

**Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053**

Draft Minutes of the October 24, 2017 Capital Planning Committee Meeting

Committee members present: John Moore, Scott Woodward, Hunter Ulf
Others present: Kevin Rice, Chief, Pomfret-Teago Volunteer Fire Department

The meeting commenced at 6:00pm.

The Capital Planning Committee invited Chief Rice to the meeting to discuss the Fire Department's capital appropriation request of \$70,000 for FY2019. Of this amount, \$60,000 is to fund the purchase of a new fire truck - \$60,000 for the next ten years for a truck anticipated to cost \$600,000. The other \$10,000 of the overall request is for replacement of Personal Protective Equipment (PPE), including "bunker gear" and Self-Contained Breathing Apparatus (SCBA).

Chief Rice shared a great deal of helpful information about current staffing, regionalization, expected service life of equipment, as well as the Fire Department's fundraising efforts.

Chief Rice indicated that the service life of SCBA is fifteen years and PPE has a service life of ten years, but can be stretched out. The Fire Department currently has five sets of 2005 bunker gear, which will need to be replaced in 2020. The group discussed whether it made sense to include bunker gear as part of the operating budget since it's a regular purchase item and costs \$1,600 to \$2,000 per set. The Fire Department would generally plan to replace one set per year, or as needed. The Fire Department has traditionally funded with its own money 1 of every 6 SCBA units purchased (20% of the cost of all units).

As it relates to the purchase of fire trucks, the group also discussed the same approach being used to purchase high-dollar Highway equipment – that current taxpayers should fund 50% of the projected purchase price (by annual contributions to the reserve fund), while future taxpayers would pay the other 50%, either through tax appropriations or by financing. Chief Rice mentioned that the fire department has always planned for two main attack vehicles, one at each end of Town. After discussing what the future might look like and current staffing levels, it remains an open question whether two trucks should always be funded.

Chief Rice indicated that the Fire Department raises about \$20,000 per year with its annual appeal letter, as well as additional money through the pancake breakfast and annual ox pull. For now, the Fire Department intends to use all of that money to purchase a new mini-pumper. The group discussed that some of the Fire Department's fundraising money could be put toward the purchase of a new fire truck after the mini-pumper is purchased. Chief Rice also noted that Pomfret could benefit from having an off-road, fire skid unit mounted on an ATV for hard to reach areas, such as brush fires.

The meeting adjourned at 8:00pm.

Date drafted: October 28, 2017

Date approved: TBD

Respectfully submitted,

Scott Woodward