

TOWN OF BENNINGTON

BOARD OF SELECTMEN

Minutes of the Meeting – December 3, 2019

Selectmen James Cleary, David Hardwick, Sr. and Mark Mackesy were present as well as Town Administrator Kristie LaPlante. The meeting was called to order at 6:00 p.m.

Also joining the meeting were Peter Eppig and David McKenzie for the purposes of establishing Capital Reserve Funding needs for 2020.

The group reviewed reports that included purpose and historical data for each Capital Reserve and Expendable Trust Fund, portions of which are included in these minutes. The Capital Reserve Funding Committee established funding based upon the following:

**HIGHWAY DEPARTMENT**

Road Agent Hazen Fisk was in to discuss the Highway Department’s needs for 2020 and beyond.

Highway Heavy Equipment – Established in 1991 for the *purchase of Highway Heavy Equipment*. The Selectmen are Agents to expend from this Fund.

In 2018, voters approved the closure of the Loader/Grader Capital Reserve Fund and the monies in that account were deposited in to this account.

Balance as of 11/01/19 - \$175,140

Assets:                    1982 John Deere 444C Loader  
                                 1989 KME Fire Pumper (to clean culverts)  
                                 1990 Galion Grader  
                                 2007 International 6-wheel dump truck  
                                 2012 Cat Backhoe/Loader  
                                 2015 Freightliner 6-wheel dump truck  
                                 2016 Ford F350 1-ton

Appropriation History: 2015 - \$ 30,000 (Combined old Loader/Grader + Heavy Equipment)  
                                 2016 - \$ 35,000 (Combined old Loader/Grader + Heavy Equipment)  
                                 2017 - \$ 37,000 (Combined old Loader/Grader + Heavy Equipment)  
                                 2018 - \$ 37,000 (now just single fund)  
                                 2019 - \$37,000

2020 APPROPRIATION:            \$40,000

The Road Agent reported that the Loader is nearing the end of its useful life. He has contacted two area dealerships for pricing on new and used Loaders. Because of municipal discounts, the cost of a new loader with warranty is between \$145,000 and \$150,000; the cost of a used loader ends up being more expensive because discounts aren’t offered on used equipment. No decisions were made on replacing the Loader in 2020.

The Road Agent also reported that the 2007 International is currently in good condition. He proposes replacing the steel dump body with a stainless steel dump body. When the truck is replaced in the future, the Town can purchase the chassis and use the dump body on the new truck. NO decisions were made for 2020.

The Capital Reserve Funding Committee voted to fund the Highway Heavy Equipment Capital Reserve Fund with \$40,000 in 2020.

Mower – Established in 1997 for the purpose of a *Highway Department/Recreation Department mower*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 - \$8,203

Assets:                      2013 Mower

Appropriation History: 2015 - \$ 1,000  
   2016 - \$ 1,000  
   2017 - \$ 1,000  
   2018 - \$ 1,000  
   2019 - \$1,000

2020 APPROPRIATION:              \$1,000

The mower is primarily used by the Recreation Department for mowing Newhall Field. The replacement cost in 2013 was \$11,750. The Capital Reserve Funding Committee voted to fund the Mower Capital Reserve Fund with \$1,000 in 2020.

Road Rehabilitation - Established in 2009 for the *maintenance, construction, reconstruction, or repair of town streets, roads, or traveled ways*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 - \$60,154

Appropriation History: 2015 - \$ 15,000  
   2016 - \$ 15,000  
   2017 - \$ 15,000  
   2018 - \$ 15,000  
   2019 - \$15,000

2020 APPROPRIATION:              \$15,000

The Selectmen reported that in 2019 the Highway Department replaced culverts and drainage. The roadway was reclaimed and paved; the top binder will be paved in 2020-2021.

In 2020 the Highway Department is scheduled to improve a 1,350 portion of Durgin Road to include reclaiming the road bed, replacing drainage, replacing material, and then paving the road surface. The top binder will be paved in 2021.

