

**TOWN OF ENFIELD  
CAPITAL IMPROVEMENT COMMITTEE**

**MEETING MINUTES OF DECEMBER 11, 2018**

**Present:** Ryan Aylesworth (Town Manager), Dan Kiley, Ed McLaughlin, Dominic Albanese, Keith Thomas, Kate Stewart, Bob Cusick, Sam Eaton, Roy Holland (Police Chief)

**Excused:** Holly West

The meeting was called to order at 6:00 PM.

Meeting began with approval of the November 26 meeting minutes. Motion to approve made by Mr. Cusick. Motion seconded by Mr. Thomas. Approved unanimously with one abstention (Mr. Albanese did not attend the meeting of November 26).

The next order of business was additional review of funding requests made in 2019. The discussion focused on Chief Holland's proposed new approach for replacing cruisers. At the last CIP meeting Chief Holland indicated that, based on preliminary cost comparisons he has completed, it would be more cost-effective in the long-run for the Town to transition to operating a larger fleet of vehicles (7 as opposed to 5) because each vehicle would be in service for more years (6-7 years as opposed to the current 4-year replacement schedule) and vehicle maintenance expenses would be no more than they are at present. Over the course of the past two weeks Chief Holland and the Town Manager had an opportunity to complete additional examination of this option, and Chief Holland is now formally recommending that the CIP Committee endorse this approach. Chief Holland provided a revised cost projection related to cruiser replacement over the next 12 budget years (2019-2029). The analysis compared aggregate replacement costs of the current approach (maintaining five cruisers and replacing them every four years) vs. replacing maintaining seven cruisers and replacing them every six years. With respect to the seven-cruiser approach, Chief Holland also provided cost estimates for both conventional and hybrid vehicles. The aggregate replacement costs estimated over the 12-year period were as follows:

- 5-Cruiser: \$591,000
- 7-Cruiser (Conventional): \$520,602
- 7-Cruiser (Hybrid): \$572,820

Chief Holland went on to say that using cruisers with hybrid engines would save \$X in fuel over the course of \$Y years. As such, hybrid vehicles would appear to be the most cost-effective option. However, Chief Holland explained that the current hybrids represent the first year of the "second generation" of hybrids, and there is a chance that there could still be some bugs to be worked out. There was group consensus that the fuel cost savings associated with the hybrids was not sufficiently compelling at this time to warrant making the transition to hybrid engine cruisers and potentially experiencing issues with vehicle performance. Chief Holland explained that one of the primary benefits of going with seven cruisers is that assigning a vehicle to a specific officer reduces stress on the vehicle because the vehicle is not exposed to multiple driving styles. Chief Holland answered questions posed by Committee members regarding anticipated vehicle maintenance costs associated with operating seven cruisers as opposed to only five. Chief Holland explained that he anticipates no increase in maintenance costs (i.e., although more cars will need oil changes, each individual car will not need one as frequently) and that there could possibly even be a maintenance cost savings by going to seven vehicles given that the vehicle miles (and engine hours) of each vehicle would be lower. Although there would be additional expenses associated with winter tires, these tires should last more years due to reduced mileage. Chief Holland also pointed out that it's his belief that the warranty mileage on the cruisers would not run out until approximately Year 6, whereas new cruisers routinely hit their warranty mileage after two years now. The Committee expressed support for the proposal made by the Town Manager and Police Chief to transition to a seven-cruiser fleet beginning in 2019.

The next order of business was a review of a cash flow document that Mr. Aylesworth had assembled to reflect the financial impact should all items requested by the operating departments be funded. The table showed that, if all the requested items were approved and funded, the result would be annual debt service in 2020 in the amount of approximately \$390,000, which is nearly a 100% increase over the projected 2019 debt service of roughly \$205,000. The largest cost factor driving such a significant increase was the \$550,000 requested by the Fire Department to replace Engine 4. It was clear after a cursory examination of the document and further explanation by Mr. Aylesworth that it will not be financially practicable to fund all of the requests made by departments in 2019. Discussion ensued regarding what items the CIP Committee would ultimately recommend for funding in 2019. The conversation resulted in a tentative decision to recommend the following items for funding in 2019 (it should be noted that several of these items – Crystal Lake Road Improvements, Huse Park Basketball Court, and Community Building Security/Locks – were approved at the 2018 Town Meeting and are simply being carried forward with the intention of having the work completed in 2019):

	<b>Cash</b>	<b>Financed</b>	
PD Base Radio System	5,000.00		
PD Building Renovations	11,000.00		
Crystal Lake Road		58,000.00	*Combined 7-yr bank note
Huse Park Basketball Court		15,000.00	*Combined 7-yr bank note
Police Cruisers (5)		200,000.00	6-year lease period
Cat Grader Overhaul	35,000.00	0.00	
DPW Pickup (Highway Super Truck)		30,000.00	7-year lease period
Ford 550 (with plow/wing/sander)		95,000.00	7-year lease period
TS Zero-sort Compactor	20,000.00		
George Hill Road Reconstruction		250,000.00	**15-year bank note
Whitney Hall Parking			[DEFERRED]
CB Security/Locks		3,000.00	*Combined 7-yr bank note
Depot Street Station (Various Improvements)	10,000.00		
FD Support Vehicle (Car 1) Replacement	40,000.00		
Firefighter Air Cylinders	30,000.00		

The items proposed for financing would likely have a combined debt service impact closer to \$100,000.

The next meeting of the CIP Committee was scheduled for January 14 (Monday) beginning at 6:00 PM at the Public Works Facility.

Meeting adjourned at 8:05 PM.