

## Capital Improvement Committee Meeting Minutes

10/19/23

Members Present: Chair Doug Phelps, Roland Carter, Jim Hersey, Greg Stetson

Also Present: Kimberley Edelmann

Absent: Fred Lance

Chair Phelps called meeting to order at 10:04

Chief Joe Mahoney Presented info for APD. He submitted a completed survey for police cruiser CIP. APD currently has two front line cruisers plus reserve detail cruiser. With the addition of a third FT officer, Chief is eliminating the dedicated detail cruiser and adding a third front line cruiser. Each cruiser will have a six year life, a new cruiser will be purchased every two years. See form for remaining details.

Chief was asked about starting a capital reserve fund for a new station or station renovation. The current station was designed to be temporary about twenty years ago. It does not fit the needs of the current department. There are currently ideas and discussions, but no specific plan for a new station. Doug suggested Chief sketch a preliminary idea for a station. Greg suggested to keep it simple and just determine an adequate square footage, then we can apply an industry recommended cost/sf for a price estimate. This will get us a starting point to establish an account, then as plans develop moving forward, the figures can be adjusted. The one thing we know is that we will need to do something to address the space needs and it will cost money.

# Capital Improvements Plan

## 2023 Submission Form

**Department:** \_\_\_\_Andover Police Department\_\_\_\_

**Project Submission #:** \_\_1\_\_ of \_\_1\_\_

**Project Name:** \_\_Police Cruisers\_\_\_\_

**Target Completion Date:** \_\_Every 2 years\_\_

**Priority:** (check one)

\_\_\_\_ Urgent      \_\_X\_\_ Necessary      \_\_\_\_ Desirable      \_\_\_\_ Deferrable  
\_\_\_\_ Conceptual - Needs More Research

**Primary Effect of Project:**

\_\_X\_\_ Repair, improve or replace existing facilities or equipment  
\_\_\_\_ Expand capacity of existing services level / facility  
\_\_\_\_ Provide new facility or service capability

**Service Area of Project:**

\_\_X\_\_ Town      \_\_\_\_ Region      \_\_\_\_ School District  
\_\_\_\_ Street      \_\_\_\_ Bridge      \_\_\_\_ Village (Water) District  
\_\_\_\_ Other \_\_\_\_\_

**Rationale for Project:** (check all that apply; elaborate on next page)

\_\_\_\_ Removes imminent threat to public health or safety  
\_\_\_\_ Responds to Federal or State requirement to implementation  
\_X\_ Provides added capacity to serve growth  
\_\_\_\_ Provides incentive to economic development  
\_\_\_\_ Alleviated substandard conditions or deficiencies  
\_X\_ Improves the quality of existing services  
\_X\_ Reduced long-term operating costs  
\_\_\_\_ Eligible for matching funds available for limited time

Kimberley presented a partial survey for the highway department equipment, she is awaiting prices however.

Stetson moved to adjourn, Phelps seconded. Meeting adjourned at 10:55

Respectfully Submitted,

Gregory Stetson