

GOFFSTOWN CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
MINUTES TO MEETING OF JUNE 15, 2023

In attendance were Chair Kimberly Peace, Samantha Kearns—Budget Committee Representative, Kelly Boyer—Select Board Representative, Ellen Vermokowitz—School Board Representative, Brad Parkhurst—Member-at-Large, and Gail Labrecque—Member-at-Large/Recording Secretary, and Derek Horne—Town Administrator/Staff Liaison.

Kimberly Peace called the meeting to order at 6 pm. She asked the Committee to introduce themselves. She said they typically go over the minutes from the last meeting, but they were not distributed. The board will be doing it at the next meeting.

LIBRARY

Cathy Coughlin, Vice Chair of the Library Board of Trustees, said the Goffstown Public Library is almost 114 years old. It's listed on the National Register of Historic Places. When constructed in 1909, the library served a community of about 2,500 people. We now average 18,000 residents with minimal change to the building footprint. In 2018 the Library Board of Trustees conducted a community survey and are updating that survey currently. A foundation was formed in 2020. It's a 5-2-c (3). It is their fundraising arm. The foundation is doing work to prepare for a capital campaign. They are working with SMP Architecture and McFarland Johnson. They contracted with Bowen as a construction management firm. They help develop the numbers used in their projects throughout the process. They did a fundraising feasibility study in 2022. The bond vote failed in the spring and the reason was the cost. They are trying to break out some of the projects they feel they might be able to accomplish inside the current building. We still plan on needing an addition but are hoping if they can break out some of these projects, it will bring down that total cost. They have their operational budget, which are taxpayer funds. They also have unrestricted funds that are not taxpayer funds. They've been using the non-taxpayer money already to lay the groundwork towards this addition. It's what helped them purchase the grass lot next door. It's what paid for the survey, their fundraising feasibility study, and the building feasibility study. Their investment with their private, non-taxpayer, funds so far is \$447,470. They want to look into grants to pay for the project. Most require some sort of match. Some of the projects include refurbishing the historic windows. They are original to the building. They would not be a replacement because it's historic. They would have to be refurbished. It costs about \$3000 per window. Shelving would have to be removed to work around the windows. They talked about handicap improvements to the only public bathroom. They discussed the honor roll in the north room that has the gold leaf listing soldiers from Goffstown who have served in various wars, and there's other projects. In 2024 they are asking for \$200,000 to have money available for matching. They still have the rest of the building project on there and have moved it out to 2025. E projects that happen with grants would reduce the other price. The library does not get any impact fees as other departments do, and we don't have a capital reserve account. We rely mostly on donations. We hope the capital campaign will provide a good chunk, but it's not going to cover the whole project.

Kelly Boyer asked if these \$200,000 requested for matching for grants would be used for any projects. Will it be for grant matching only, or will it be used for projects? Will you maintain that \$200,000 for grant matching? As you receive funds for those grants, is it your intention to ever use that \$200,000 for any kind of building project. She's not talking about the grant money awarded, but just that \$200,000.

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Cathy Coughlin said the plan is this one-time amount to work on these specific projects. The goal is to be used for matching. Then it would be spent. We anticipate it would be a one-time thing to apply for grants because the majority need matching funds. They would use it for matching even if it had to be encumbered for another year. Their intent is to keep it available for matching for any grant that might come up.

Kimberly Peace asked if that is ultimately reducing the \$ 7.2M.

Cathy Coughlin said yes.

Kimberly Peace asked if there has been thought into revising the design. And how much grant money do you see reducing that \$7.2M total?

Cathy Coughlin said a rough estimate for the windows was \$3,000 per window and the library has 25. It would be a \$75,000 project. LCHIP is a 50% match, and they would need roughly \$35,000. That project would have been part of that \$7.2M so that is subtracted from the bulk of the project.

Kimberly Peace asked if she has an idea how much this \$200,000 could reduce the \$7.2M by.

Samantha Homan, Chair of the Library Board of Trustees, said some of the grants they explored were awards up to \$1M. It doesn't mean they would get awarded that amount, but there's potential for it. Some feedback they got last year was asking if there's anything they can do now because the whole project isn't a need right now. This is identifying the immediate needs of the building, then using the updated survey feedback to continue to address the things that are most important to library patrons in the community. We will see which of those projects we can pull forward to address in the more immediate future. That your fundraising organization more time to continue to fundraise, so hopefully, between the grants and the amount fundraised, they can reduce that overall project cost when it comes time to ask for it again.

