

# Capital Improvement Program (CIP) Committee Meeting

## Town of Temple

Meeting Minutes -- Approved

October 13, 2021

**Attendees:** Gail Cromwell (Chair), Gary Scholl, Ivy Bibler, Andy Paul, Tim Fiske

The meeting was called to order at 5:02 p.m.

The first order of business was the reappointment of members Gail Cromwell and Tim Fiske, moved by Scholl and seconded by Bibler, voted affirmative (unanimous).

The committee turned to election of officers, nominating Cromwell as committee chair and Paul as secretary, moved by Fiske and seconded by Bibler, voted affirmative (unanimous).

### Draft CIP spreadsheet review

The committee reviewed a draft CIP spreadsheet produced by Scholl. Scholl noted that the Town's cash on hand is not yet finalized, as the total cost of the West Road paving project is not yet in and there is uncertainty regarding the permitted uses of \$74,000 received by the Town through the American Rescue Plan Act.

The committee discussed two changes to scheduled replacements, including moving the Town Office copier machine replacement to 2023 and removing the planned purchase in 2027 of a new rescue truck (total anticipated cost over 4 years: \$158,796). Fiske explained that TVFD Chief George Clark has been able to secure a government surplus truck.

The committee discussed keeping the replacement of the Highway Department's 2006 six-wheel dump truck in 2022, as planned (total anticipated cost over 3 years: \$188,172). Fiske noted that wait times for heavy equipment are long due to pandemic shortages and delivery may not be possible before 2023.

Fiske also advised the committee that the Highway Department brush chipper has finally died, requiring replacement. This had been on the schedule for replacement but removed last year to make room for other priorities. Fiske noted that a used chipper might be acquired for around \$20,000. The committee took this under advisement and will consider a plan for replacement.

### CIP Questionnaire

The committee reviewed the CIP Questionnaire for distribution to Town department heads and committees, asking members to review the text and make any required edits. Paul urged the committee to submit the Questionnaire to department heads soon to ensure prompt replies.

### CIP meeting schedule

Cromwell reviewed the upcoming schedule of meetings with departments, including joint meetings with the Budget Advisory Committee (BAC) October 27 @ 4pm (Highway, Cemetery, ConComm) and November 10 @ 6p.m. (Fire Dept, Animal Control, Library, Rec Dept). The BAC will also meet December 8 @ 10am to review misc. departments.

### Warrant articles

Cromwell brought up the writing of warrant articles for capital improvement expenditures. It was noted that the committee's draft language for the West Road paving project request was changed in the final warrant voted on at Town Meeting in June 2021.

The meeting was adjourned at 5:32 p.m.