

Capital Planning Committee Meeting

10/2/2025

Minutes

In Attendance: Brian Fogue, Florence Bolduc, Robert Daley, Nick Chisano, Joey Ryan, Mary Ann Pease and Judith D'Alesandro

- Guests: Graig Gauthier, Selectboard and Andrew Alward, Town Administrator

5:30 Brian called meeting to order.

Officers were nominated and elected. Brian, Chairman, Florence, Vice Chairman and Mary Ann, Secretary

1.

- Brian distributed a departmental capital expenditure wish list, based on requests he received from Department Heads.
- The listing was broken down by dept., Item/Project - Estimated Cost - Urgency of request - Details/Reasoning for request.
- Those included on the form were Highway Dept. Fire Department, General Town Hall, Board of Health and Library.
**** The water Department had items not listed on initial report per Bob Daley that Brian will include in revised form.

2.

Submission forms were reviewed by departments.

* Highway Department is presently leasing an F250 P/U. Should the leasing payments for this be under the Highway budget or included as a Capital Expense Item?

* Discussed the Town Hall items, discussion about how old and when last the roof was repaired. Assessors' software was discussed, and Andy Myers will be giving a presentation at the next BOS meeting about other program options. Trying to time this for the beginning of next fiscal year.

* Fire Department is working on various grants to accomplish some of the items on their list as well as volunteer help from members.

* Board of Health needs a new compactor immediately. It was discussed purchasing one using free cash or leasing one which would include needed 3 phase and maintenance. Will continue discussion on this at next meeting.

* Library is working on grants to accomplish some of the items on their wish list. Librarian has already secured a \$10,000 grant and is submitting one for \$20,000 to help defray cost of bridge connecting library to park on Hampden St.

* Water Department was explained by Bob, it will take \$1.3 mill to fund the treatment plant over the next 10 years. They applied for an AMP (Asset Management Program) grant through the state. They were awarded \$61,800 to develop a proactive repair and management system to manage Chester Water Supply. Chester has 11.1 miles of active water pipe. Per Bob some of this piping is over 100 years old and needs to be replaced. They are actively working on other grants as well with the Town Administrator. They also would like to have a dedicated vehicle for the department, presently Tom Bean has been using his.

3. Andrew mentioned that weekly hours for benefits to be offered is over 20 hours per week not 30 as previously mentioned.

**** Discussed setting up more specialized stabilization funds and using ones already established for large capital expenditures.

Health Insurance rates went up 18% after budget was set for FY 26.

Brian will be doing individualized department project sheets and sending them to department heads. After they are returned Capital Planning Comm. will review again.

Next Meeting October 16th, 5:30 COA room.

Respectfully submitted,

Mary Ann Pease