Ellen Vermokowitz asked where the \$200,000 was coming from.

Cathy Coughlin said it would be on the ballot. It would be in the budget.

Town Administrator Horne said his suggestion would be a capital reserve fund. If it was in the budget, it would only be for that one-year appropriation. The only way to encumber it for the next year would be to have an active project that's under contractual obligation. A capital reserve fund would be more appropriate. That is a separate warrant article.

Kelly Boyer said ultimately the matching funds would still be used for projects.

Kimberly Peace asked if it's still realistic to have the \$7.2M on the matrix for 2025.

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Cathy Coughlin said they believe this is a project that should be moving forward. They're trying to get some smaller projects embedded in it to be done first. She does think it should be on the matrix, and that it's a necessary project.

Kimberly Peace asked, with the anticipated grants, should there be a lower amount looking at 2025.

Samantha Homan said they hesitate to adjust the amount without knowing the amount of grants they'd be awarded or which projects they'd pull forward. They want to keep the project earmarked, but without having an updated number they would hesitate to change it.

Cathy Coughlin said they can apply for multiple grants but there's no guarantee they will get them.

Kimberly Peace asked if they've considered phasing this project.

Samantha Homan said that's what they're trying to do. But part of that is identifying funds for the projects they can pull out as a phase one approach. They've talked about making a parking lot first period it's a big need in the village and for the library. They are expensive and don't have the funds available right now. Part of their exercise, in listening to the voter feedback, and planning from there, is deciding which projects they can address and how they can address them with the funds available.

Samantha Kearns asked if they could reduce the amount by \$200,000.

Derek Horne said they are pushing it out another year and construction costs will increase.

Cathy Coughlin said the first estimated cost was \$4M+/-, and it's grown because of inflation. We are actually just delaying the project and making it cost more in the long run.

Kimberly Peace said, if we delay the current proposal, it will get more expensive. She agrees. But looking at the numbers of voters and the response at the polls, bringing this project cost down would be more important than delaying it a few years. She worries, if the intention is to go back to the voters for another \$7M, they're going to see the same result..

Cathy Coughlin said they heard the voters. The project is already smaller than the original intent of the project. The architect said this is as minimalist as they could get. Our library is about the same size as towns with 5000 people, not 18,000. They put a lot of thought in care into the size and scope of the project.

Kelly Boyer said, on the submission for, it has capital campaign and grants, etc., in year 2025. What is that and why is it in the year 2025?

Cathy Coughlin said they won't get the capital reserve fund started until the next ballot in 2024. They'll be able to apply for grants until after that. It moves things ahead a whole calendar year. They will keep working on the capital campaign all through this current year and through 2024. That's why it's in 2025.

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We don't have a set date yet for the capital campaign to start. They are still getting some of the groundwork done.

Kelly Boyer asked if it's appropriate to still have the capital campaign and grants knowing it's not going to kick off until 2025, in the same year as a \$7.2M bond.

Cathy Coughlin said they're not looking to kick it off. They think they'll know what their pledges are by then. It's hypothetical and we can't put a number in there right now.

Kelly Boyer said if it's on there at all, it should be in both years—2024 and 2025. If the intent is to show that they're working on both of those things, it should be in both years.

Kimberly Peace said we have a deliberation session at the end of the process and may call you back to ask questions.

FIRE DEPARTMENT

Chief Shawn Murray said they have no major projects next year with the exception of the request of \$250,000 for the Fire Apparatus Capital Reserve Fund. That is carried from 2024 every year through 2029. Experience shows it's been very successful for them by planning ahead and committing this money. Last year they had funding to replace a fire truck. They had \$775,000 and were able to purchase a fire engine for \$705,000.

Town Administrator Horne said the capital reserve fund is not on the matrix. It shows as an offsetting revenue on the matrix. Page 6 of the Chief's presentation shows what the running balance would be if approved every year.

