

Town of Tuftonboro

Capital Improvements Program Committee

Meeting October 25, 2023, at the Town Library

Final: Approved Nov. 8, 2023

The meeting was called to order by the Chair at 6:31 PM. Members present: Jill Cromwell, Chair, Dave Carle, Tim Galvin, Gary Chehames, and Thomas Young. Members absent: Chip Albee, Carol Bush, and Barbara Maidhof. A quorum was determined.

The minutes of the October 18, 2023 were moved (Galvin), seconded (Carle) and approved.

Chief Shagoury arrived to present the Police projects. However, he stated that the Police Building was being done by the Selectmen, and that he had nothing to add on that subject. It was noted that the grant received for part of the cost of the building has a time limit for completion, and the town could be in danger of nearing that limit and losing the grant (\$350,000).

The Chief and David Carle had worked together to develop a Police Vehicle Reserve Fund, based on a cycle each vehicle being replaced every 8 years. A breakdown of the proposed Fund, showing the reserves that would need to be added to the fund in certain years, is attached. The current vehicles the Department has with approximate miles driven are: 2016 Explorer (108,000), 2017 Tahoe (70,000), 2020 Tahoe (30,000), 2022 Tahoe (6,000), and a 2023 Tahoe (200, but waiting for equipment before it can be used).

Body cameras are requested for 2024 and would be on a 5-year replacement cycle. At present, the Chief prefers body cameras to cruiser-mounted cameras because the law for cruiser cameras is presently vaguely written. The law for body cameras is more clear. He does not propose new cruiser cameras as the present ones are retired.

The Chief gives priority to new Tasers (conducted energy weapons) over body cameras, and they are also proposed for 2024 with a 5-year replacement cycle that would keep them under warranty. The chief also noted that the amounts used on CIP Chart should be increased by 10% for body cameras and tasers for anticipated price increases. There was a discussion that, given their individual cost, perhaps tasers and body cameras should both be included in the budget and not be considered capital improvements.

Finally, mobile data terminals are being replaced as the vehicles they are in are replaced, starting in 2025. However, the costs provided seem incorrect (too high), and the Chief will provide revised costs.

Next on the agenda was a presentation of their projects by the Selectmen, but no one appeared to make the presentation and no projects have been submitted.

The next meetings will be on 11/8 and 11/15, each at 6:30 PM at the Library. It should be noted again that Draft 5 of the "Capital Projects and Expenses Recommended by the Capital Improvements Committee" is a draft and may change moving forward.

There being no Other Business or Public Input, the meeting was adjourned at 8:00 PM.

Respectfully submitted,

Thomas Young, Secretary

Tuftonboro Police Department Vehicle Reserve Fund

YEAR	Reserve Input	Reserve Available	Vehicle Purchase	Reserve Left Over
2023		\$1,500.00		
2024	\$123,500.00	\$125,000.00	-\$84,000.00	\$41,000.00
2025	\$50,000.00	\$91,000.00	-\$87,000.00	\$4,000.00
2026	\$50,000.00	\$54,000.00		
2027	\$50,000.00	\$104,000.00		
2028	\$50,000.00	\$154,000.00	-\$90,000.00	\$64,000.00
2029	\$50,000.00	\$114,000.00		
2030	\$50,000.00	\$164,000.00	-\$90,000.00	\$74,000.00
2031	\$75,000.00	\$124,000.00	-\$92,000.00	\$32,000.00
2032	\$75,000.00	\$107,000.00	-\$92,000.00	\$15,000.00
2033	\$75,000.00	\$90,000.00	-\$93,000.00	-\$3,000.00

