



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, including back up information, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to the requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: October 5, 2022 Date of Meeting: October 13, 2022
 Submitted by: Kyle Fox Time Required: 15 Minutes
 Department: Public Works Background Info. Supplied: Yes No
 Speakers: Kyle Fox, Lori Barrett

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
Public Hearing:	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input checked="" type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

TITLE OF ITEM

Request to withdraw up to \$610,000 from the Highway Equipment Capital Reserve Fund

DESCRIPTION OF ITEM

The Department of Public Works, Highway Division is developing bids with the Finance Department for the purchase of seven (7) new vehicles/equipment that were included in the approved 2022 – 2028 Capital Improvement Program.

REFERENCE (IF KNOWN)

RSA:	Warrant Article:
Charter Article:	Town Meeting:
Other:	N/A:

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input checked="" type="checkbox"/>

CONTACT INFORMATION

Name: Kyle Fox	Address:	6 Baboosic Lake Road
Phone Number: 603-424-5137	Email Address:	kfox@merrimacknh.gov

APPROVAL

Town Manager: Yes No Chair/Vice Chair: Yes No

Hold for Meeting Date:



TOWN OF MERRIMACK INTER-DEPARTMENT COMMUNICATION

DATE: October 5, 2022
AT (OFFICE): Department of Public Works

FROM: Kyle Fox ^{XF}
Public Works Director

SUBJECT: Request to expend from Equipment Capital Reserve Funds

TO: Paul Micali
Town Manager

The Department of Public Works is preparing to work with the Finance Department to solicit bids for a number of vehicles and pieces of equipment that were included in the approved 2022-2028 Capital Improvement Program. I am requesting that the Town Council be asked to approve withdrawal of budgeted amounts from the appropriate Equipment Capital Reserve Funds (CRF) for the vehicles and equipment.

The volatility in the market for vehicles and equipment has been evident in recent bids with vendor bids including language indicating pricing on the bid is only good for very limited time frames. This volatility makes it difficult for the Town to obtain the best pricing and to react to the limited supply. With the authority to spend up to an approved amount on vehicles and equipment, the Town can better execute bids to procure the best equipment for the Town at the best price. The vehicles and equipment that we are seeking approval to fund through CRF withdrawals are listed below with an expected 'not-to-exceed' budget amount.

Funding Source	Vehicle	Vehicle/Equipment	Budget Cost	Total by Funding Source
Solid Waste Equipment CRF	L-8	4-WD Pickup Truck with Plow	\$50,000	SWECRF - \$50,000
Highway Equipment CRF	H-5	4-WD Pickup Truck with Plow	\$50,000	HECRF - \$601,000
	H-29	6-Wheel Dump Truck with Plow	\$210,000	
	H-32	6-Wheel Dump Truck with Plow	\$210,000	
	H-41	Field Tractor	\$55,000	
	MB-7	Portable Changeable Message Sign	\$20,000	
		Athletic Field Groomer	\$41,000	
	MN-080	Brine System	\$15,000	