



TOWN OF PAXTON
Capital Improvements Planning Committee
697 Pleasant Street
Paxton, MA 01612

Meeting Minutes for Thursday, February 22nd, 2018

Location: John Bauer Senior Center

Present: Jeff Kent (Chairman)
Forrest Smith (Vice Chairman)
Kateri Clute
Mark Love
Carol Riches

Absent: None

Additional: Mr. Michael Putnam, Superintendent, Paxton DPW
Ms. Cindy Love, Director, Paxton COA
Mr. Richard Fenton
Ms. Katie Riches

1. Chairman (JK) called the meeting to order at 7:00 PM.
2. Mr. Mike Putnam (MP) attended the meeting to discuss the following:
 - a. DPW FY19 Capital Request (Backhoe/Loader Replacement).
 - b. DPW FY20-24 Capital Projects/Future Requirements.
3. MP gave a brief overview of the backhoe/loader requirements and referenced the project proposal documents submitted to the committee on January 29th, 2018. MP stated that it is the only machine owned by the Town that does excavation operations and provided the following additional justification:
 - a. The current machine is showing its age and has over 7500 hours. There is play in the backhoe/loader range of movement and the hydraulic pumps leak, show signs of wear/tear, and experience intermittent loss of power. Estimate pump rebuilt cost is \$2K - \$3K.
 - b. There is severe rust under the cab and fenders, which is a safety issue and cannot be repaired; the only option is to replace with a new cab and fenders, at a cost of \$10K.
 - c. All of the backhoe and loader bushings and pins are worn, and the hydraulic lines have rust and scaling. DPW have made repairs to leaking and corroded lines, but are at the end of its lifespan and should be replaced. Estimate cost is \$2K.
 - d. The AC system does not work, due to rotted condenser lines that run along the

frame rail. Cost to replace is \$2K.

- e. It would cost \$30K - \$40K to refurbish, but the Town would still have a machine that is 15 years old with over 7500 hours. During the refurbishment we would also have to factor in a rental cost \$5K - \$7K per month for a similar machine.
- f. Cost to purchase/lease a new, similar machine (John Deere or Caterpillar) is \$149.3K.

4. MP stated that there were no changes to the DPW FY20-24 Capital Projects/Future Requirements list, but made the following comments:

- a. Although the ballot article failed last year, a new DPW Facility is still a valid requirement and should remain on the committee's program list. The requirement (initial design and site plan) can be pushed to a subsequent fiscal year.
- b. The dump truck fleet is aging and showing signs of wear and tear. A replacement for each dump truck is documented on the program list, but the financial costs may exceed the Town's fiscal resources. If the requirements surpass our financial capabilities, the only option is to reduce the truck fleet and town services.

5. Ms. Cindy Love (CL) appeared before the committee to discuss the requirement to purchase a new COA van. CL referenced the project proposal documents submitted to the committee on January 15th, 2018 and provided the following additional justification:

- a. The current van ('11 Dodge Caravan) has over 90K miles, and the repair and maintenance cost are increasing year to year. Maintenance cost in 2017 was over \$3000.00.
 - 1) The transmission is failing, cannot be repaired, and should be replaced. Estimated cost to replace the transmission is \$3K-\$3.5K.
 - 2) The van brakes and rotors are wearing out at a high rate, which is not typical and indicates a larger issue. In the preceding 3 years these vehicle parts have been replaced annually.
- b. The COA van service provides transportation to our senior population, 90% who cannot drive and need this service. Reliability, dependability, and safety is the cornerstone of this service.
- c. The COA provides van transportation to 25-30 seniors per week, Monday thru Friday. The Town will continue to see a noticeable increase in ridership as the senior population continues to grow.
- d. Harr Toyota provided a quote for a 2017 Toyota Sienna LE 8-Passenger Van. Purchase price is \$28,756.00 (MSRP \$33,535.00 minus \$2500.00 rebate). The committee questioned if the 2017 quote was still valid; CL stated that she would solicit quotes for a 2018 Toyota Sienna and provide said information to the committee no later than 29 February.
- e. CL further stated that the COA Board of Directors approved to allocate \$4000.00 from the "We Care Account" towards the purchase price of a new van.
- f. Estimated Trade-In value of the current van is \$5000.00.

6. JK thanked MP and CL for their presentations, and the committee relocated to the

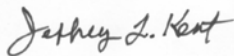
JBSC basement to inspect the heating system in the activities/exercise room, accompanied by CL and Mr. Fenton (RF). The committee made the key observations and points made:

- a. The room has two ceiling mounted electric heaters, one which has the power supply disconnected and is non-operational. There were also several floor-pedestal, plug-in electric heaters in the room (disconnected) to provide supplemental heat.
- b. The one heater was operating, and the ambient temperature in the room was approximately 50°F. CL stated that she maintains this temperature throughout the winter months when not in use.
- c. Both CL and CL stated that when their group (or an outside group) has a scheduled activity, they will turn up the thermostat several hours before the start of the event, and that the room temperature is “comfortable”.
- d. CL stated that the room is used sparingly but would like see increased usage. RF stated that he does not see the justification to spend over \$11K, since the use is minimal and the current system works.
- e. It is appropriate to note that the individuals who initiated the request is a senior exercise group w/paid instructor and is not associated with COA sponsored activities. JK stated that an alternative solution is to replace the aging ceiling mounted heaters with new energy efficient/infrared systems.

7. The committee moved back to the 1st floor meeting room. The Committee had no new business to discuss. No voting or recommendations were acted on by the committee at this time. JK stated that the next scheduled meeting is February 28th at 6:15 PM with the Fire Department at the Public Safety Complex.

8. Motion (KC) second (ML) to adjourn meeting at 8:35 PM. Unanimous all in favor.

Respectfully submitted by



Jeffrey L. Kent
Chairman