

*Long Term Debt Committee
February 5, 2018
Minutes of the Meeting*

Attendance

Councillor Darcy	Present
Councillor Mackin	Present
Councillor McLaughlin	Present
Councillor Stanley	Present
Chairman Waddick	Present

Councillor Stanley moved approval of the February 5, 2018 minutes. Motion was adopted on a voice vote.

1. The Mayor respectfully requests an appropriation of funds in the total amount of \$236,000.00 to purchase one (1) street sweeper for the CPW Department. Under the EPA Administrative Consent Order, the City is required to clean streets on a greater frequency to minimize the effect of sand, salt and other street materials from entering the storm drain system.

FROM:

#600-440-3590-3590	Retained Earnings (sewer)	\$171,971.00
#603-000-2017-3590	Bond Premium-2017 (sewer)	\$ 64,029.00

TO:

#600-440-5800-6447	Sewer-CPW Street Sweeper	\$171,971.00
#603-440-2017-6447	Sewer-CPW Street Sweeper	\$ 64,029.00

Councillor Darcy moved to hear from an off committee member. Motion was adopted on a voice vote. CPW Director Mike Chiasson appeared before the committee. Councillor Darcy asked about the make and model of the new equipment being purchased. Mr. Chiasson said it was a 2018 Elgin Pelican NP dual street sweeper. Councillor Darcy asked how many pieces the department currently had. Mr. Chiasson said they have three, two of them are in working condition. Councillor Stanley asked Mr. Chiasson how many pieces of equipment does the department need to effectively street sweep the city. Mr. Chiasson said for now three is sufficient but he will need another one next year. Councillor Darcy made motion for approval. Motion was adopted on a voice vote.

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2. Councillor Stanley – Request dated 1-22-18

That the Traffic Engineer attend the February 5, 2018 meeting to discuss traffic related CIP needs in the Mayor's recently submitted CIP Plan.

Councillor Stanley moved to hear from an off committee member. Motion was adopted on a voice vote. Traffic Engineer Mike Chiasson appeared before the committee. Councillor Stanley told Mr. Garvin that he felt that capital planning was very important with regards to the traffic master plan. Mr. Garvin provided copies of his CIP plan to the committee. Councillor Stanley asked why he was waiting five years for the design of Goose Pond. Mr. Garvin said the Mayor's CIP plan is to request funding for five years out.

Mr. Garvin mentioned that some of his costs estimated are for design services only. Councillor Stanley mentioned that the City needs to know total project cost to fix traffic in the City. Councillor Diane Leblanc said she would like to see the committee suggest certain projects receive quicker funding. Councillor LeBanc said she is concerned that departments have not seen this year's CIP yet. Councillor LeBlanc asked about the Totten Pond & Lexington street traffic project. Mr. Garvin said that project is under the City Engineer Steve Casazza. Councillor Mackin asked about traffic impact fees, and how those funds can be used. Mr. Garvin said usually they are restricted to the area in which the project funds were received. Councillor Stanley asked how long it would take to implement the ten year master plan. Mr. Garvin said it depends on the timing of the funding.

3. Councillor Stanley – Resolution dated 1-22-18
That the Long Term Debt Committee begin reviewing the Mayor's Capital Improvement Plan.

Councillor Stanley said he thought the committee should bring department heads in to discuss their CIP. Councillor Stanley made a request that the Mayor inform all her departments heads that her CIP plan is has been distributed to the Council and give all of them a copy of it. Motion was adopted on a voice vote.

Councillor Stanley made a request that the Building Commissioner attend the next LTD meeting on February 20, 2018 to discuss his CIP plan. Motion was adopted on a voice vote.

Councillor McLaughlin moved to adjourn. Motion was adopted on a voice vote and the meeting was adjourned at 6:48 p.m.

Respectfully submitted,
Thomas J Magno - Clerk