



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

PO Box 120, Windham, New Hampshire 03087

(603) 432-3806 / Fax (603) 432-7362

www.WindhamNewHampshire.com

Capital Improvement Program (CIP) FINAL Meeting Minutes July 20, 2015

The meeting of the Capital Improvements Program (CIP) was called to order on July 20, 2015 at 5:07PM, by Chairman Rob Gustafson, at the Community Development Department

Present

Rob Gustafson, Citizen Member, Chair
Jennifer Simmons, Citizen Member, Vice Chair
Dan Guttman, Planning Board Representative, Secretary
Neelima Gogumalla, Citizen Member
Roger Hohenberger, Board of Selectmen
Steven Bookless, Citizen Member Alternate (Not seated)

Excused

Paul Gosselin, Planning Board Representative
Dennis Senibaldi, School Board Representative
Tom Murray, School Board Representative Alternate
Al Letizio, Jr., Board of Selectmen Representative Alternate

I. Call to Order

The meeting was called to order by the Chairman, Rob Gustafson at 7:07 PM July 20, 2015.

Steven Bookless Citizen Alternate was not seated as all citizen positions were filled

II. Assignment of Committee members to Lead Write-ups of Project Requests

- Fire – Jennifer S.
- Solid Waste – Neelima G.
- Police – Roger H.
- Selectmen – Roger H.
- Schools – Dennis S
- Planning Board – Paul G. / Dan G.
- Recreational – Neelima
- Highway / Roads – Jennifer S.
- Record Retention – Roger H.

III. CIP Presentation: Windham Fire Department

- 8 year plan Introduction first item Ladder Truck replacement
- 2016 request replace Ladder 1 (1980 Spartan)
- Quint combination vehicle, pump, water tank, aerial device, fire hose and ground ladders 2016 request
- Example of necessity Blossom house fire
- Assistance to Fire Fighters Grants (AFFG) – potential grant option
- 75% grant being proposed as a realistic
 - Dan G – Grant request rate – why 75%? Are we not asking for rejection? Response: Grant Assistor said a 75% would show seriousness to AFFG. Ability to renegotiate down if request passes first phase
 - Rob G – Manpower capability vs Quint? Response: Quint first with a tanker would provide sufficient capabilities to address significant fires. Rescue capabilities significantly higher as well. Manpower quint vs ladder – both 1 to 2 people for operation. Windham cross training provides significant flexibility to the issue which reduces the Ladder truck manpower requirements.
 - Roger H. – Truck initially voted down prior to donation in 2001. Response: However there had been a truck prior (1969 truck). In the last 2 years, how often has the truck been leveraged? Response – dispatched due to transport need as opposed to ladder need. Run the engine, run the tanker – how often is the ladder required to fight the fire? Chief to obtain stats. Turn radius? Response shortened turn radius. Can it be maneuvered easily through Windham streets fully loaded? Captain Morgan discussed Quint purchased for Andover MA. And provided materials highlighting Quint radius, load and power. Hawthorne road lightning strike with ground ladders highlights current risk.
 - Steve B – what is life expectancy of a new truck? Response – current truck has exceeded service life. Typical lifespan is 15-20 years with industry standard replacement as 15 years.
 - Neelima G – where can we see a Quint? Response – Chester, Hampstead and Auburn. All small towns with difficult roads to navigate providing example of optimal usage.
 - Jennifer S – Lease Options? Response – multiple municipal lease options offers low interest rate with option to purchase / buy outright. 5 / 7 / 10 years.
 - Roger H – Lease for the tanker? Response – no lease for tanker but ambulance. Split over 2 years by CIP instead of lease company. Chief will look at how the tanker split was generated.
 - Rob G – Maintenance schedules in comparison? Response – no issues based on feedback from towns that already own one.
 - Dan G – Is Quint state of the art or is this lagging technology? Response St Louis MO did significant study and has now shifted their entire aerial fleet. Started in early 90's (25 years ago of service) Deputy responded that there have been instances recently where mutual aid has not been available highlighting current risk to the town in not having capability.
- 2017 No requests
- 2018 Ambulance Replacement

- 12 years of full service, front line first 4, back up 4 and rescue for final 4 preloaded with gear
- Rob G – Should there be something in fiscal year 2022 for ambulance replacement? Response – missing ambulance replacement.
- 2019-2020 No Requests
- 2021 Forestry Replacement as part of Vehicle Replacement Plan
 - Roger – How often used? Response - Brush fire and bark mulch fires, highway and smaller fires
 - Rob – Plan is 15 year replacement? Response yes in effort to manage replacement
- 2022 Ambulance Plan
- 2023 Public Safety substation – frank and open conversation on manpower and staffing. 4 firefighters added on the Safer Grant recently but lost 8 call firefighters over 8 years.
 - Roger – What happened to Derry’s equipment from recently closed location? Response – Reincorporated into their locations

Action: Rob – All members would be interested in seeing at next meeting. Ability to see/public meeting at fire station to see up close. Potential for demo and ride a long.

IV. Boards/Committees/Departments not submitting requests

Planning board will be submitting

V. Boards/Committees/Departments-

No Response to CIP Request

VI. Review and Approve June 22nd Meeting Minutes

Motion to accept as written by Roger,

2nd Neelima,

Roger, Steve, Neelima and Rob in favor.

Jennifer and Dan Abstain.

Approved 4-0

VII. Future CIP Presentations

- a. Solid Waste Management-August 3rd
- b. Police Department-August 27th
- c. Planning Board/Community Development Department-August 27th
- d. Recreation Committee-September 3rd
- e. Highway Department-TBD
- f. Records Retention-TBD

Action: Dana Call – list of what passed in 2015 vs what was proposed and what was completed. Roger Requested to reach out Dana Call

Action: Roger to Contact Jack McCartney on highway to move to August 3rd agenda.

VIII. Adjournment

Mr Hohenberger made a motion to adjourn at 8:48 PM (I thought it was closer to 8:25?)

The motion was seconded by Mrs. Simmons

Vote: 5 - 0

Minutes submitted by: Dan Guttman

Approved by: **[Type name here]**