

MINUTES

Sanbornton Capital Improvements Program Committee (CIPC)

Meeting Date and Time: Tuesday, October 29th, 2019 at 7:00 PM

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

The meeting was called to order by Chair Andy Sanborn at 7:05 PM.

Present: Andy Sanborn, Chair/Citizens' Representative; Nina Gardner, Citizens' Representative, Selectman Jim Dick, Jody Slack, Planning Board Representative, Kate Osgood, Budget Committee Representative

Approval of draft minutes from 10/22 – Nina Gardner made a motion to approve the draft minutes of 10/22. Selectman Jim Dick seconded the motion and the motion passed unanimously.

Other Business

a. Discussion of FY21 CIP Department Requests

Highway Dept – Highway Department Director Johnny Van Tassel explained that he is requesting \$100,000 for Town Bridges as he has in the past. He noted that Turkey Bridge is still red-listed by the State and though it has had improvements made to it in the past years it is still not up to the State's standards. The stone abutment on the bridge was preserved to keep the historic look, but until that is replaced with concrete (which is costly) it will remain red-listed. Chair Sanborn suggested setting aside extra funds in this CRF each year to fix the bridge correctly in the future and other members were in agreement. Selectman Jim Dick asked if this CRF which is technically titled "Bridges and Roads" has been used to pay for road improvements; Johnny responded that it has not been in the past but could be if needed.

Johnny explained that he is also requesting \$600,000 for the Road Repair and Reconstruction CRF, which is the same request as last year. He stated that the road evaluation from Underwood Engineers provided a 10-year road plan, and he was happy to see that his own projections for road repair were mostly in line with that report, though Underwood included what he thought to be some over-engineered roads. He provided a breakdown of road repair estimates that would be included in the \$600,000 request, to the satisfaction of the CIP Committee. Johnny also noted that the report included a per-linear-foot value for ditch work and was able to calculate the ditch work being completed by the Highway Department, which totals \$136,305 (and is not included as part of this request).

Nina Gardner asked if \$600,000 is still adequate to complete the work that needs to be done; Johnny responded that he thinks it is. She also asked him if gravel roads are addressed in the Underwood plan; Johnny responded that it is, but they recommend adding five inches of material to gravel roads which is already being done. Johnny also provided a spreadsheet of assets and is still working on this, but he will provide this to the CIP when complete. Chair Sanborn asked if any new heavy equipment will be needed soon, and Johnny responded that the loader is starting to need costly repairs. Chair Sanborn suggested adding money to the Heavy Equipment CRF, which currently has a balance of only \$563, so as to fund new heavy equipment or trucks. He noted that there is no request for a new truck this year and so that \$35,000 could be a starting amount for that CRF.

b. Discussion on Town Building CRF – Selectman Dick explained that he is working on a CIP request for a CRF to fund a future Town Building. He explained that there are two current CRFs related to town buildings but these are very specific and cannot be used for the construction of a

new building, however there is a Town Building Improvement and Design Fund that was established in 2013. This request will be presented at the next CIP meeting on November 12th.

c. Discussion of Long-Range CIP Planning – Chair Sanborn explained that the CIP continually approves short-term requests, funding CRFs that are expended immediately. He asked the Committee if CRFs are really needed if they are not for long-term use. Nina explained that the School Board approves an annual fund balance of \$450,000 and then uses warrant articles to decide what that money gets spent on, with any unused money going back into the fund. Chair Sanborn asked members to think about the structure of the CIP Committee and the way funds are approved and expended. He noted that there will be a warrant article at Town Meeting 2020 to extend the charter of the CIP from one year to three years so there should be longevity with members.

Meeting adjourned at 8:30pm. The next meeting is scheduled for Tuesday, November 12th at 7:00pm.

Respectfully submitted,
Audry Barriault, CIPC Secretary