

**Town of Franconia**  
**Capital Improvement Planning Advisory Board**  
7 November 2022 • Time: 1535 • Town Hall

**Present:** Larry Plate, Jan Cole, Dan Walker, Kim Cowles, Peter Grote. Steve Plant

Others: Jeremy Hall

**Regrets:** Monica LaFlamme, Danielle Dawson, Trevor Presby

**Absent:** N/A

**I. Call to Order / Opening Remarks**

- A. The meeting was called to order at 1535.
- B. There were no opening remarks.

**II. Approval of the Minutes from 24 October 2022**

Motion: To approve the minutes of 24 October 2022 as circulated.

Motion By: Dan Walker

Seconded By: Steve Plant

**Carried**

**III. Additions to the Agenda - None**

**IV. Approval of the Agenda - Accepted as circulated**

**V. Highway Department - Jeremy Hall**

- A. Jeremy stated the Town received \$38,000 for the truck recently sold which was replaced by the new Western Star. There is some warranty work being done on the truck before delivery to the new owner.

It was confirmed the replacement of the Ford 550 will be pushed out until 2024.

The plan is to replace the ten-wheeler in 2023 and sell the current ten-wheeler once the replacement is received. Jeremy confirmed the current estimate to replace this truck is \$240,000 for a completely outfitted vehicle. He is waiting to hear back from the dealer with a final quote.

There was some discussion about keeping the International six-wheeler currently in service as a back-up truck. This truck would likely not be replaced and won't garner much for trade-in or in resale.

Jeremy indicated the excavator may need to be replaced in five to six years and he recommends not to exceed 2400 hours on the machine.

There was discussion about the New Holland tractor (from Buildings and Grounds). This piece of equipment will be examined by the town mechanic in the

Highway Department to evaluate its condition and assist Jeremy in making a decision of where/how it might be used in the town. This information will be used in conjunction with the quote Corey has received for the Ventrac machine that would plow sidewalks and mow.

- B. There were no motions made during this session.
- C. Jeremy will follow up with the evaluation of the New Holland Tractor.

**VI. CIP Worksheet Updates**

- A. Jan Cole walked everyone through the recent changes to the spreadsheets and provided information on the formulas in it to accommodate for inflation on the current estimated purchase price, current capital reserve fund balance and the amount to be added to the reserve fund each year. There was discussion on the tax impact of the proposed total amount to be reserved each year as well as options that may be used for addressing shortfalls in these amounts. Jan will update the spreadsheet with the information on Highway and make the document available to the group.
- B. No motions were made during this session.
- C. No follow up required.

**VII. Q&A**

- A. Steve discussed the remaining responsibilities of the committee and timeframe. The next meeting will be scheduled for early December, hopefully the 5<sup>th</sup>. At this time the group will come to a consensus on the proposed/recommended funding of all items on the CIP tracking sheet. This proposal will then go to the Board of Selectmen and Town Administrator for incorporation into the proposed town budget.
- B. No motions were made during this session.
- C. Steve Plant will write up minutes and contact members about the availability of members to meet on 5 December 2022. (14 November 2022)

**VIII. Adjournment**

- A. The meeting was called to adjourn at 1510.

**IX. Next Meeting - Tentatively schedules for 5 December 2022.**