The Capital Reserve Funding Committee voted to fund the Road Rehabilitation Capital Reserve Fund with \$15,000 in 2020.

**POLICE DEPARTMENT**

Police Chief Bret Sullivan was unaware of the meeting due to a communication error from the Town Administrator.

Police Cruiser – Established in 1993 for the *purchase of a police cruiser*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 – \$10,662

Assets:                    2015 Ford Explorer Cruiser  
                                 2019 Ford Explorer Cruiser

Appropriation History: 2015 - \$ 13,000  
                                 2016 - \$ 10,000  
                                 2017 - \$ 10,000  
                                 2018 - \$ 10,000  
                                 2019 - \$10,000

2020 APPROPRIATION:        \$10,000

The 2013 Cruiser was replaced in 2019 at a cost of \$29,255 plus \$6,031 to upfit the vehicle with new safety equipment. The Selectmen and the Capital Reserve Funding Committee agreed that continuing with \$10,000 funding should allow for adequate funds when the 2015 Cruiser is replaced.

**LIBRARY**

The Library Trustees submitted a written request for \$5,000 funding for 2020.

Dodge Memorial Library – Established in 1994 and amended in 2003 for *the repair or replacement of Library equipment and for making renovations and improvements to the GEP Dodge Library*. The Library Trustees are Agents to expend from this Fund.

Balance as of 11/01/19 - \$56,851

Appropriation History: 2015 - \$ 5,000  
                                 2016 - \$ 5,000  
                                 2017 - \$ 5,000  
                                 2018 - \$ 5,000  
                                 2019 - \$5,000

2020 APPROPRIATION:        \$5,000

In 2019 the Library used the Capital Reserve Fund for installing a new Fire and Security Alarm system. Other improvements for 2019 include electrical work required as part of the Joint Loss Management Committee and Department of Labor building inspections. The Capital Reserve Funding Committee agreed with the request submitted by the Library Trustees to fund \$5,000 in 2020.

## INFRASTRUCTURE

Bridge Maintenance Expendable Trust Fund – Established in 1997 for the *purpose of construction or reconstruction of town bridges*. The Selectmen are Agents to expend from this Fund after a Public Hearing.

In 2018, voters approved the closure of the Bridge Replacement Capital Reserve Fund and the monies in that account were deposited in to this account.

Balance as of 11/01/19 – \$63,829

Appropriation History: 2015 - \$ 0  
2016 - \$ 0  
2017 - \$ 0  
2018 - \$ 0  
2019 - \$10,000

2020 APPROPRIATION: \$10,000

The Town owns four bridges in Town: the box culvert bridge just south of the trestle on Antrim Road (the canal that goes under Antrim Road and in to the Monadnock Paper Mill), the bridge over the Monadnock Paper Mill tail race, the bridge at Antrim Road and Route 202, and the bridge located near 140 South Bennington Road.

In late 2017, the Town received notice from NH DOT that the box culvert bridge on Antrim Road just south of the trestle is on red list status. This bridge provides water to the Paper Mill from the river. Town officials met with Monadnock Paper Mill officials in early 2018 to better understand the importance of this bridge and their operations and then met again in the summer of 2019 to do a visual inspection of the box culvert during the Mill's shut down. Based on information learned during those two meetings and remedial options available, the Capital Reserve Funding Committee voted \$10,000 funding for 2020.

Sidewalk Repair – Established in 2002 for *replacing the Town's sidewalks*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 – \$1,009

Assets: Downtown sidewalk project – 2007  
Downtown sidewalk project - 2015

Appropriation History: 2015 - \$ 0  
2016 - \$ 0  
2017 - \$ 0  
2018 - \$ 0  
2019 - \$1,000

2020 APPROPRIATION: \$ 1,000

The last of the Grant-Funded sidewalk replacement projects was completed in 2015 and there are no current sidewalk replacement plans in place. There is a need to repair or replace the remaining sidewalk not covered by the Grant projects between 46 Antrim Road and 54 Antrim Road, however, no tangible plans are in place. The Capital Reserve Funding Committee agreed that adding \$1,000 to this Fund should achieve future funding needs.

