

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Tuesday, November 24th 2020 at 7:00 PM

Meeting Place: Zoom – Virtual Only

The meeting was called to order by Chair Andy Sanborn at 7:00 PM.

Due to the COVID-19 crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, a statement was read by Chair Andy Sanborn explaining that the Budget Committee was authorized to meet electronically.

Present: Andy Sanborn, Chair/Citizens' Representative; Nina Gardner, Citizens' Representative; Kate Osgood, Citizens' Representative, Bob Lambert, Budget Committee Representative; Selectman Jim Dick

Minutes – Bob Lambert made a motion to approve the draft minutes of November 2nd. Nina Gardner seconded the motion and the motion passed with votes as follows: Sanborn/Yes; Gardner/Yes; Osgood/Yes; Lambert/Yes; Dick/Abstain

New Business

a. Discussion of updated Highway requests – Highway Dept Director Johnny Van Tassel submitted revised requests based on CIP suggestions. He has corrected the original submission of \$100,000 for bridges; the request is now for \$150,000. Nina stated that the FY21 request was also for \$150,000 due to some red-listed bridges that will be expensive to fix. For Road Repair & Construction, the revised request is for \$600,000, and Johnny detailed where those funds would be going: Shim and overlays on Burleigh Hill at \$65,000, Shaw Hill at \$114,000, Weeks Rd at \$50,000, Prescott Rd at \$100,000, gravel road recovering and resurfacing at \$100,000 for material, ledge removal on roads such as Eastman Hill at \$71,000, and \$100,000 to remain in the CRF for future road projects.

Selectman Jim Dick explained that Board of Selectmen set the tax rate last week; the increase was originally \$1.52 above the current rate but the BOS adjusted that to \$.96 by using money from the unassigned fund balance. He stated that \$.76 of that \$.96 is from capital outlay, not the operating budget and asked CIP members to keep that in mind.

Chair Andy Sanborn asked if Selectman Dick checked on the discrepancies in the CRF balances he was going to check on; Selectman Dick responded that these funds are actually correct and money is not assigned to each fund until the end of the fiscal year.

b. Discussion of BOS requests – Selectman Dick explained that there is \$127,000 in the Town Facilities Maintenance and Repair CRF but the library roof (\$25,000) hasn't been done yet; they are hoping to get better bids in the spring for this. The BOS usually puts \$65,000 in this fund each year but they have decreased this request to \$50,000 as there are no specific plans for the fund at this time. About \$12,000 of the \$50,000 would be set aside for projects at the Transfer Station. He would like to work on a comprehensive maintenance list for the Town next year to have a better plan for how to spend these monies.

The current value of the Town Building Improvement and Design CRF is \$118,000; the BOS is recommending \$160,000 which includes \$135,000 for the expired highway garage bond (which is already included in the tax rate) to be used towards some type of Town building/renovation project. The remaining \$25,000 is what is usually requested each year for this CRF. The BOS is

requesting \$25,000 for the Old Town Hall Repair and Restoration Fund, though Selectman Dick explained that there is still no Old Town Hall Steward so there is no clear maintenance plan for the building. The BOS hopes to establish a committee to work on this. He noted that if the Town is only able to renovate the Town Offices, they could potentially take out the meeting room and turn it into additional office space, and use the Old Town Hall for all meetings.

Nina explained that the Building Construction Committee has received more accurate numbers for what it will cost for a new building or renovations and this has changed some of their ideas. Selectman Dick stated that one of the criticisms of the two plans they have developed is that neither includes renovations to the Old Town Hall, but that is an expensive building to renovate. Bob stated that he doesn't have an issue with the \$25,000 request as that money will accumulate towards a project in the future if not used immediately. Selectman Dick noted that the Building Improvement Fund includes Old Town Hall, but the Old Town Hall Repair and Restoration Fund can only be used for that building alone. If the \$135,000 needs to move to the Old Town Hall fund it could.

Selectman Dick explained that Chief Hankard provided an asset list as requested by the CIP, but it does not include a long-range plan for when replacements will be needed and the cost. Nina stated that this may not be the year to start that CRF or even begin that planning process, given the tax increase; Selectman Dick agreed.

Selectman Dick noted that there is no request for Milfoil this year; the fund has \$25,000 so there is plenty in there already.

Chair Sanborn asked members how they feel about adding heavy equipment replacement costs in the CIP plan; Bob stated that he thinks taxpayers do want to see their money being used for roads so he is in favor of this. Chair Sanborn stated that the grader is not on the 6-year plan because it has a longer life than the plan, but this needs to be planned for so it's not a big hit to the budget later on.

Selectman Dick has made updates to the CIP spreadsheet and will distribute.

Meeting adjourned at 8:00.

The next meeting is scheduled for Monday, November 30th at 7:00 to take final votes on CIP requests.

Respectfully submitted,
Audry Barriault, CIPC Secretary