

1 **Enfield Capital Improvement Program Committee – Meeting Minutes**
2 **ZOOM ONLINE MEETING PLATFORM**
3 **November 12th, 2020**

4
5 **COMMITTEE MEMBERS PRESENT:** Eric Crate, Keith Thomas, Holly West, Dan Kiley

6
7 **COMMITTEE MEMBERS ABSENT:** Sam Eaton and Ed McLaughlin

8
9 **STAFF PRESENT:** Ryan Aylesworth-Town Manager

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11 **I. CALL MEETING TO ORDER**

12 Town Manager Aylesworth called the virtual ZOOM meeting to order at 7:00 p.m. He
13 took a “roll call” of members present for attendance. Town Manager Aylesworth
14 reviewed the meeting procedures for remote meetings and NH RSA 91-A “Right to
15 Know” requirements.

16
17 **II. REVIEW AND APPROVE MEETING MINUTES: November 4th, 2020**

18
19 ***Ms. West MOVED to approve the November 4th, 2020 Minutes as presented.***
20 ***Seconded by Mr. Kiley.***

21
22 Amendments:

23
24 Page 1, 2nd Line, Remove the extra “E” from “Eric”

25 Page 1, Last Paragraph, Change “than” to “then”

26 Page 2, 6th Paragraph, Remove the extra “then”

27 Page 2, 6th Paragraph, Mr. Thomas wanted to add that before Engine 3 could be moved, the
28 space that it would be moved to would need to be looked at to see how it will fit.

29
30 ***Mr. Kiley MOVED to approve the November 4th, 2020 Minutes as presented and***
31 ***amended.***

32 ***Seconded by Ms. West.***

33
34 **Roll Call Vote:**

35 **Eric Crate, Dan Kiley, Keith Thomas, and Holly West all voting Yea.**

36 **None voted Nay.**

37
38 **** The Vote on the MOTION was approved (4-0).***

39
40 **III. Debrief of Previous Information Discussed:** Mr. Thomas asked if the Route 4 cross
41 walk upgrade and the Oak Hill Village sidewalk project were the same? Mr. Aylesworth said

42 the sidewalks in the Village were approved for 2020. The crosswalks on Route 4 need proper
43 signals put in.

44

45 Mr. Crate asked if the Oak Hill Road Bridge project was located near the dam? Mr. Aylesworth
46 said the project was where the Oak Hill Road meets Grafton Pond Road, not near the dam. It is a
47 culvert now, but when the project is done, it will become a wooden bridge. Mr. Aylesworth said
48 the projection for the net addition to the CIP was \$90,000.00 in 2021. He explained that the
49 Town was reimbursed \$45,000.00 from the CARES Act Fund and that would be put back into
50 the CIP Fund.

51

52 Mr. Crate said he understood that no one knew what the future may bring, but he did not feel
53 comfortable with the new fire engine purchase this year. He felt this mainly because of the new
54 upcoming changes with the Town Manager and the Fire Chief in the Spring and not knowing
55 what was going to happen with Covid-19. He would like to apply for the grant for the new Fire
56 Engine again, though. He was OK with replacing Fire Car 1 if it could be proved that it really
57 needed to be replaced.

58

59 Mr. Kiley said he agreed with what Mr. Crate said and felt that the Town really needed to apply
60 for the grant for the new fire engine, especially with it being a Covid year. Ms. West said
61 putting in for the grant was good but was worried about tax payments coming in on time and
62 being financial responsible for a new fire truck. Mr. Aylesworth wanted to remind everyone that
63 even if the money were approved at Town Meeting the Select board could look at the financial
64 health of the Town and decide not to go forward with the purchase of the new Fire Engine, it was
65 within their discretion. Everyone agreed that the Town should apply for the grant again.

66

67 Mr. Thomas said he felt that the DPW budget items were high and added with the fire engine
68 became a big deal. Mr. Aylesworth said he felt the DPW building project was essential. He felt
69 that it was well overdue. He said he believed that Mr. Taylor would prefer to have the dump
70 truck replaced before the 1-ton truck if he had to make a choice.

71

72 Ms. West agreed with that. She felt that deferring the dump truck purchase could end up costing
73 more than purchasing it this year. Mr. Kiley asked if the dump truck was deferred from last year
74 and the answer was yes, it was deferred.

75

76 Mr. Aylesworth asked how the Committee felt about the furnace replacement for Union Street?
77 Mr. Crate said he felt that the furnace needed to be replaced, that it needed to be maintained and
78 the Town should not wait for a new building to be built. Ms. West thought they should have a
79 mechanical contractor come in to look at it to make a recommendation. Mr. Kiley agreed with
80 that.

81

82 Mr. Aylesworth asked if the Committee was comfortable rolling the 3 smaller items for DPW
83 from 2020 into 2021? He asked them if they were comfortable with the compactor replacement?
84 They all said that they were. He asked if they were good with replacing the 6 SCBAs (air packs)
85 for the ambulance crew? The Committee said they were.

86

87 Mr. Aylesworth asked how the Committee felt about two new DPW truck replacements for this
88 year. Mr. Thomas said he felt that if need be, holding off the replacement of Truck 200 would
89 help the budget. Mr. Crate asked what holding off the replacement would do to the following
90 year's budget? Mr. Crate felt that both trucks should be replaced this year. Ms. West agreed
91 with Mr. Crate. Mr. Kiley agreed to replace both trucks for DPW. Ms. West asked if the
92 concern with buying these new vehicles was about financing, could the Town switch a vehicle
93 purchase to a cash purchase. Mr. Aylesworth said he thought that could be done.

94

95 Mr. Aylesworth asked how the Committee felt about the Community building and Pavilion roof
96 replacement. Ms. West said that she thought pushing it out too far would cost the Town more
97 money in the end. Mr. Thomas hopes that they will replace the roof with steel instead of asphalt.

98

99 Mr. Crate asked about the SCBAs being purchased for the Fire Department? Do they all need to
100 be replaced at once or could they be spaced out over time? Mr. Aylesworth said he thought that
101 made sense and could possibly happen. He would double check with the Fire Chief about doing
102 that.

103

104 Mr. Aylesworth asked if anyone on the Committee had any issues with the Police cruiser
105 replacement. The Committee said no. Mr. Thomas asked if the car being a hybrid added years
106 to the use of the vehicle? Mr. Aylesworth was not sure about that.

107

108 The Committee continued budgeting discussions. The Capital Improvement Committee
109 expressed their appreciation to Mr. Aylesworth for the work he has done for the Committee and
110 the Town of Enfield.

111

112 **IV. ADJOURNMENT:**

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114 *The meeting adjourned at 8:21 PM.*

115

116 Respectfully submitted,

117 Barbara Higgins

118 Recording Secretary

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