Chief Murray said they are expecting delivery of that fire engine in December. It took about 18 months to build it. It could actually take longer. They received a new ambulance at the end of last year. They had purchased a 2019 ambulance. It was involved in a motor vehicle accident, which bent the frame. Our insurance carrier has authorized us to have full replacement value. They just ordered a 2024 ambulance. Like fire trucks, it can be 18-20 months. It will affect the CIP program in a positive way because they'll have two brand new ambulances. In the matrix, they had looked to replace an older one in 2025. Then it would be another eight years or so before they would have to replace another ambulance. In 2025 is when they'll replace the 2017 ambulance they have now. Between 2024 and 2029, the only major significant purchase they'll have will be for a replacement engine to replace Engine 6, a 2005 engine. They estimate the cost for that will be about \$800,000 by then. They have command vehicle replacements in there, which they do through the budget rather than the CIP process. They have some boat replacements for about \$20,000. As they get closer to the replacement date, if the schedule is approved, then they'll look at the boats. If they're holding up well they'll move them out as much as they can. The proposed replacement schedule, from 2023 to 2043, is shown in his presentation on page five. They evaluate all of their boats and equipment to look at where they fit in on the schedule. If an opportunity allows them to move it another year because it's serviceable, it helps contribute to the overall CIP program. The most significant CIP proposed replacement they'll have will come in 2030 when they look to replace the tower truck. We were fortunate to get a federal FEMA Assistance to Firefighters

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Grant, which basically paid for the one we have. We would try to go for that grant again. If we are not successful, tower ladders are now projected at \$1.8M to \$1.9M. That would be a significant increase for them. We had a discussion with the select board, and perhaps a few years before we may consider increasing the \$250,000 per year to be able to make sure the funding is there for this. Currently our apparatus and vehicles are in good condition, and that's because of the support of the taxpayers and having this CIP program.

The Mast Road fire station improvement is coming up in 2026. We were able to finish the station 18 upgrade. Station 19 on Mast Road has been on CIP for quite a few years. In 2015, a committee put together a fire station improvement program. At that time, it was approximately \$1.6 million for the renovation of fire station 19. That estimate is about 8 years old. His plan is to meet with the Select Board to discuss that upcoming CIP project. There is another fire station improvement they've been working on. The Taxpayers warrant article to allocate \$20,000 to have a study done of fire station 17 on Tirrell Hill Road. Earlier this spring they put out an RFP. They had two or three vendors apply. They awarded the contract to Warren Street Architects. They are a NH company well versed in public safety buildings. They've been working on the study of Fire Station 17. Contractually, the report is due at the end of June. He'll need to go over this with the Select Board to discuss their thoughts and where it might end up as a CIP submission. It could potentially come forward next year for the CIP. Chair Boyer said the Select Board still has a lot of work to do to see if there is a need for that. The cost for the renovations just to see if the renovations are necessary, based on the coverage of the community. Chief Sullivan said he doesn't have any CIP equipment requests such as breathing apparatus, defibrillators, etc. They had that in CIP last year. Fortunately, they were able to get an EMS grant. They didn't have to spend that capital money. They have removed that item. Three to four years ahead they may be looking to replace self-contained breathing apparatus and some of that equipment that's very expensive. It could be in the hundreds of thousands of dollars if you do it all at once. They are still evaluating that.

Kimberly Peace said on line 40, the subtotals of fire vehicles after revenues doesn't mean we'd need \$250,000 from taxpayers because the CRF is in there. Town Administrator Horne said that is why there is \$250,000 requested in 2024 for the CRF. In 2025, the request is for \$320,000 because you're adding \$70,000. But when you have the big cost of \$800,000, that does not show up in 2026. That number, as currently proposed would be the number that would be in either separate warrant articles or smaller utility and command vehicles. Those would be contained in the CIP portion of the operating budget. The CRF goes to the voters every time you appropriate to a capital reserve fund. Kimberly Peace said, outside of the \$250,000 every year, the changes are pretty small as you look across that line. Kelly Boyer said the \$1.6M for Station 19 is the only project on the other page, so you'd have to add that. Town Administrator Horne said that's line 106 in year 2026. Samantha Kearns said the 2015 Chevy Tahoe that's being replaced is \$70,000. In looking at the proposal, the vehicle was bought in 2015 and has about 6,000 miles on it every year. In two years, it will have another 20,000 miles on it. Are we driving it a lot more? Town Administrator Horne asked if they have tracked hours on that vehicle. Chief Murray said he doesn't have the hours. The mileage is on the spreadsheet in the packet he gave to the Committee. The 2015 has 53,000 miles. The 2020 has 54,000 miles. Part of that is because they are used every day. They are also authorized by the Select Board for the Chief and the Deputy to take them home because they're on call 24 hours. They do tend to build up more mileage. The big transition year was in 2019 when they went from part-time station coverage to 24-hour coverage. That made a big difference because they now get

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more use and more travel. That's why he's suggesting, rather than every 10 years, they go every eight years. That way they can get at least some form of decent trade in value or perhaps even pass them down to other departments for non-emergency use.

