

**MINUTES/DECISIONS OF THE CAPITAL IMPROVEMENTS COMMITTEE
MEETING DATE: JULY 15, 2019**

In attendance = X Alternate Seated = S Partial Attendance = P Excused Absence = E

Tim Malley
Chair X

Charlie Brackett
Planning Board X

Ed Van der Veen
Planning Board X

Dillon Dumont
P.B. alt. X

Jim Weaver
Budget Comm X

Malcom Price
School Board X

Bob Calzini
Citizen Rep. X

Roger Coutu
BOS Rep X

Marilyn McGrath
BOS Alt. E

Brian Groth
Town Rep. X



- I. CALL TO ORDER AT 7:00 P.M
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. MINUTES OF PREVIOUS MEETING(S)
 - A. 10 June 2019 Meeting Minutes
Mr. Coutu moved to approve the 10 June 2019 Meeting Minutes.

Motion seconded by Mr. Weaver. 6 in favor, 1 abstention (Mr. Price) - Motion carried.
- V. NEW BUSINESS - Continued Discussion of Capital Improvement Projects Schedule.

Mr. Groth explained the recent revisions to the Project Schedule Spreadsheet and his rationale for placement of new items. The School District removed 3 projects from the original list as they will be funded by their reserve funds. A renovation project to Alvirne High School, and a Kindergarten program were added, both with a “TBD” timeframe. Mr. Groth placed the High School in 2023 as to dovetail with the construction of the CTE project. Mr. Price suggested moving it to 2022 as there will be cost-savings associated with linking it to the CTE project, and the timing itself. The committee indicated consensus in moving the project to 2022.

Mr. Groth explained that the Kindergarten program might be eligible for the use of School Impact Fees since it expands capacity. Mr. Price advised checking with legal to confirm this. Mr. Groth agreed to review it with Town Counsel for legality and Finance Department for payment structure.

Mr. Groth explained that he moved the Haselton Barn Roof Replacement from 2021 to 2022 as its designation as a historic structure is under review by the State. Mr. Price added that if it is designated historic, we can apply for grants to repair it. He added that the School District employs grant writers who may be able to provide assistance.

Mr. Weaver asked about the prioritization of the Lowell & Birch intersection project, and if the cost estimate included road costs and property acquisition that may be necessary. Mr. Calzini stated that he did not believe it included the road cost.

Mr. Coutu suggested moving the town hall project to 2021, as it is an urgent need. The Committee indicated consensus in moving this project to fiscal year 2021. Mr. Groth recommended that in the near-term and as part of the plan, the committee recommend to the Board of Selectman that a feasibility & alternatives study be done on options for expansion or relocation of Town Hall. The committee indicated consensus in accepting this recommendation.

Mr. Van der Veen asked for more detailed feedback from the Town Engineer as to urgency and priorities of engineering projects.

Mr. Weaver initiated a conversation on how bond payments are reported in the plan, and if existing bond payments should be included in the plan. The consensus of the committee was to include only future capital projects in the plan and to report the annual cost of the bonds for the period of the CIP, which is 5-6 years.

Mr. Groth asked Diana LaMothe, an accountant and School Board member in attendance, if she would provide assistance in figuring out how to properly account for the Kindergarten project as it might be partially funded by impact fees, to which Ms. LaMothe agreed.

VI. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Brian Groth
Town Planner