

FINAL MINUTES
OCTOBER 1, 2012
CAPITAL IMPROVEMENT COMMITTEE
TEMPLE, NEW HAMPSHIRE

Members Present: C Kieley, G Cromwell, G. Willard MB Ayvazian, B West, T Petro and C Eddy

Guests: J Kieley, M Darnell, D Harling

Call to order:

Approval of Sept. 10, 2012 minutes; Motion to approve with corrections by G Cromwell, second by T Petro.

Approval of Sept. 17, 2012 Minutes; motion to approve with corrections and attachment of bridge list by C Eddy, second by T Petro.

G Cromwell asked for clarification on bridge repair costs. It was suggested that Tim be asked to come in and discuss cost estimates with the committee. C Kieley said she would contact him.

TOWN GOVERNMENT:

The committee received a request for a new copier for the office. The present copier is seven and a half years old and near the end of its estimated life span. It is becoming more difficult to obtain parts, the glass is scratched and has already been turned twice. A new glass is no longer available. The present maintenance agreement is \$780 per year, but is expected to increase. The estimated replacement cost is \$8,000. D. Harling will get other quotes.

Other discussion concerning the copier included: the amount of usage, the price of toner (\$150. per year), and rather a new copier should be included in the budget or in the CIP. J. Kieley suggested it should be in the CIP, for next year.

OTHER TOWN GOVERNMENT DISCUSSION:

Painting the Town Hall in 2015, John and Tedd will look at the exterior.

G. Cromwell asked about refinancing the Skladany land. J Kieley told the committee the savings would not be substantial enough. The town has three more years of payments.

Two payments are scheduled to be made on the grader this year provided the town has enough cash available. The final grader payment will be made in 2013, provided the town is able to make dual payments this year.

Discussion on future vision for the town municipal building. T. Petro mentioned that with the decline in population it would not be a priority.

M. Darnell spoke about the town computers. The computers are not included in the CIP, because the cost is insufficient. The present computers are approximately 5 years old and should be in a 7 years life cycle. The estimated current cost for a desk top is \$600 and lap tops are around \$700.

T. Petro asked for clarification on the total amount of request the CIP has received this year.

Moved by MB Ayvazian to adjourn at 7:58, second by C. Kieley

Respectfully submitted,
Charlene Eddy

Next Meeting October 15, 2

TOWN OF TEMPLE
CAPITAL IMPROVEMENTS PROGRAM FOR 2013-2022
CAPITAL PROJECT QUESTIONNAIRE

Instructions and General Requirements: Capital Projects are defined as those costing \$5,000 or more / with a projected lifespan of 5 years or more. **Entities requesting capital expenditures from the Town of Temple bear the responsibility of providing updated, reliable cost estimates and other critical information concerning their project proposals.** A department's failure to provide this information may cause its project submission to be determined ineligible by the Capital Improvements Committee. In order to be considered eligible, all proposals must be accompanied by the required answers to all inquiries made below. Incomplete responses or omissions of responses may cause projects to be excluded from the Capital Improvements Plan. If possible please send electronically to:

Clamor2248@aol.com.

1. Department:

Town Government

2. Department Head(s):

3. Project:

Replace Konica-Minolta Copier

4. Identify the year(s) in which you expect this project to be undertaken.

X 2013 ☐ 2014 ☐ 2015 ☐ 2016 ☐ 2017 ☐ 2018 ☐ 2019 X 2020

Estimated total cost of project in 2012 dollars:

Estimated \$8,000.00 – quote received for \$7400.00.

6. Indicate how you expect this project to be funded. Provide additional detail as appropriate (e.g., matching funds required for a grant). Please note: The Board of Selectmen make all final funding determinations.

X Budget ☐ Capital Reserve ☐ Bond ☐ Grant ☐ Lease-to-purchase

☐ Donation ☐ Other (explain - such as off setting funds from the State for bridges)

7. If existing equipment or infrastructure is being repaired/replaced, describe its present condition (age, model year, past repairs, reliability, efficiency, etc.).

Exisxting copier was purchased in 2005 for \$6,894.00.

8. Indicate whether this project would maintain the current level of service or whether it would expand/upgrade the level of service.

X Maintain ☐ Expand/Upgrade

Explain:

To maintain the ability to make copies, including duplexing pages, and to print reports. The number of copies has increased annually as more committees request copies of items and send out bulk mailings.

9. Provide a narrative justification for this project (e.g., how it would maintain or enhance service quality, expand capacity, improve operational efficiency, promote public health and safety or satisfy legal requirements).

Current copier is 7 ½ years old. We have been informed that it is becoming more difficult to obtain parts and eventually they will not be able to obtain parts. The glass has been scratched and turned twice. The glass is no longer available. The cost of the maintenance contract also increases as the machine ages.

10. Priority Ranking

☐ Need X End of useful/reliable life ☐ Vision ☐ Safety ☐ More Research
Needed