



## TOWN OF HARWINTON

HARWINTON, CONNECTICUT 06791

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### CAPITAL EQUIPMENT COMMITTEE MEETING THURSDAY FEBRUARY 4<sup>th</sup>, 2016

Chairman, John Fredsall, called the meeting to order at 7:05 pm. Committee members present were, Tom Pollack, Dave Bousquet, and myself. Bob Santamaria was absent and Jim Savenella is south for the winter. The minutes from the previous meeting on September 23<sup>rd</sup>, 2015 were passed out and reviewed. Tom made a motion to accept with Dave's second, and the motion to accept was unanimous.

The agenda for this meeting was to go over the equipment needs for the 2016-2017, budget year. A review of the updated list of the capital equipment, owned and operated, by the Town was reviewed by the committee. It was noted that the depreciation amount has increased to a little over \$230,000 per year, and that the Town appropriated \$225,000 last year for equipment. The members appreciate the tough economic conditions that the Town and the State are experiencing but feel they would be negligent in their duty to not recommend to the Selectman and the Board of Finance the necessary equipment that is required. It makes good economic sense to replace equipment on a regular and timely basis in order to maintain reliability and limit costs related to repairs. Using this sound policy, as the Town has done in the past, certainly limits the strain on the repair budget and helps up-time of the equipment.

John presented his thoughts for the coming year for the committee to consider and made a note that the next truck up for replacement will be Unit #7, a 2005, 40,000 lb. plowing dump truck. John explained to the Committee that he would like to, if possible, keep the old truck as a backup because with the Foreman using Unit#3 during winter storms the Town only has small trucks to use should there be a major breakdown of one of the large trucks. He said that he has talked to the First Selectman about this idea and Mike agrees that it would make sense, especially since the trade-in value is only about \$15,000 to \$18,000. The truck would be worth more than that to the Town to keep as a backup and an extra truck during large storms. Another item is to replace Unit #14, the 2003 Boom Mowing tractor, which is 13 years old and is past its scheduled replacement date. This Tractor has had heavy use since it was the Town's first mower of this type and saw lots of use getting the Town's shoulders and site-lines into the good condition that they are today. The estimate for the new Unit #7 truck with a plow and related equipment is \$170,000. Unit #14 purchase estimate is \$160,000, which is on the State's bid list, which would eliminate the need for the Town to go out to bid. It happens to be the same Make and Model that the Town already owns, and affords a 10-percent discount. Another advantage is that two of the three different heads that the Town has are in decent condition and will fit this mower, which will save some money. Discussion followed and members agreed with the idea to keep the old truck as a backup and use the State bid for the purchase of the mowing tractor. It was decided to recommend \$170,000 for Unit #7 and \$160,000 for Unit #14.

The total for this year's equipment purchases would be a not to exceed budget amount of \$330,000. The committee believes that it should recommend to the Board of Selectman and Finance that they appropriate \$330,000 for Capitol Equipment, with \$230,000 being appropriated this year, which is the depreciation amount and the balance of \$100,000 from the Capitol Equipment Account, which has a balance of a little over \$150,000. The Committee has recommended for the last couple of years when purchases for the year didn't reach the depreciation amount that the balance be put into the Capitol Account for years such as this when two large purchases come due in the same year. After some further discussion a motion was made by Dave and seconded by Tom to recommend to the Boards of Selectman and Finance for their action, a budget amount of \$330,000, with \$100,000 of this amount being expended from the Capitol Account for this year's equipment needs. The motion carried unanimously.

John brought another item for the committee's review. He would like to purchase a small one-ton, dual drum drive, vibratory roller. The crews are doing many aprons when roads are resurfaced and the larger roller that the Town owns works well on road projects but is often too large to do these aprons. He would use a regular budget line within the Public Works budget that is used for rental and purchased equipment each year. With the relatively easy winter so far the odds of needing to rent a large loader or trucks seems less likely, which would allow money to make the purchase. The prices that John has obtained range from \$16,500 to \$19,000. There are not very many manufactures that make a machine this size, but John believes the \$16,500 machine would be more than adequate to do the job. Normally John would just get three quotes and make the purchase based on the price and which equipment best fits the Town's needs, but the cost of this roller is above the amount for one item that is usually made at one time so John would like the committees approval. Discussion followed. Tom made a motion to allow John to make the purchase with any existing funds, if available, within the operating budget. The motion was seconded by Dave and the motion carried.

In a bit of sad news, Tom announced at the end of the meeting his desire to retire and resign from Capitol Equipment Committee effective immediately. Dave and I thanked Tom for his more than 30-years of service explaining how his knowledge of Public Works operations and its equipment will be missed. John said he will search for a replacement so he can be in place when bids for equipment go out in late June.

With nothing else on agenda, the meeting was adjourned at 8:00pm.

John D. Fredsall  
Chairman, Capital Equipment Committee

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