POLICE DEPARTMENT

Police Chief Eric Sereno said tonight you'll see they've done it a bit differently the last few years. He talked of the vehicles and the building's maintenance and how they were deferring a lot. They were hoping to someday break ground and build a new building. He hasn't actually put a new building into CIP, and this year he has. In 2024 they are going to try to go with the three new cruisers like they always ask for. They've been doing that for many years, and it's been working. It's keeping their fleet at the top of the line to always service the community as everyone here expects. They are seeing significant issues with what he calls COVID cars. The three cars they bought in 2020 and 2021 have been the bane of their existence. They've seen several cars that have experienced over 200 plus days in 12 months at either Auto Fair or Unique Ford. They have 10 marked police cars, 5 unmarked staff and detective cars, one big command post that is also used for evidence collection, and their F150, which is their utility truck. Their target is to change out those ten police cars people see every day plus the staff cars that get recycled. Their experience is that these cars are having issues with the exhaust, the brakes are failing, the battery harnesses are having issues, and these are not always covered under warranty. 200 days in 12 months is hurting them. They put potentially 4 officers on the road, plus supervisors. This year in six months, we had four details per day that needed four police cars. With those cars and the cars that are in the shop it starts to weigh on our fleet. They've been trying to look at different ideas to see if they can explore a different option other than the Ford Interceptor.

They have seen a lot of agencies around them trying the Tahoe. They've heard from their mechanics that it seems the Chevy Tahoe isn't as difficult to repair, and the lead time is a little bit easier. They are seeing maintenance costs increase. The sourcing of parts is taking longer to get. They've also noticed with the interceptor cars, which are all-wheel drive, that the torque on these vehicles is causing the tires to wear faster. They are averaging 100 to 120 miles per car. They are usually out there for 12 hours per day idling. They are trying to get the three cars to keep them in top condition, but also explore potentially buying a different brand. The idea behind the Tahoe is that they are seeing Weare has one and Bedford is using them. Manchester has them. We have colleagues in smaller communities that have tighter roads that are using them. The Tahoe is a little bit bigger vehicle. That may be better for officer comfort. It may be as good on the tighter roads that are windy and take a little bit more to turn around. Based on some of the quotes they are seeing, they're about \$800 more than they are paying for the Ford Interceptors. Gas mileage is consistent with 17 miles for the Ford and 15 for the Tahoe. Same as we usually are, asking for three vehicles. This year we're going to try to see if we can get 2 Chevy Tahoe's to explore and see how they work for our agency. We've heard horror stories about the Dodge Chargers that other police agencies are using, and it seems other colleagues are liking the Tahoe.

Kelly Boyer asked if there is an agency or RSA that dictates the kind of vehicle they can purchase. Chief Sereno said there isn't anything that he's aware of that can tell him what they can buy and what they can't buy. For them, it's a matter of balancing what they need and officer comfort. This is their office 24 hours per day, 7 days per week. The other balance of that is the expense and what they're willing to do and pay for the community's sake. They had the Ford Taurus cars, but they did not work for them. The

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line-of-sight issues in the back weren't working for them. They've heard the same thing about the Chargers. They're see if this is something that's worthy.

Kelly Boyer said you have standards and requirements for your moving office. Are there other vehicles that other agencies use around the country? A huge issue we've had in the last few years is the ability to actually get the vehicles. She doesn't know if that is an issue with the Tahoe. She wonders if there are other options out there as well. We've had conversations about wanting to keep the same kind of cars so we can use parts. But that doesn't matter anymore because the old cars we have don't interchange anymore. Is there a reason we can't explore other vehicles beyond that? She's worried about Tahoe production and outfitting a Tahoe.

