

Public Works Sub-Committee
Minutes of the meeting Friday, October 2, 2015

In attendance: Jennifer Perry, Jay Perkins. Allan Corey, Bill Campbell

This a brief description of the topics covered. More detail will come with the final report of the sub-committee. Some discussion of small line item changes in requests will be noted in that final report.

The meeting began at 7:30 am and started with Public Works - General Fund.

Administrative & Engineering lines 0601 – xxxx.

The big topic was the discussion of the EPA Storm Water Phase II 0601 – 5446. Jennifer and Jay said that there are new proposed changes in the EPA Permitting process. The new rules were revised this past August and will be finalized sometime in the April – June period. In addition, we are behind in completing requests for the WWTP Permit particularly in the area of testing. PW wants to hit the ground running and therefore has a list of things needed to be done. The currently have contracts for \$19,000 worth of work which will be encumbered for next year, The request for \$125,000 increase for next year will be used to complete work needed for next year. Since it was hard for Allan and I to judge whether the amount \$125,000 was adequate, Jennifer will send us the consultant's report which lists tasks and costs. We will withhold are recommendation on this item until then.

Highway and Streets 0602 – xxxx.

0602 – 1210 Sal/Wages Temp. Had budgeted for an intern this year, but did not use one. However, would like to hire one next year to work on checking trees in the Town's right-of-ways.

0602-4320 Vehicle Maintenance. Request was increased because cost of repairs increasing. However, with our new fleet replacement program, we are more new items and thus perhaps there will not be a need as many repairs. This line was reduced \$5,000 back to \$45,000.

Several other line item funds which seemed not fully used, will be by the end of the year.

Snow Removal 0603 – xxxx.

Three large increases here of 0603-1300 (\$20,000), 0603-4220 (\$15,000) and 0603-4221 (\$40,000) were discussed. We are way over budget this year already in these areas and if we get a heavy snow as we did last year, the 2015 budgeted amounts will again be inadequate. We discussed putting the requested \$75,000 in to the Snow Removal Reserve, so that if it was not used next year, it would remain dedicated to snow removal and could be used in subsequent years. The counter argument by Jay and Jennifer was that they would like to budget for the actual costs. We are getting money from FEMA for the winter storm. Perhaps that should go into the Reserve Fund? We will return to this topic.

Solid Waste Disposal 0604 – xxxx.

0604-1200 Sal/Wages PT. reflects a request for a second Temporary position to assist in monitoring the landfill and also doing trash pickup on weekends downtown. Regarding the land fill, PW has found Saturdays to be very busy and Townspeople have been asking for year-round Sunday opening. (Now

dome just for leaves in the fall.) However, the total hours of 2 PT x 16 hrs. /wk. was questioned and Jennifer said she would take another look at the hours and get back to us.

Street Lights 0605 – xxxx.

0605-6220 Electricity – Street Lights. Lights belong to Unutil. They bill us and this is what is anticipated for 2016. PW has brought up the topic of using LED lights, but Unutil resisting. PW will continue to pursue.

End of General Fund Discussion.

Vehicles – From CIP

Three vehicles requested:

Backhoe – (p. 39 of CIP) Key piece for Highway and Streets. W&S has their own. Used enough that it is not practical to share it. At the end of its useful life. Could go another year, but will need expensive repairs.

Light Duty Truck #10 – (p.41 of CIP) Useful life is 6 yrs/75,000. This truck is 7 yrs 91,000.

Highway Dump Truck #28 – (p. 43 of CIP) 11 year truck (useful life 12). One of five dump trucks in use. Workhouses of the PW. It is a front line response vehicle. Truck has heavy rust and needs repairs. Jay concerned about it breaking down if he sends it out. Will need significant repairs to keep it in service.

The Backhoe and Dump truck would be leased, the Light Duty Truck would be bought outright.

Other CIP requests:

Lincoln Street Project. (P. 13 of CIP) - Budget for FY 16 is \$120,000 for design. Request for the whole amount would be for 2016. Total bill is part GF and part Sewer.

Dam Analysis (P. 14 of CIP) - We have a letter of deficiency from the NHDES Dam Bureau dated 2011 regarding the Pickpocket Dam and the Exeter Reservoir Dam. We have to respond sometime. No time is a good time. Shall we bight the bullet this year?

As mentioned above, these are the highlights. The final report will follow the new form and format and will include comments on other line items.

Respectfully submitted,

Bill Campbell

October 4, 2015