Town Buildings Expendable Trust Fund – Established in 1999 for the purpose of *repairing, maintaining, and improving Town buildings*. The Selectmen are Agents to expend from this Fund after a Public Hearing.

Balance as of 11/01/19 - \$138,439

Assets: Town Hall, VFW, Fire Station, HW Garage, Transfer Station, Water Pump House, Sewer Pump House, buildings at Newhall Field (two dug outs, “Colonel’s Perch”, Storage Buildings)

Appropriation History: 2015 - \$ 15,000  
2016 - \$ 15,000  
2017 - \$ 20,000  
2018 - \$ 33,000  
2019 - \$30,000

2020 APPROPRIATION: \$25,000

The Selectmen discussed the need to make repairs to the Town Hall Roof and to begin improvements at the VFW. In 2019 the Town received funds from the David Glynn Trust to be used for repairs to Town Buildings; the Trust has specified that installation of an elevator and sprinkler system are the first priority of the funds. Because the Selectmen have a Trust for future use, the Capital Reserve Funding Committee voted \$25,000 funding for 2020.

#### **OTHER**

Revaluation – Established in 2002 for revaluation costs. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 - \$4,154

Appropriation History: 2015 - \$ 0  
2016 - \$ 12,000  
2017 - \$ 12,000  
2018 - \$ 12,000  
2019 - \$0

2020 APPROPRIATION: \$12,000

The Town underwent a full Revaluation in 2019 at a cost of \$52,000. The Capital Reserve Funding Committee voted to appropriate \$12,000 to establish funding for the next Revaluation in 2024.

#### **WATER DEPARTMENT**

Water Commissioners David Beck and Richard Reed met with the Capital Reserve Funding Committee.

Water Department Maintenance & Repairs – Established in 1993 and amended in 2018 for *Water Department maintenance and repairs*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 - \$42,442

Assets: Hydrants, mains, valves, water tank, pump house

Appropriation History: 2015 - \$ 15,000  
2016 - \$ 20,500  
2017 - \$ 20,500  
2018 - \$ 0  
2019 - \$ 25,000

2020 APPROPRIATION: \$ 25,000

No monies had been spent from this Capital Reserve Fund as of the December 3<sup>rd</sup> Capital Reserve Funding Committee meeting. However, \$4,690 will be requested from the Fund to cover the 2019 Well Maintenance.

The Water Commissioners and Capital Reserve Funding Committee discussed the need to begin setting funds aside for future sewer repairs or improvements. The Town Administrator was requested to contact Town Council to inquire if the Department of Revenue might allow voters to change the use of the Water Department Maintenance and Repairs Capital Reserve Fund to allow for sewer repairs and maintenance. If adding Sewer to the existing Fund is not recommended then the group will discuss establishing a Sewer Capital Reserve account in 2021.

The Capital Reserve Funding Committee voted to fund the Water Department Maintenance and Repairs Capital Reserve Fund with \$25,000 in 2020.

## **FIRE DEPARTMENT**

Fire Chief David Foster and Assistant Fire Chief Keith Nason met with the Capital Reserve Funding Committee to discuss the four Fire Department Capital Reserve Funds.

Fire Trucks – Established in 1990 for the *purchase of a replacement fire truck*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 - \$326,602

Assets: 1996 Ford Brush Truck  
1998 International Tanker  
2005 International Fire Engine

Appropriation History: 2015 - \$ 20,000  
2016 - \$ 20,000  
2017 - \$ 20,000  
2018 - \$ 20,000  
2019 - \$ 25,000

2020 APPROPRIATION: \$25,000

Based on prior years' discussions, the 1998 International Tanker would be due for replacement in 2018. There was consensus that the Tanker is in good condition and there is no need for it to be replaced at this time. The Chiefs, however, would like to replace the 2005 International Fire Engine in 2025 due to ongoing mechanical issues and design flaws. In addition, the Chiefs reported that new NFPA and Insurance requirements will require the first due apparatus to be no older than 20 years old; because the Engine is considered the first due piece of apparatus, it will need to be replaced by 2025.

