

Town of Cornwall
Capital Budget Committee Meeting
Thursday, December 22, 2016

Present: Committee members Mary Conlon, Magna Dodge, Ben Wood, Stu Johnson, Sue Johnson, Jake Chapline, Denny Rheume

Also present: Town roads foreman Michael Sunderland.

Sue Johnson called the meeting to order at the Cornwall Fire Department at 6:32 p.m.

Town Hall Renovation

Sue gave a progress report on the Town Hall renovation:

- Work in the attic is complete. Roof beams have been repaired and reinforced and the attic has been insulated.
- Roof slates have been stripped, the roofing membrane has been installed, and the standing-seam roof will soon be in place. It may be delayed slightly by extreme cold that has been forecast.
- A steel beam has been installed in the first-floor ceiling above the meeting room, and the post that was in the middle of the room has been removed.
- The interior walls on the first floor have been studded in.
- Concrete work is complete. Basement drainage and vapor barrier are in place. Foam insulation has been sprayed.
- Demolition work is finished and walls and ceilings have been opened up, so all problem areas have been uncovered. Cost of work done so far is well within budget.
- The project is one week behind schedule and is expected to be completed by the end of the third week of February. The building will be open for voting in March.
- The original front doors of the Town Hall have been returned to the Town and will be kept in storage, since the building is of historic and architectural interest.

Security System

- Two bids have been received for a security system, including indoor and outdoor cameras and a video recorder. Sue noted that it is difficult to compare the bids, since it is not clear if cameras and other components are equivalent. Jake Chapline volunteered to do some research on security systems to find out what specifications are recommended.
- Sue said she is applying for a grant from the Vermont League of Cities and Towns that could cover half of the cost of the new security system.

Capital Budget Review

Mary Conlon distributed a spreadsheet showing current and anticipated capital budget expenditures, and Sue distributed a summary of cash flow for the Capital Building Fund and the

Capital Equipment Fund. The committee reviewed these documents to see if changes should be made in the proposed 2017-2018 capital budget or in projected expenditures for future budgets.

Capital Equipment Fund

Highway Department

- Money is in hand for the purchase of a new plow truck, which is in the 2016/2017 budget. Mike Sunderland said he would seek bids for the truck, which will probably be purchased early in the 2017-2018 budget year. One of the town's current trucks will be traded in.
- The current budget also includes funds for a new roadside mower that has not been purchased, and Mike said he does not feel a need to replace it at this time. A chipper is a higher priority for him and would cost less than a mower. The committee agreed to replace the mower with a chipper in the 2017-2018 budget.

Fire Department

- Denny Rheaume noted that Engine 1 is slated to be replaced in the 2018-2019 fiscal year, but it is still in good shape and the fire department expects to hold onto it for two or three years. He noted that trucks have to be replaced periodically to keep up with specifications set by the state and county. All of the money required for the purchase will be in hand at the beginning of the 2018-2019 fiscal year. When Engine 1 is replaced, Engine 2 will be retired.

Capital Building Fund

Town Hall

- Mary pointed out that several repair items listed on the budget spreadsheets are included in the current renovation and should no longer be listed separately.
- Ben Wood noted that one of those items is a new sprinkler system, which was budgeted with the expectation that it would be needed to stay current with fire codes. But he reported that the existing system has passed inspection and will not have to be updated, so that item can be removed from the budget.
- Sue observed that the renovation budget does not include repainting the exterior of the building, which will have to be done in the near future. Some funds that had been budgeted for the sprinkler system can be reallocated for that purpose.
- Sue reported that the town will have to borrow an about \$125,000 of the \$448,753 cost of the renovation. The town has a line of credit with National Bank of Middlebury for this purpose with an interest rate of 2.09 percent and a payback period of five years.

Town Garage

- Mike Sunderland noted that the committee has planned for several projects related to the town garage, each budgeted separately. These include a garage addition, a hoop-framed shed for salt and storage, and a new wastewater disposal system. None are scheduled sooner than the 2021-2022 fiscal year. Mike recommended that all of these be combined into a comprehensive renovation of the garage facilities, to be undertaken when sufficient funds are available. The committee agreed with that recommendation. Jake suggested that the first step should be to budget funds for an engineering study and design for the

project, so it will be possible to estimate the cost and decide when to schedule construction.

Public Hearing on 2017-2018 Capital Budget

- After reviewing anticipated capital expenses for the next five years, the committee concluded that there is no need to ask for an increase in the budget for the next fiscal year. The committee voted to recommend keeping the budget at \$100,000 for the Capital Building Fund and \$130,000 for the Capital Equipment Fund.
- The committee voted to schedule a public hearing on the proposed 2017-2018 capital budget to coincide with the Select Board meeting on January 17, 2017.

The meeting was adjourned at 8:10 p.m.