master Plan. The Chair feels that by including the various tables in the report the Planning Board's concerns will be addressed.
  6. Bow Priority list: TA Kinmond distributed the revised priority ranking list. While this is based on the Bow list, edits were made to reflect New Durham's 10 year CIP cycle.
  7. TA Kinmond distributed documents submitted by Police Chief Bernier for Thursday's CIP meeting.

Respectfully Submitted:  
Ellen Phillips