The Chiefs reported that they have researched the cost for new and used apparatus. A new fire truck is currently estimated to cost \$495,000; used apparatus cost about 20% less.

The Capital Reserve Funding Committee voted \$25,000 funding for 2020 to ensure adequate funds for apparatus replacement in 2025.

Rescue Vehicle – Established in 1992 for the *purchase of a Rescue vehicle chassis*. The Selectmen are Agents to expend from this Fund. Supporting documentation and Minutes where funding was established documents the purpose of the Fund being for the purchase of the chassis only; “the present rescue box will be transferred to the new chassis.”

In 2019, voters approved changing the name and purpose of the Capital Reserve Fund to allow for the funds to be used to replace the rescue vehicle in its entirety.

Balance as of 11/01/19 - \$47,338

Assets: 2009 Ford F550 Rescue Truck

Appropriation History: 2015 - \$ 5,000  
2016 - \$ 2,500  
2017 - \$ 2,500  
2018 - \$ 0  
2019 - \$ 0

2020 APPROPRIATION: \$ 2,500

The Capital Reserve Funding Committee voted to fund the Rescue Vehicle Capital Reserve Fund with \$2,500 in 2020.

Fire Department SCBA – Established in 2010 for *Fire Department Breathing Apparatus*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 – \$3,129

Assets: Self Contained Breathing Apparatus

Appropriation History: 2015 - \$ 2,500  
2016 - \$ 2,600  
2017 - \$ 2,000  
2018 - \$ 2,000  
2019 - \$ 2,000

2019 APPROPRIATION: \$2,000

In 2019 the Fire Department replaced six complete SCBA units. In 2020 the Department intends to replace four cylinders and 3 masks, in 2022 the Department intends to replace two cylinders, and in 2025, the Department intends to replace three complete units and one cylinder.

Because of the detailed replacement plan and future needs, the Capital Reserve Funding Committee voted \$2,000 funding for 2020.

Fire Department Protective Gear – Established in 2013 for *Fire Department Protective Gear*. The Selectmen are Agents to expend from this Fund.

Balance as of 11/01/19 – \$12,000

Assets: Fire Gear

Appropriation History: 2015 - \$ 5,000  
2016 - \$ 5,000  
2017 - \$ 5,700  
2018 - \$ 5,700  
2019 - \$ 5,700

2020 APPROPRIATION: \$ 6,000

The Chiefs recently completed an overhaul of the Fire Station and disposed of several sets of spare gear due to their age. The disposal of the spare gear does not impact the replacement plan established in 2018.

The Chiefs reported that a complete set of gear costs around \$2,500. No gear was purchased in 2020. The Capital Reserve Funding Committee voted to fund the Capital Reserve Fund with \$6,000 in 2020.

There being no other business for the Capital Reserve Funding Committee, the Committee portion of the meeting concluded at 7:45 p.m. and the Selectmen rejoined their regular meeting.

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In addition, the Selectmen reviewed or acted on the following:

- Heard a report from Road Agent Hazen Fisk that the 2007 International Dump Truck broke down during the recent storm. The truck will not run and is being towed to Sizemore trucking for repair.
- Continued discussion of replacing the Loader. The Selectmen collectively agreed that it would be best to purchase a used piece of equipment that does not have to meet current emissions standards and does not rely on computerized mechanisms.
- Reviewed and approved the Minutes of the December 12, 2018 Capital Reserve Funding Committee meeting.
- Reviewed and approved the Minutes of the Board's November 19, 2019 Meeting.
- Reviewed a draft Agenda for the December 10<sup>th</sup> meeting with the Monadnock Paper Mill and Water/Sewer Commissioners to discuss the new Water/Sewer rates taking effect in January 2020.
- Approved a \$10 Abatement of the Inventory Penalty for Map 07, Lot 10.

There being no other issues before the Board, the meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Kristie LaPlante  
Town Administrator