Chief Sereno said it's their decision as an agency and he would invite the community as well. For them, it's a matter of what other agencies are doing. He doesn't want to be the one agency that buys a vehicle that's a complete failure. It's a matter of researching it and trying it. The sheriffs across the street bought a Toyota Tacoma, and one of their sheriffs, the Community Engagement Officer, uses one that is fully marked with lights and everything. There are things saying we have to buy the Tahoe. We can explore anything. It's something different to look at to see about sourcing parts and if mechanics can work on them a little bit easier than Ford's.

Kelly Boyer said she's worried they'll have the same issues with the Tahoe's they've been having with the other vehicles. The outfitting doesn't even matter anymore because the stuff isn't interchangeable.

Chief Sereno said they could explore different vehicles.

Kelly Boyer asked if there is a way they could find out from the agencies that use them what model year they are. She's also worried about the Covid cars, knowing the issues they've had and the costs.

Ellen Vermokowitz asked what it is about those 2 years.

Chief Sereno said, because we had those issues with shortage on personnel, plants were shut down, he thinks there is a quality assurance issue. They are getting cars with issues with the exhaust that isn't welded properly and has a hole in it. The wire harnesses aren't working. A lot of other issues were coming up. They had a sensor light that was out. These items were not covered under warranty. They have a fleet, that was supposed to be two or three years old, sitting at the shop for 200 days per year.

Kelly Boyer said there was an issue that we couldn't even get them. There were manufacturing delays.

Chief Sereno said they ordered them in April, after the vote, in September, while on order, Ford just shut them off and said they're not making any more of them. They were told they could buy the newer models for \$15,000 more. They found three elsewhere. They are trying to figure out if it's just Ford. Is Chevy having issues also? We are trying to explore different options. It seems like there's no quality assurance coming off the line, and they're descending them out to try to get them out there.

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Brad Parkhurst asked if there is a way, when the vehicle comes in, to inspect and reject if there seems to be some faults.

Chief Sereno said they get them from the dealer. They don't take them to the mechanic to do a full sweep of the car. They bring them to their outfitter, who puts all the lights and other things on them, and then bring them to their decal person, and they are delivered to them after that. Some of the issues they were having were that they got the car, get it on the road, its serviceable, and months later, the wire harness burns up. The exhaust has an issue with it. They fought with the dealer over and over again because they thought it was an issue with delivery. Eventually they just had to pay the bill because a dealer wouldn't give them the car back. They are finding this stuff out months down the road. Once they give them the check and the vehicles leave the lot, they own it.

Kelly Boyer asked if there is any indication that the State bid will start covering cars with the Ford cut-off. Maybe he could try to get something else in the State bid. She asked why the costs are different per year.

Chief Sereno said he worked with Finance. They had so many issues. They're getting these quotes now, hoping they'll be good for when we buy the cars next year. They came up with an inflation number of what they've seen in the last couple of years and how it's worked. He's hearing speculations that this fall the market is going to blow up with the car market and everything's going to drop again. So, these numbers might change next year. It's hard for them to predict. They are getting quotes for the cars now for next year, and who knows what's going to happen. Who knows what will happen next year? They are putting these numbers because it's what they are seeing for a trend.

Kelly Boyer said knowing that and knowing about the cost going up above what we'd budgeted in years past, should we put together a capital reserve fund for police vehicle replacement so we can cushion those—similar to what we do with the fire apparatus.

Town Administrator Horne said the issue with a capital reserve fund is that you have to put it as a separate article. If they vote no, no means no. Then the Police Department is really impacted. The reason the fire apparatus one works so well is the purchases are so large that you're trying to reduce spikes, whereas, if you missed a year for the police vehicles and didn't get that deposit, then you're potentially going a whole year without the three cruisers. You're hurting the entire fleet.

Kelly Boyer said they've taken vehicles out of budgets before. She was trying to get a little creative.