10/24/23

CAPITAL PROJECTS AND EXPENSES RECOMMENDED BY THE CAPITAL IMPROVEMENTS PROGRAM COMMITTEE

Department/Projects*	2023	Warrants Proposed	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Addl.	Total	Comments	Financing Comments
Board of Selectmen																
Paving and Improvements on Major Town Roads	400	450	470	494	519	545	572	600	630	662	695	730		5917	Assumes 5% increase per year	
Neighborhood Roads	100	150	158	165	174	183	192	202	212	223	234	246		1989	Assumes 5% increase per year	
Solar	270	30														
Fire Suppression System in Town Office File Rooms	0	52	140	140										280	Very rough cost estimate	
Lake Road Culvert Wall and Dredging					140									140	Very rough cost estimate	
Melvin Wharf																
Cemetery Trustees														30		Utilize \$10K in existing Trust Funds
Vital Rehab of Small Cemeteries				10	10	10										
Code Officer														35	Existing vehicle 8 years old in 2026	
Code Enforcement Vehicle					35											
Emergency Management																
Generator at Melvin Village Fire Station	0	14					92							92	Replaces the 2001 generator which powers a water pump and siren.	
Mobile Generator																
Fire/Rescue														550	Replace existing, 15 years old in 2032	Start Cap Reserve in 2029
Ambulance 1 Capital Reserve														375	Add vehicle, keep old as back-up, growth of town and calls	Start Cap Reserve in 2025 for three years
Ambulance 2				125	125	125								215	Existing craft 20 years old in 2025	
Boat 2/Air Boat				215											Existing vehicle 12 years old in 2023	
Car 1	100	125													Use for Engine 1	
Fire Apparatus Capital Reserve		50														
Engine 1 Capital Reserve	100	0	50	138	138	138	138	138	138	138	138	138		1154	Existing vehicle 20 years old in 2032	Start Cap Reserve started in 2023 with \$50K.
Engine 2 Capital Reserve								100	100	100	100	100	800	1300	Existing vehicle 20 years old in 2038	Start Cap Reserve 10 years out
Engine 4 (Lease Purchase)			281	281	281	281	281							1405	Existing vehicle 20 years old in 2025	Need to order 2 to 3 years in advance
Mobile Radios											108			108	Replace existing in 15 years	
Rescue 1										550				550	Existing vehicle ??	
SCBA Compressor and Fill Station				100										100	Existing 20 years old in 2025	At least \$15,000 remain in SCBA CR
Utility/Forestry 1			250											250	Existing vehicle 15 years old in 2023	
Utility 2						150								150	Replace existing vehicle	
Highway Department																
Highway Garage Heating System Upgrade	22	0	22											22	To be included in Building Extension Project	Delete
Highway Garage Building Extension			225											225		
Highway Garage Upper Pavement				40												
Tufonborg Neck Bridge Replacement											184			184	Net Impact of \$935K project	80% reimbursed from state bridge fund**
Parks & Recreation																
Bike Trail			69												Kid focused, to include small skills park	Dntrs-\$11,854 so far. Will raise more.
Right-of-ways to Central Park			25													Grading, first coat, lines yr 1. Second coat yr 2.
Parking lot at 19 Mile Bay Beach			40	15												Grants possible. Also 5yr prnt plan
Police Department																Also 5yr prnt plan
Bodyworn Cameras			34					35						69	Add staff required to administer.	
Conducted Energy Weapons			23					25							Replace existing, learn which are over 5 yrs old and in budget.	
Mobile Data Terminals				25	28				31	34					In each new vehicle	
Police Vehicle Expendable Trust Fund	50	50	124	50	50	50	50	50	50	50	75	75	75	749	Replacement schedule every 8 years	Expendable Trust established in 2022
Public Safety Facilities																
Fire Station	173	173	169	165	161	156								997	Approved in 2012 (\$2,553,073)	15 year loan, matures in 2027
Fire Station Renovations											300			300	Very rough cost estimate	Consider Cap Reserve or Financing
Police Building			650											2400	Additional funds needed	\$1.4 million in reserve; \$350K grant
Solid Waste Department (Transfer Station)																
Compactor #2 Replacement	36	36												72	Current one is over 15 years old	
Compactor Building replacement windows & heat				40												
Container Concrete barrier wall reconstruction						200										
Transfer Station Equipment Capital Reserve Fund		50						40								
Transfer Station Roof																
Truck Scales			123													
Wheel Loader	179	0	179											358		Lease Purchase suggested by Dept.
TOTAL PROJECT EXPENSE	1430	1180	2782	2153	1761	1838	1325	1190	1711	1782	1834	1151				Total Project Expenses (Tax Burden)
Year	2023		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033				

** State bridge funding was cut from State Budget for 2019 & 2020. Future funding unknown.

*All project numbers are \$,000s