

**Town of Milford
2015 – 2020 Capital Improvements Plan Citizens' Advisory Committee
Meeting Minutes of Wednesday, June 18, 2014**

Present: Paul Dargie, School Board Representative
Matt Lydon, Budget Advisory Committee Alternate
Judy Plant, Planning Board
Gil Archambault, Citizen-at-large
Rose Evans, Citizen-at-large
Tim Finan, Citizen-at-large (joined the meeting at 6:35)
Bill Parker, Community Development Director
Jodie Levandowski, Town Planner

Excused: Joe Oneail, Citizen-at-Large
Steve Duncanson, Planning Board

Guests: Rick Riendeau, Public Works Director

Business: The meeting was called to order by Chairman Paul Dargie at 6:30 p.m.
Matt Lydon made a motion to approve the June 4 minutes with amendments. Seconded by
Rose Evans

Project: Bridge Fund
Total Cost: \$8,470,000.00
Year Required: 2015

Rick Riendeau, Public Works Director, stated a consulting firm was brought in (Hoyle and Tanner) to complete an assessment of all the bridges in Town and gave us an idea of whereabouts we are. A visual inspection was completed and along with information from the state the firm created a 10 year plan for bridge expansion and what that would cost over 10 years. R. Riendeau stated the Town currently has ten bridges. Six bridges need to be totally replaced and three can be rebuilt. The State currently inspects bridges every 2 years.

R. Riendeau presented a list of all 18 bridges in Milford and added that each bridge has a cost estimate and a time element. R. Riendeau stated that the consultant prioritized the bridges by their condition and that the Town has not gone in and prioritized them by their need yet. R. Evens asked about bridge number 2 on the list and if the plan was to close it. R. Riendeau stated yes and that this will bring the overall cost down to 7.5 million.

Discussion arose on how long a bridge will last relative to the bonding period. R. Riendeau stated he wanted the Committee to look at bridges and understand that the road condition list will be coming to them in late July. R. Riendeau reiterated that this number is worst case scenario to replace all bridges in Town. This doesn't take into consideration looking at a different type of bridge construction, just reconstruction of existing conditions and that the consultants had a list of short term and long term recommendations. G. Archambault asked Rick if he would classify a culvert as a bridge. R. Riendeau stated the state does and the ones that were put in are classified as a bridge.

R. Evans stated that the Town appropriated 250,000 into the bridge cap fund and asked how much of the engineering cost for this analysis came out of that fund. R. Riendeau stated the funds came out of the DPW

budget and cost about 8,000. R. Evans asked if the 250,000 was still sitting in the fund. R. Riendeau responded yes.

R. Riendeau added that he had the full 44 page report and list of recommendations and can get the Committee copies of this if they would like. R. Evens stated she would be interested in getting a copy of the recommendation plan.

Lengthy discussion on the prioritizing of bridges in Town.

P. Dargie asked if there were any other questions and comments on bridges. R. Riendeau stated that the Savage Road Bridge could be pushed off because it has less traffic then others and I have concerns with the Mason Road Bridge because that's a major school bus route. P. Dargie stated one of the main things we're worried about is cash flow. We don't care if its bridge A or B it's just cash flow. There being nothing else on bridges the committee moved on.

Project: Roadway Improvement Fund
Total Cost: \$ -
Year Required: 2015

R. Riendeau stated that roadway improvements have not been reviewed with the Town Administrator, Guy Scaife at this time but wanted to put that in as a place holder. P. Dargie asked if this going to be a set amount each year you would like. R. Riendeau stated based on the new software (Cartograph) we have we can do a lot of manipulation to see where the amount falls. P. Dargie asked if Rick had an idea when you will have that information to the committee. R. Riendeau stated it will be in mid-July and will be a road condition report and then with the software we can establish a rating that we consider acceptable to the town and we can put that in the software and it will give us a cost.

Project: 8 CY 36,000 Dump Truck w/ Plow/Sanders/Wet System
Total Cost: \$185,000
Year Required: 2015

R. Riendeau stated the 8 cubic yard dump truck will be 15 years old next year and we will be looking to replace that one in 2015. R. Riendeau stated we currently have 15 years on vehicles and I think we should change that to 10. Replacing some of the mechanical components in the vehicles later years is expensive. We have a problem with the oil tanks and fuel tanks rusting out. Salt eats away at the coatings on the hydraulic hoses as well.

Lengthy discussion on dump truck repairs.

