

Town of Charlemont Capital Improvement Committee meeting minutes

Tuesday December 20, Town Hall

Meeting called to order at 7:07pm

Present: Committee members Tracy Hall, Erwin Reynolds, Jim Sinclair, Ron Smith, and Tony Walker, and Town Administrator Peg Dean

1. Fire Dept's FY18 requests were distributed.
2. The Committee organized. **Action:** Ron so moved that Tracy be Chair of the Capital Improvement Committee, 2nd by Erwin. All in favor. Tracy abstained.
3. The Committee discussed the current situation as it relates to unfunded mandates.
4. The Committee established their schedule and invitees for appointments. The Departments to meet with are Police, Fire, Highway, EMD, Transfer Station, on Tuesdays until the end of the January. **Action:** Tracy makes a motion for the following schedule, Erwin 2^{nds}. All in favor.
 - 12/27 Police Station at 7pm; Fire – ask to meet at the Fire Station; plan to go to and Fire Station at 7:30pm
 - 1/3 Highway Garage at 7pm
 - 1/10 EMD and Transfer Station at 7pm – Town Hall
 - 1/17 deliberate, include Town Hall discussion – Town Hall at 7pm
5. The Committee discussed Town Hall repairs briefly. **Action:** Tracy makes a motion that Tony pursue a quote for gutters, Erwin 2nd. All in favor.
6. The Committee welcomed their appointment with the Police Department's Police Chief Jared Bellows at 7:37pm. Tracy reviewed the one request for FY18, a new 4-wheel drive Crown Victorian to replace the Expedition. The Police Chief discussed with the Committee in detail this and his other two capital requests in the next five years. For his current request, the new Crown Victorian is more fuel efficient, with a V6 ecoburst turbo charge, lighter, yet equipped to handle load, can drag a trailer (for the boat in the summer). It has 4-wheel drive, a trailer hitch, sits slightly higher, all other features same as police cars. Regarding maintenance of Expedition, the Police Department spent \$5,000 to repair rust two years ago. The Expedition will last between now and end of the fiscal year. Per Jared, it has good tires and good brakes, however per a mechanic, the frame is tender.
7. It was asked if Police would consider having it undercoated with Lanolin. Yes. Jared mentioned that the Police did a lot of preventative maintenance on all of them which is why they last so long, 13 years. Average vehicle shelf life should be ideally 7 years old. Police started asking for a cruiser 4 years ago to replace the Crown Victorian that was beyond repair. Their current vehicles are the 2009 Crown Victorian and the 2004 Ford Expedition. They would like to replace the Expedition in FY18, replace the 2005 Crown Victorian that was sold at auction next and the 2009 later.
8. There was a question about buying used. It can be a gamble. The Dept did buy a Charger that was in great shape, that they tried to retrofit into a police car. If one can find a police vehicle it's likely the vehicle has outlived its useful life. The Dept purchased a used 99 Crown Victorian and the transmission failed immediately.
9. The question was asked whether the Dept can justify having more than one vehicle. In the summertime, the Dep can use six, but not in the winter. This year officers took personal vehicles, to then walk their assignments; however, if they must respond to an emergency they will be in their personal vehicle. Because the Town has the tourism in flux, the needs for the Police come and go. Hawley Rowe Heath don't compare to us. Buckland

Shelburne are more comparable. Last year Shelburne had 600, Buckland had 650 Charlemont had 1371 (approx. 4 calls per day, and lowest budgeted town around). Two thirds are between June and September. The fact that Charlemont is on a speedy dangerous road with Route 2, and part of it may be the result of the rec departments. They reviewed the many businesses driving the increase in tourism during summer.

10. They discussed how often Shelburne State Police respond. 87.5% of police matters that came to the Dept were handled by Charlemont. Types of calls they cannot respond to were discussed. Brookfield Energy donates to the Town every year. Last year they donated \$5k for river patrol. Are there other programs to offset the capital costs? No aware of any. The Committee asked where the Rec Tax is.
11. If could afford two cars, could you avoid people using personal vehicles. Jared believes a Town cannot insure a privately-owned vehicle as a municipal vehicle. There was a discussion of whether a request for an account to purchase an auction vehicle should be submitted. Jared is looking into when the Power Company auctions are, and what types of vehicles are auctioned. Jared would consider this as a third vehicle.
12. All Officers are part-time. There are 17 officers, 9 work all the time; the others are reserve for auxiliary. 1 shift every day, and an evening shift from 4-12, (this time of year we cut back to 5-10), weekends Sat/Sun have 2 shifts (except on Sundays for now until ski season starts), coordinated by Jared. The Highway is always there to help with whatever they need. Jared is very grateful to be working with everybody.
13. When asked about tickets, Jared shared there are 100+ river citations, and 400 - 500 vehicle citations. Parking tickets come back to the Town but they are only \$5. The top limit is \$10 for a standard parking violation and \$15 for a red zone. They could boost the parking ticket amount. They would need the Select Board to vote to increase the amount. **Action:** Tony makes a motion, to recommend \$10 for parking tickets, and Jim would like to amend the motion to include increase it by \$5 and the \$5 would be used for capital improvements for the Police Dept. Erwin 2nd. All in favor. They decided they would get to the SB their action with a note from Tracy.
14. Jared looking at getting a radar speed sign for free. The ones on the pole cost \$3,000 -\$4,000 a piece. Jared is looking at a mobile one.
15. 8:26 Jared left.
16. Ron is willing to be Secretary.
17. Discussion about Fire equipment. There are a lot of questions the Committee has.
18. Ron motion we adjourn 8:39. Tony 2nd. All in favor.

Respectfully submitted by Peg Dean 12-27-16

Draft minutes until approved by CIC