

## MINUTES

### Capital Improvements Program Committee

**Meeting Date and Time:** Tuesday, October 5, 2021 at 7:00 PM

**Meeting Place:** Town Offices, 573 Sanborn Rd, Sanbornton NH

**Present:** Nina Gardner, Kate Osgood, Selectman Bob Lambert, Chair Andy Sanborn

#### **General Business**

**a. Nominations for CIPC Chair** – Nina Gardner made a motion to nominate Andy Sanborn as Chair. Kate Osgood seconded the motion and the motion passed unanimously.

#### **b. Membership terms –**

Chair Sanborn – 3 year

Nina – 2 year

Kate – 3 year

Jody – 1 year

Kate would like to be a Citizens' Rep instead of Budget Committee Rep. She will let Budget Committee Chair Ray Masse know.

**c. Meeting schedule** – Chair Sanborn explained that all CIP requests should be completed and voted on by mid-December. Request forms have been sent out to departments by the Town Administrator.

The following meeting dates were decided on:

Tuesday, October 19<sup>th</sup> – Police and Fire

Tuesday, November 2<sup>nd</sup> – Highway, Transfer and BOS

Other meeting dates if needed – November 16<sup>th</sup> and 29<sup>th</sup>

Andy will be asking the Trustee of the Trust Funds for an update on balances. Audry will have the current CIP spreadsheet printed.

Meeting adjourned at 7:30. The next meeting is scheduled for Tuesday, October 19<sup>th</sup>.

Respectfully submitted,

Audry Barriault