R. Riendeau stated the Town can't afford a full time mechanic to keep up on the maintenance of these vehicles each year. Software is always changing and we don't always buy the same brands. If we get it down to 10 years we can get rid of them before they start having any major problems. R. Evens asked, in regards to the newer vehicles, do you think they still have a 10 year life. I ask because of the new fire trucks and they have a longer life because of the materials they are made of. R. Riendeau stated I don't see that now but I know other communities are trying to get the years down. I know Bedford has a 7 year window. We have 8 trucks and that's not a big fleet but it is a good size. G. Archambault asked if there has been any talk about a capitol reserve for the continued maintenance of each vehicle. It might be a good idea. R. Riendeau believed there was a discussion on that last year. P. Dargie and R. Evans are not in favor of that type of plan and added that Interest rates are so low right now it doesn't make sense.

Discussion on the revised spread sheet for DPW trucks. R. Riendeau stated he will get harder numbers to the Committee next month.

Project: Sidewalk Tractor with Plow, Dump Body and Sander
Total Cost: \$150,000
Year Required: 2015

R. Riendeau stated that the sidewalk plow has been moved up because of the issues we had last winter. Some discussion ensued on the condition of the sidewalks this past winter. The committee had no questions on the sidewalk plow and quickly moved on.

Project: 3 CY Loader
Total Cost: \$145,000
Year Required: 2016

R. Riendeau stated the 3 cubic yard loader is coming up on 20 years and as many of you know we have 2 loaders down at DPW and most of the time they get used quite a bit in the winter months. Both of these loaders get used a lot all year long. This particular one is showing the wear over the last 20 years. The other loader was pushed out because it's in better shape. R. Riendeau stated the amount should be changed from 135,000 to 145,000. P. Dargie clarified with Rick that the 3 CY loader was for 2016. R. Riendeau stated yes and we will need to refine some numbers as we get closer.

R. Evans asked when you put projects out do you anticipate what the cost will be so many years from now or is that the price today. P. Dargie said there is a big window on the numbers for projects you have on the out. R. Riendeau stated I was trying to be in the ball park and use these as a place holder until I can get better information. P. Dargie stated in terms of things that are going on the warrant for this year we have the Tractor plow sidewalk and loader.

P. Dargie stated one thing we're going to do is we're going to rank order these two items. So if you want to give us some help on that that would be great, if you don't we can do it for you. R. Riendeau stated I would say the dump truck is number 1 and the sidewalk plow number 2.

Brief discussion came up on ranking scales and keeping bridge ranking separate from equipment ranking.

P. Dargie asked are there things you wish you had but based on the fiscal realities you're not asking for it. R. Riendeau stated there is a ton of equipment that we need. P. Dargie asked how much do you spend on extra stuff each year. R. Riendeau stated depending on how things are going with the budget. Roughly 30,000-50,000 but I also have to prioritize what to get. R. Riendeau added that DPW will need a new dump truck every 2 years. Discussion ensued on the rotation of dump trucks.

Project: Other (Solid waste Improvements)
Total Cost: \$ -
Year Required: -

P. Dargie asked about solid waste improvements and what did DPW have in mind for that? R. Riendeau stated that was a project that was stated before I came on. B. Parker added that all started back when the town was looking at curbside and then they realized they weren't going to do that so why not hold it aside for the transfer station. P. Dargie should we put this money on the horizon. R. Evens stated she would like more

information on this item. B. Parker added that we should not put a dollar amount with it because cost can significantly jump up.

P. Dargie asked if there were any additional items or information DPW would like to talk about. R. Riendeau indicated no, and as hard numbers come in I will pass them along to Staff. G. Archambault added since DPW has the biggest budget in town I think we should schedule them for a second meeting at the end of the review to give Rick more time to gather his additional materials. P. Dargie stated that the Committee purposely asked Rick to come early so in case we had questions he can get the information to us and come back. R. Evens stated for the purpose of planning, we have sufficient information to start the process.

Schedule next meeting and department head presentations: Discussion on scheduling dates. B. Parker went over the upcoming meetings. July 30th will be the library and fire department. July 16th will be ambulance and recreation, July 2nd will likely be Water Utilities and we're waiting to hear from the Director, Dave Boucher for confirmation.

Other Business: P. Dargie asked B. Parker about the comparable debt analysis. B. Parker stated that Jack Sheehy, Finance Director is getting that information and that it is not easy information to develop.

P. Dargie passed around a rough draft of the updated spread sheet and added that he will need some information from Jack Kelly, Fire Chief to add to the spread sheet.

Discussion came up on water source and drilling a new well in Town. A lengthy discussion ensued on water usage on the west end of town.

The meeting was adjourned at 7:55 p.m.