Chief Sereno said Weare and Dunbarton still go to warrant for their vehicles. Vehicles in Weare went down so many times they were towing cruisers because they were going to emergencies and breaking down. They kept getting voted down over and over again. The parking lot expansion was in the budget years ago but was removed. It's becoming a problem for them. It's the grassy area that sits closest to the gardens. Employees park there. They had this in CIP before but removed it in hopes they would break ground elsewhere. It's not going that way and they need to take that grass and make it into more of a parking lot. They are having problems. When the lawn is mowed rocks are chipping cars. The bigger issue is in the winter. DPW plows that area for them, and due to drainage, it becomes a sheet of ice. It's now becoming a liability for employees. Two employees have slipped back there. So, they've brought this

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back and put it into 2024. It has to get fixed. They asked for a quote from Continental. DPW gets backed up on their own projects and can't help us. The quote they got was 150,000, which includes drainage. As it gets closer to budget season, they will get a more refined number. This is something their agency needs to work on for the sake of their employees. We can't park out front because that is visitor parking. For years they have been trying to get a new locker room. And taking it out of CIP but they're not building a new Police Department anytime soon. They need to focus on the women's room, the men's room, and the spare workout room they used to have. They have an idea of about \$250,000 as a placeholder for now. They need to focus on newer technology for lockers, a bigger space for employees to change, and new bathroom facilities. At some point he may be able to take some pictures, go to Londonderry PD, and then show the committee what a professional-looking locker room should look like. They have ceiling to floor lockers that people can put their things in. It keeps it clean and there's air flow in there to air out the bulletproof vests. He is putting that back in for 2026.

Brad Parkhurst said although it says expansion, this is basically within the structure you have now.

Chief Sereno said yes. They are trying to take the square footage they have and work with a contractor. They want to redo the bathroom areas with the showers and potentially the whole locker room area.

Brad Parkhurst said you're limiting space where you don't have enough space.

Chief Sereno said it is definitely a need. Had the ability to know they are breaking ground and they had conceptual designs for a new police facility, and if there was a light at the end of the tunnel, he would take this out of CIP. They would deal with it knowing a new building with new locker rooms is coming. But he doesn't know where they will be in five years. He has to keep the building moving forward with the locker room. When you look at our agency, and you consider the SWOT analysis, which is strengths, weaknesses, opportunities, and threats, the locker room, when people see it, it's a little depressing. Their lockers are from the high school from years ago. He's trying to keep moving forward and recruit and retain people.

Kimberly Peace said it is an important point. We lose money every time we lose a staff person who comes here and goes. It is important that people are satisfied with where they're working.

Chief Sereno said an officer can go out in a brand-new police car, and have the best technology, because IT really provides us with some great technology, but when they come into the building, they're looking at the walls that are dated from 1987. The lockers are from high school from years ago.

Ellen Vermokowitz asked if there's a police department community building committee that's been looking into the statistics of what we need. Where do we put it? Do we have land for it? It takes years to get something passed for the building of anything in this town. She's not sure the public is even aware that this is coming. She thinks getting something put together that involves the general community might be extremely helpful in determining the needs and for the voting public to understand what this is about. If we need that coming up in the future it takes years to get something like that put together and passed. It might be time to do that.

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Chief Sereno said she's right. He's all about our community. They've been talking to the Select Board since 2019 about it. They were putting their all their eggs in the basket with the county land next door. He and Town Administrator Horne have met their match in trying to make progress there. The county has been put in a position where, if they do try to sell that land, they have to sell it to the general public. We know that Dunkin' Donuts wants that land, and they probably have more money than the Goffstown Police Department to buy that land. Their biggest holdup is finding a place they can call home. Once they find a home, they can start to use impact fees and other funds to start working with a committee and an architect to have a conceptual design. But he doesn't know how much land they'll have, and they don't know which way the building will go. His hope is that, now that it is on CIP and they're going to start talking about it in the community, is to figure out where they're going to put this in Goffstown and to have a committee with community members, business owners, the Police Department, and a lot of stakeholders who can understand it and help them balance their wants versus needs.

Ellen Vermokowitz said the first thing is the land.

Kelly Boyer said they are restricted by location and that makes it very difficult.

