

## MINUTES

### **Sanbornton Capital Improvements Program Committee (CIPC)**

**Meeting Date and Time:** Monday, November 27, 2017 at 6:00 PM

**Meeting Place:** Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Chair Andy Sanborn at 6:00 PM.

**Present:** Nina Gardner, Citizens' Representative; Andy Sanborn, Chair/Citizens' Representative; Justin Barriault, Budget Committee Representative; Selectman Katy North

**Approval of draft CIPC minutes from 11/6** – Selectman Katy North made a motion to approve the draft minutes of 11/6 with corrections. Nina Gardner seconded the motion and the motion passed, with Justin Barriault abstaining.

#### **New Business**

**a. Placeholders from Police Department** – Chair Andy Sanborn stated that the Police Chief has submitted the requested dollar figures as placeholders in the CIP plan, which may change in the future. Selectman Katy North made a motion to accept these figures for the CIP plan and Nina Gardner seconded the motion. The motion passed unanimously.

**b. Selectman's Report** – Selectman North explained that the BOS may submit another capital request for a new alarm system; the current alarm system in the Town Offices cannot be supported by the current alarm provider. The CIP Committee may also see a request for a second compactor for the Transfer Station. Both requests would come out of the Town Building Improvements Capital Reserve Fund. Selectman North also stated that she only received trust fund balances per the inquiry to the Trustee of the Trust Funds for updated capital reserve fund balances, so the BOS will ask for these figures again.

**c. Highway Department requests** – Highway Department Director Johnny Van Tassel provided a road improvements schedule to the Committee for the capital request of \$600,000. He explained that he is still working on this document and does not have figures for all the roads at this time. He would like to have a small portion of Taylor Road paved as it is gravel now and difficult for even the plow trucks to travel in storms. Selectman North stated that the bids for Leavitt Road and Collesion Road total \$79,000. Nina Gardner stated that money spent on road repair is well spent.

A request for \$175,000 to replace a 2010 5-ton dump truck (Truck 3) was submitted. Chair Andy Sanborn asked if the Highway Department has the correct trucks for what the Town needs. Johnny Van Tassel responded that the trucks are adequate but a proper maintenance plan is needed, which he is working on. He also noted that smaller trucks would be advantageous for Sanbornton's smaller roads and stated that Truck 4, which was on the replacement schedule for FY19 at \$100,000, should also be replaced, but he didn't want to ask for it for FY19 due to cost. Justin Barriault asked if Truck 4, an F-550, needs to be equipped with a wing and extensive plow package which are added costs that may not be necessary. Johnny Van Tassel responded that it does not. Justin Barriault suggested that he gets a new quote and then submits a new request for both Truck 3 and Truck 4. Truck 3 would be on the CIP plan \$35,000 for 5 years, and Truck 4 would likely be on the plan for 5 years at \$13,000 a year (and should be a \$65,000 truck with reduced plow package).

The request for bridge maintenance totals \$100,000, as in years past. Johnny Van Tassel stated that Prescott Road will need extensive repair and isn't sure what the State will require. All were in agreement that \$100,000 is an appropriate amount for the request.

#### **Other Business**

**a. CIP future meetings for financial planning** – Chair Andy Sanborn asked the Committee if they would like to continue to have meetings to do more extensive financial planning. Selectman North stated that the BOS has not discussed this. Nina Gardner stated that she does not feel it is worth the time and energy if the BOS does not support this. Justin Barriault stated that this should be discussed when Jody Slack and Dick Gardner are in attendance as well. Selectman North also noted that the CIP Committee is under the purview of the Planning Board and that they would need to be asked about this as well.

**UPCOMING MEETINGS:**

**Monday, December 4<sup>th</sup> at 5:30 PM for voting on CIP requests.**

**Meeting adjourned at 7:25 pm.**

Respectfully submitted,  
Audry Barriault, CIPC Secretary