



STAFF REPORT
Public Hearing 9-5-23

AGENDA ITEMS #: 23-94
COUNCIL MTG OF: Tuesday, August 15th
FROM: David Caron, Town Administrator
OFFERED BY: Raymond Fontaine, Taylor Library Board Chair
PREPARED BY: Raymond Fontaine
SUBJECT: Request for use of Capital Reserve funds for Fire Alarm System Replacement

PURPOSE: To be added to the Town Council agenda for the Tuesday, August 15th meeting to request the use of Capital Reserve Funds to pay for Johnson Controls to replace the malfunctioning fire alarm system at the Taylor Library. Asking for use of up to \$20,000 from the fund to cover the projected costs from the quote, plus possible wiring overages and annual monitoring fee.

TOWN ADMINISTRATOR COMMENTS:

The requested funds are to be sourced from the Taylor Library Capital Reserve Fund for essential repairs to the building. This request is crafted in the form of a Supplemental Resolution, as the original creation of the fund did not designate an Agent to Expend. To maintain consistency with other Capital Reserve Funds and to promote efficiencies, the attached Resolution also designates the Town Council as Agents to Expend to expedite future requests to use these funds.

BACKGROUND: There has been an ongoing issue with the fire alarm system at the Taylor Library. During the last test of the system, it was noted that it is not working properly and needs to be replaced.

DISCUSSION: The Board of Library Trustees has determined that the system needs to be replaced and the Library's Capital Reserve Fund, as established in 2001 is designed to support the physical facility.

FISCAL IMPACT: The Taylor Library Capital Reserve Fund maintains a balance in excess of \$342,000 and is adequately funded to support this request.

RECOMMENDED MOTION: Please see Resolution #2023-063.

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RESOLUTION

Number 2023-063

To Approve a Supplemental Appropriation for a Fire Alarm Panel at
Taylor Library

WHEREAS, the Town Charter establishes the Town Council as the appropriating authority of the Town and as such it is empowered by Section 9.6 of the Charter to make supplemental appropriations after the annual budget is adopted; and

WHEREAS, the fire alarm panel at Taylor Library is obsolete and in need of replacement; and

WHEREAS, a Capital Reserve Fund was established in 2001 for the maintenance of the Taylor Library; and

WHEREAS, the Taylor Library Board of Trustees has requested authorization to utilize a portion of the fund for this purpose; and

WHEREAS, government efficiencies will be realized by naming an Agent to Expend to disburse these funds in the future.

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the sum of Twenty Thousand Dollars (\$20,000) shall be appropriated from the Taylor Library Capital Reserve Fund to finance the replacement of the fire alarm panel.

FURTHER, pursuant to RSA 35, the Town Council is hereby designated as the Agent to Expend for the Taylor Library Capital Reserve Fund.

This Resolution has been adopted by two-thirds majority of the entire Council as required by Charter and shall take effect immediately upon its passage.

Adopted: September 5, 2023.

Attest:

X _____

Charles Foote, Council Chair

Date: _____

X _____

Cristina Guilford, Town Clerk

Date: _____