

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Monday, November 12th, 2018 at 6:00PM

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

The meeting was called to order by Chair Andy Sanborn at 6:05 PM.

Present: Jody Slack, Planning Board; Debra Schneckloth, Planning Board; Andy Sanborn, Chair/Citizens' Representative; Nina Gardner, Citizens' Representative, Kate Osgood, Budget Committee; Selectman Katy North

a. Discussion of FY20 Department Requests – Chair Andy Sanborn stated that the process for recommending CIP requests last year involved a meeting to review the requests, then inviting department heads to ask questions, and then another meeting to vote on the requests. He asked the other members if they would like to use the same process this year and all members agreed. He also asked if the order of review should be Fire, Police, Highway, then Board of Selectmen and all members agreed.

The Committee discussed the following requests:

Fire Department: Selectman Katy North stated that the request from the Fire Chief includes multiple options which should not be decided on by the CIP but rather should be presented to the BOS. Nina Gardner made a motion to table discussion of this request pending the BOS's discussion with the Fire Chief. Jody Slack seconded the motion and the motion passed unanimously.

Police: Nina Gardner stated that she would like to ask the Police Chief if he plans on requesting SUV's instead of sedans moving forward. She also noted that one purchase of a police cruiser is being deferred as in past years, but that it is still on the CIP plan so that taxpayers are not surprised in case a purchase is needed.

Highway: Nina Gardner stated that it looks like there is a correlation between the money available for roads and the road work getting done, as seen on the spreadsheet provided by the Highway Department Director. She asked if \$700k should be requested instead of \$600k, as there may be an oil shortage next year leading to more expensive asphalt. Selectman North noted that there is a study of town roads being conducted right now. Nina noted that she isn't sure if more money is needed but just wants to make sure that it is available to the Highway Department if it is needed. Selectman North mentioned that there is still \$136k available to the Highway Department for equipment and road work from a State block grant.

Selectman North noted that the pick-up truck at the Transfer Station is not on the CIP plan but should be.

Nina Gardner noted that there needs to be more clarity on the request for Truck 1 as it is already on the plan yet is being requested again. Chair Sanborn explained that he has spoken with Highway Department Director Johnny Van Tassel and that the Committee will begin hearing requests for outright purchases versus leases. He noted that members should be prepared to ask questions about this when the Director comes before the Committee at the next meeting. Chair Sanborn explained that there is also an issue with the trucks needing to be sold at auction after their lifespan, when they could sell for more if sold outright. Selectman North responded that this is due to how the warrant article is written. Nina Gardner stated that the Committee should ask

Director Johnny Van Tassel if there are any bridges that will need work this year or soon as those are expensive to repair.

Board of Selectmen: Chair Sanborn explained that the BOS request for Town Building Improvements includes a request for \$14,575 to replace the alarm system at the Library. Library Director Marcia Haigh explained that the current devices are aging out and the Fire Chief would like the Life Safety building, Town Offices and Library to use the same alarm provider which already services the Highway garage. Selectman North explained that the total BOS request for Town Building Improvements for \$25k is to replenish the fund; this request also includes a new shed for Hermit Beach (\$2,954). For Facilities Maintenance and Repair, Selectman North explained that this fund needs \$35k to be replenished but the BOS is requesting \$65k, as this fund was over-expended by \$30k in FY18. Selectman North explained that the \$5k requested for the capital reserve fund for Milfoil and Phosphorous Reduction is provided to a group conducting a study on milfoil right now. They will then present their findings to the BOS.

Selectman North explained that the Police Chief has provided a CIP request for a new building concept which the BOS is taking under advisement. The BOS is waiting on a report to develop a plan for Town buildings which would include the police station.

b. Minutes - Nina Gardner made a motion to approve the draft minutes of 10/22. Kate Osgood seconded the motion and the motion passed unanimously.

Meeting adjourned at 7:35 pm.

Respectfully submitted,
Audry Barriault, CIPC Secretary