

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Monday, December 10, 2018 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: Jody Slack, Planning Board; Andy Sanborn, Chair/Citizens' Representative; Nina Gardner, Citizens' Representative; Bob Lambert, Citizens' Representative

Approval of draft minutes from 11/26– Nina Gardner made a motion to approve the draft minutes of 11/26 with corrections. Jody Slack seconded the motion and the motion passed unanimously.

New Business

a. CIP Requests

The Committee discussed and voted on the following requests:

Board of Selectmen

(The Board of Selectmen did not rank their CRF requests).

Facilities Maintenance & Repair – Selectman North noted that the BOS is asking to replenish funds at the rate they are being spent. She also noted that the name for this line may be “Repair & Refurbish” and will check on this. Nina Gardner made a motion to include the request for Facilities Maintenance & Repair in the CIP plan and recommend funding at \$65,000 from FY20 through FY25. Jody Slack seconded the motion and the motion passed unanimously.

Town Building Improvements - Nina Gardner made a motion to include the request for Town Building Improvements in the CIP plan and recommend funding at \$25,000 from FY20 through FY25. Selectman North seconded the motion and the motion passed unanimously

Phosphorus/Milfoil Reduction – Nina Gardner made a motion to include the request for Phosphorus/Milfoil Reduction in the CIP plan and recommend funding at \$5,000 from FY20 through FY25. Jody Slack seconded the motion and the motion passed unanimously.

Police

(1 of 2) **Police Cruiser** – Per last meeting, the Police Chief does not anticipate needing a new cruiser this year but the CIPC would like the request to be on the plan just in case. Nina Gardner made a motion to include the request for a new police cruiser in the CIP plan for FY20 and recommend funding at \$35,000. Jody Slack seconded the motion and the motion passed unanimously.

(2 of 2) **Police Cruisers FY21 through FY25** – Nina Gardner made a motion to include the request for a cruiser in FY21 at \$36,500, in FY22 at \$38,000, in FY23 at \$39,500, in FY24 at \$41,000, and in FY25 at \$42,600. Jody Slack seconded the motion and the motion passed unanimously.

Highway Department

(1 of 3) Town Roads - Nina Gardner made a motion to include this request for road repair in the CIP plan for FY20 through FY25 and recommend funding at \$600,000. Bob Lambert seconded the motion and the motion passed unanimously.

(2 of 3) Replacement of Truck 1- Selectman North made a motion to include this request for replacing Truck 1 in the CIP plan for FY20 through FY25 and funding at \$35,000 per year for 5 years to total \$175,000. Jody Slack seconded the motion and the motion passed unanimously.

(3 of 3) Town Bridges – Nina Gardner made a motion to include the request for bridges in the CIP plan for years FY20 to FY25 and recommend funding at \$100,000. Bob Lambert seconded the motion and the motion passed unanimously.

Fire Department

(1 of 2) SCBA Replacement – The CIPC discussed the total request for SCBA (air packs) and found that the total should be \$260,000 versus the requested \$240,000. Jody Slack made a motion to amend the request to reflect \$260,000 (\$52,000 over 5 years). Bob Lambert seconded the motion and the motion passed 4-1, with Selectman North voting No. Nina Gardner made a motion to include this request for SCBA Replacement in the CIP plan for FY20 through FY25 and funding at \$52,000 per year for 5 years to total \$260,000. Bob Lambert seconded the motion and the motion passed 4-1, with Selectman North voting No.

(2 of 2) SCBA CRF – Nina Gardner made a motion to recommend establishing a CRF for SCBA replacement at \$26,000 for 10 years, starting in FY24, to total \$260,000. Jody Slack seconded the motion and the motion passed 4-1, with Selectman North voting No.

Other Business

a. CIP Spreadsheet - Selectman North stated that she will work on updating the CIP spreadsheet according to votes taken tonight. Changes need to include correct payments for Truck 3 and 4 for the Highway Department, correct names according to DRA account names, and adding lines for SCBA and SCBA CRF. She noted that she feels that requests for any Transfer Station equipment should be listed in its own section rather than with the Highway Department and will relay this to the BOS.

Chair Sanborn asked if the Committee feels that a CRF should be created for heavy equipment. Nina Gardner stated that this was not requested by the Highway Department and she does not want to micromanage their needs. Jody Slack made a motion for the CIP to recommend establishing a CRF for Heavy Equipment. Bob Lambert seconded the motion and the motion passed 4-1, with Selectman North voting No.

UPCOMING MEETINGS:

Monday, January 7th at 6:00 PM to vote on the CIP spreadsheet.

Meeting adjourned at 7:15pm.

Respectfully submitted,
Audry Barriault, CIPC Secretary