

MINUTES OF THE AUGUST 1, 2018

PEMBROKE CAPITAL IMPROVEMENT (CIP) COMMITTEE MEETING

POLICE & FIRE REQUESTS

The CIP Committee held a meeting on August 1, 2018, at 6:00 p.m., at The Pembroke Safety Center, Pembroke New Hampshire

The meeting was called to order by Gerry Fleury at 6:02 p.m. Those present and absent were as follows:

PRESENT:

Gerry Fleury CIP, Budget Committee	David Jodoin Town Administrator
Larry Young CIP, Resident	Jillian McNeil Recording Secretary
Kevin Foss CIP, Resident	Ann Bond Selectman
Rosemarie Michaud CIP, Resident	Tina Courtemanche Alternate Selectman
Bryan Christianson CIP, Resident	Gene Gauss School Board

ALSO PRESENT:

Chief Dwayne Gilman
Pembroke Police Department

Deputy Chief Paul Gagnon
Pembroke Fire Department

Larry Young made a motion to nominate Gerry Fleury as the Chairman of the CIP Committee, Gene Gauss seconded it, and the motion was approved unanimously.

Gerry Fleury made a motion to appoint Rosemarie Michaud as the Vice-Chairman of the CIP Committee, citing no other nominations or candidates. The motion was approved unanimously.

This being the first meeting of the CIP Committee, there were no previous meeting minutes to approve.

Gerry Fleury explains how the CIP Committee functions. This committee will travel from site to site to listen to the requests from the different departments of the town for the 2019 Budget cycle. The goal of the committee is to have a complete Capital Improvement Plan in four weeks with the possibility of a fifth meeting. The committee does not approve or deny requests. The committee puts a level of priority on each item.

Chief Gilman reviewed the Police Department's CIP requests for the 2019 Budget. The Police Department requested a new patrol car at the cost of \$35,195 for a 2020 Ford Explorer and an additional \$20,000 for installation of equipment into the vehicle for a total of \$55,195. Chief Gilman presented these figures as a worse case scenario and would be going out for bids after March Town Meeting.

David Jodoin suggested that with the goal being to replace one vehicle a year, possibly moving the funds needed to the yearly Operational Budget. Gerry Fleury commented that may not work if the Police are asked to decrease their budget, that may cancel out their ability to replace vehicle that year especially since the cost of vehicle replacement will greatly vary from year to year.

Larry Young asked the Chief if it is better to track Operational Hours for vehicles. The Chief explained that because of time spent idling, it is better to track mileage rather than hours.

Bryan Christianson questioned the Chief on whether or not the School Board has done a traffic study on Rte. 3. Chief Gilman responded that there have been several studies on the traffic patterns on Rte. 3 and currently, they are not sure what to do to alleviate the congestion because there are many factors that lead to traffic being backed up. The school pick up/ drop offs, traffic light patterns, timing of the RT. 106 traffic light, and the number of citizens living using the Rt 3. corridor at peak times are all causes.

Gerry Fleury asked the chief if he would have any Capital Reserve requests this year. The Police Department typically asks for \$55,000. Chief Gilman confirmed they would again be asking for the \$55,000. The complete requests out to 2020 will be available at the next meeting.

Deputy Chief Gagnon presented the Fire Department's CIP requests for the 2019 Budget. The Fire Department is requesting a Front-Line Engine Pumper to replace the Engine Tanker 3 at a cost of \$748,414 to come from the Major Equipment Capital Reserves.


Meeting #1
CIP Committee
Page 3

Gene Gauss had concerns about retiring the larger Tanker Engine with an Engine with a smaller tank when there are portions of the town that are not within a reachable distance to a hydrant. The Deputy Chief responded that the majority of the buildings in the non-hydrant part of town are fitted with sprinkler systems and that there is enough mutual aid from Epsom, Chichester, Allenstown, and Concord should the need arise.

Ann Bond questioned whether or not the department uses multiple vendors to find the best fire engine for the town. The Deputy Chief explained that all of the town's current vehicles are different vendors. The department will inform various companies the specs of the engines the town needs and those companies respond with what they have available and what will be coming available.

There being no further business to come before the committee, Bryan Christianson made a motion to adjourn, Rosemarie Michaud seconded that motion, and the meeting adjourned at 6:44 p.m.

Respectfully Submitted,



Jillian McNeil
Recording Secretary