

## MINUTES

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

**Meeting Date and Time:** Tuesday, November 14 2016 at 5:30 PM

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

The meeting was called to order by Craig Davis at 5:30 PM. All in attendance recited the Pledge of Allegiance.

**Present:** Craig Davis, Citizens' Representative; Julie Lonergan, School Board Representative; Dick Gardner, Planning Board; Andy Sanborn, Chair/Citizens' Representative, Nina Gardner, Citizens' Representative; Craig Weisman, Budget Committee Representative; Katie Ambrose, Town Administrator; Katy North, Selectmen's Representative.

**Approval of draft CIPC minutes from 10/18** – Dick Gardner made a motion to approve the draft minutes of 10/18 with corrections to a typo. Nina Gardner seconded the motion and the motion passed, with Craig Weisman abstaining.

### **New Business**

- a. Review and discussion of purchase requests from department heads** – The CIPC reviewed the following requests:

**Fire & Rescue:** Fire Chief Paul Dexter requested painting for the exterior of the Life Safety building, but Nina Gardner stated this is already included in a purchase request from the Selectmen for building maintenance, so this request will be disregarded. The narrative accompanying a request for a new ambulance states that the ambulance will allow the Town to respond to 15 more calls per year and generate revenue. Craig Davis mentioned that another ambulance would require more paid personnel. The Fire Chief's request for a fire truck as part of a regular ongoing replacement plan and no issues were seen with this. The request and accompanying replacement plan for a forestry truck appears to be included in the request for the fire truck, and the Committee would like to ask about this and the other requests when Chief Dexter attends the CIPC meeting on November 28<sup>th</sup>.

**Police:** Police Chief Steve Hankard's request for a new police vehicle is an annual request and no issues were seen with this. Craig Weisman mentioned that there may be a cost savings if capital reserve accounts were funded each year to save for a new vehicle rather than financing and paying interest. Selectman Katy North explained that sometimes lease-purchase models are more advantageous due to maintenance being included in the price. The Police Chief also requested a concept and design for a new police station. Selectman Katy North stated that engineering studies for the Town's buildings are being looked at now and those would include the station. Nina Gardner stated that residents may not be interested in funding this if additional monies were voted on last year for renovations to the same building. Selectman North explained that this has been brought up before, but that all renovations for the police station will be able to be repurposed by the next group to use the space, or can move with the police station (such as lockers).

**Board of Selectmen:** The Board of Selectmen submitted a request for milfoil and phosphorous reduction. Selectman Katy North stated that there is a joint effort in the works to reduce phosphorus with neighboring towns. The Selectmen also requested funds for ongoing maintenance and building repair which the Town has not previously funded, rather fixing building issues as they arise. Town Administrator Katie Ambrose mentioned that department heads are beginning to plan for maintenance issues that may arise in the future. Funds for restoration of the Town Hall were also requested. Craig Davis stated that the cost for contractors specializing in historic buildings is much higher than that of regular contractors. TA Katie Ambrose stated that the reason for hiring these specialists is so that the buildings qualify for L-CHIP grants in the future. Capital reserve funding was also requested for building improvements, and TA Katie Ambrose mentioned that this would probably be used for equipping town buildings with generators.

**Recreation Commission:** The request for a Recreation Commission Building was proposed as it was last year.

**Department of Public Works:** Per suggestion of Nina Gardner the Department of Public Works increased their request for Class 5 road repair from \$500,000 to \$600,000. A road reconstruction plan was also provided by the DPW Director and dollar figures for that plan are forthcoming. A request to maintain the \$100,000 bridge fund as part of a bridge replacement plan was also proposed. Previously submitted requests for DPW trucks, totaling six trucks through year 2023, were submitted.

### **Other Business**

#### **\*\*IMPORTANT DATES\*\***

Meeting - Monday, November 28th at 5:30 (to discuss request with departments):

Police Chief – 5:30

Fire Chief – 6:00

Rec Dept Rep – 7:00

Meeting - Monday, December 5th at 6:30

Final recommendations from the CIPC to the Board of Selectmen are due December 9th.

**Meeting adjourned at 7:15.**

Respectfully submitted,

Audry Barriault, CIPC Secretary