



**TOWN OF
BROOKLINE, NEW HAMPSHIRE
PLANNING BOARD**

**P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855
Fax (603) 673-8136

kristen@brookline.nh.us valerie@brookline.nh.us
<http://www.brookline.nh.us>

**CAPITAL IMPROVEMENTS COMMITTEE MEETING
Minutes
September 27, 2011**

**Present: Paul Anderson, Planning Board, Chair
Alan Rosenberg, Planning Board, Secretary
Ann Somers, Facilities Study Committee Representative**

Wes Whittier, Brookline Ambulance Service/Emergency Management

**Absent:
Darrell Philpot, Board of Selectmen Representative
Chris Adams, Finance Committee Representative**

Paul called the meeting to order at 7:10 PM.

Ann moved to approve the minutes of the August 30, 2011 Capital Improvements Committee meeting as amended. **Alan** Seconded. Vote yes 3-0.

Alan reported that previous versions of the CIP had been were missing were posted on the Town web site, however some of the links are broken. **Alan** will continue to work with the Cable/Web Committee to resolve.

Public Hearing

Brookline Ambulance Service

Wes presented two capital projects for the Brookline Ambulance Service:

- 1) Replacement ambulance. Both current ambulances are doing well so the replacement of the oldest has been moved out from 2013 to 2014 to start the capital reserve fund. **Wes** talked with the vendor from whom the last ambulance was purchased and was told that \$180,000 was still a good price. The 3rd year of cap reserve fund will depend on final price negotiated. The choice of a replacement model is dependent on what Ford will do. Another unknown is what the future state requirements for equipment will be. The new ambulance will actually replace the 2005 vehicle; the 2009 then becomes secondary ambulance. When

the 2009 was bought we were able to trade in the old ambulance to the vendor; Wes will try to do the same thing with this replacement since it is easier than trying to sell it on our own. **Paul** asked if this would be a custom build. **Wes** said that things are pretty standard with other states. There are 3 classes of ambulance with different body configurations; Brookline uses a class 1 style.

- 2) Replacement town vehicle. The Town just purchased a used 2005 Durango in 2010 from Two Dave's. It was in a front-end accident and purchased at auction and fixed up by Dave. **Wes** said that he has had good luck so far, but adding 5000 to 6000 miles per year will likely mean that by 2015 maintenance costs will start increasing. The vehicle is not taken home but driven to Nashua, Concord, etc to pick up supplies and to go to meetings; it is also used as the Emergency Management vehicle. The Vehicle has no special gear other than what is moved from previous vehicle (lights, radio, etc.)... Dave provided an estimate that \$17,500 would be a likely price for a comparable used vehicle in 2015. This would be presented as a warrant article for whole amount rather than using a capital reserve fund. The operating costs are shared between the Ambulance and EMS budgets.

Emergency Management

Wes said that there is no CIP submission for Emergency Management this year.

Conservation Commission

Paul stated that there was no submission for the Conservation Commission this year.

Cemetery

Paul stated that there was no submission for the Cemetery this year.

Highway Department

No representative from the Highway Department was present however the department submission was noted:

- 1) Upgrade dirt roads (\$60,000 each year). This is typical of recent submissions as the Highway Department has been working to pave dirt roads in order to reduce long term maintenance costs and increase durability. North Mason road is currently in process; once completed, the next candidate is likely Hood Road.
- 2) Bond Street Bridge. This project is on hold.

Ann said at the last Board of Selectmen meeting they were filling out their CIP forms and the subject of an eventual Dept. of Public Works was raised. **Ann** said that it should show up in the Highway Dept submission and could be funded through a cap reserve fund. **Alan** said a DPW was in the 2007-2012 CIP and the consensus at the time was that the status quo was the best value for the Town. **Paul** asked about starting a capital reserve fund now to start saving but we

should be careful of what happens if the Town decides not to do the project. **Alan** said that this could possibly be considered as being driven by growth so it might be a candidate for an impact fee. Since a DPW was not part of the Highway Dept. submission **Paul** will send a message asking for information.

Hollis/Brookline Co-Op

No representative from the Hollis/Brookline Co-Op was present however the department submission was noted:

- 1) Resurface and Expand Paved Areas at the high school. \$40,000 will be requested in 2013. This is the total amount for the project and does not take apportionment into account.
- 2) Installation of Well #4. This is to increase the amount of water available at the high school. A warrant article for \$47,800 will be submitted as a warrant article for 2012 district meeting. This is the total amount for the project and does not take apportionment into account.

Paul said the following departments have yet to submit documentation: Police, Board of Selectmen, Fire Dept, and Recreation Commission. An email was sent by the Brookline School Department but because of a timing issue a formal submission hasn't been made. The email states that there are some major projects but details won't be available until after the school board meeting on 9/27. More details will be given for the next CIP meeting on 10/4.

Paul will reach out to those departments who have yet to submit.

Alan moved to adjourn at 8:35 PM. Seconded by Ann. Vote yes 3-0.

Paul Anderson, Planning Board, Chair _____

Alan Rosenberg, Planning Board, Secretary _____

Ann Somers, Facilities Study Committee Representative _____

Minutes submitted by Alan Rosenberg.