Chief Sereno said he had a great meeting with Steve Monier, who was the former police chief, and was instrumental in getting the Police Department out of this building and putting it where it is now. They started planning that building in 1982. By the time they got through the process, it got voted in in 1986. And they built it in 1987. The difference there was they had money from a federal grant that gave them the EOC, and that was about \$300,000. They had a land swap deal with a private business that paid \$200,000. They built the Police Department at no expense to the taxpayer and it's almost 43 years old and is still standing. That's one of the reasons they can't build upwards in this building. It was built with residential 2 x 4s. The land is a little more than two acres. That was built when they had 19 employees and now we have 42 to 45 employees. His vision is what Goffstown will look like in 10, 20, or 30 years as it's growing. We need to have that kind of sustainability and growth. He put it at \$20M as a placeholder. He based it a little bit on Wells, Maine, which is the same size as them. In 2016 they built a safety complex that was about \$15M. Really this is the start of talking about it officially. They have some ideas on some land but have to navigate that spot. Once they find the land they hope to start putting things together. The committee that worked with them in 1982 happened to be an architect who donated all of his services to the town. In 2017 they had a company come in and looked at the building and their needs. Without changing the square footage, they reconfigured it and gave them a footprint. That was \$3M just to switch the floor plan. There was no expansion of the square footage. As we grow as a community, and the agency is growing, \$3M to change walls and some AC, we felt it wasn't worth it. The last thing they are going to need is their records management and computer aided dispatch software. That is the backbone or nervous system of their agency. All the dispatchers, police officers, and support services uses this main software. It houses all of our records and all of our data. When we are dispatching fire, police, and EMS to calls, they use the software. They had new software installed in 2013. That company is not working with them for this outdated software. They're now trying to sell their new software. So, we've been looking at different vendors. One quote we received this year was about \$650,000 plus an \$86,000 per year operating cost. The overall cost for that first year was about \$737,000. It surprises him that software costs that much money, but we are at the mercy of technology now. They have to take a couple of years to figure out the best fit for their agency.

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Kimberly Peace said, given it's a priority #2, do you feel it can wait until 2027? She asked about the numbers in the matrix.

Town Administrator Horne said \$86,000 of that was the recurring operating costs. He pulled it out and put it in the comments.

Kelly Boyer said it would be budgeted.

Chief Sereno said it was in his notes for 2026 and on the spreadsheet it is 2027. At this point, somewhere in those years they have to get this done. They could probably use it before then, but he has to wrap his head around the money. He doesn't want to jump into it. The software they currently use is used by just about every agency in the state of New Hampshire. It really works for them because they're interconnected. Other agencies that have a different mechanism in their communities from funding are buying another software. And everyone is jumping into that. He's hesitant right now and isn't ready to jump into the same software every agency is doing. They have been hearing rumblings from different agencies. They are trying to do their due diligence and explore several options. But they needed to see a number for where they were at. This company gave them a number and they went to see it. They gave them a big demonstration, and from his understanding it was pretty good.

Samantha Kearns asked if this would remove a lot of the paper they have in their office.

Chief Sereno said he doesn't think so. Of their paper problem is that they have to keep some of it. They are required by law that all arrests have to be kept indefinitely. It will help the future because eventually all the arrests will be digitalized. What you're seeing now is from the 1960s and 70s. We have to keep all those records.

Ellen Vermokowitz asked if this cost includes security for that software.

Chief Sereno said he doesn't know. But, if they are paying \$86,000 per year for operating costs, that should include the software updates and security things.

Officer Geoff Pinard said it does.

Chief Sereno said the software will patch itself like Windows does, and we also have the network security that our IT has to deal with for cyber-attacks.

Kimberly Peace said there are 2 items in 2026. There is one for \$250,000 and one for \$651,000. There is nothing in 2025.

Chief Sereno said they could move the software to 2025. He thinks it's a good idea. He can make the changes and resubmit it. It's \$651,975 for the software, but you add the operating expenses for the first year, which are \$86,000. The total for the first year is \$737,058.

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Town Administrator Horne said he can make that adjustment to the matrix, but suggested the Committee wait until the school presents before moving items around. That year is significant for the school.

Chief Sereno said it is a good idea. They are at the point that they're ok but are getting to the point where it is a problem. We can go past 2027. He would be coming to the board to tell them things are failing. That suggestion may be something worth thinking about, even with the school.

Kimberly Peace said instead of voting to make that change tonight, we'll take it into consideration when we look at the matrix as a whole. On June 29th, the School District will present to the CIP.

Gail Labrecque said she won't be at the meeting on July 20th.

Samantha Kearns said our next meeting is June 29th, then we don't have a week off but have another meeting on July 6th.

Ellen Vermokowitz made a motion to adjourn. Brad Parkhurst seconded the motion. VOTE: 6-0-0. All in favor. Motion carries.

The meeting adjourned at 7:29 pm.

Respectfully submitted,
Gail Labrecque
Recording Secretary

These minutes are subject to approval by the CIP Committee.