

CIP COMMITTEE MINUTES

November 28, 2023

Members present: Dave Cedarholm, Pat Barbour, Brian Cisneros, Katrin Kasper
Others present: Emily Woodall, John Tappan, Anne Tappan

Called to order 6:03pm

Dave shared hard copies of the original Town meeting warrant article from 2022 that enabled the Select Board to appoint a CIP Committee independent of the Planning Board which included a statement describing the purpose of the CIP Committee: *(The committee's) purpose shall be to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years to assist the Select Board and the Advisory Budget Committee in completion of the annual budget.*

John Tappan requested to speak and provided the committee with hard copies of the State RSA language enabling CIP Committee and suggested that the committee may have more broad authority than we realize. Dave argued that the committee's charge is currently limited to what is defined in the purpose statement of the 2022 warrant article that established committee regardless of what the state statute enables.

Dave also shared hard copies of the CIP Evaluation Criteria from Baltimore MD that was discussed at previous meeting. He suggested using the document as a template for developing a prioritization criterion for Lee to assist the committee in evaluating existing and proposed CIP items in order to assign prioritization rankings to individual and provide a process for selecting and recommending CIP items to the Select Board and Budget Committee.

Discussion around technical issues with how and what items are funded. Katrin requested the committee focus on selecting items for recommendations and not how to fund the items tonight.

Anne Tappan suggested that it is confusing when the historic town hall is referred to as the "old town hall", and we should just call it the "town hall" when discussing this building.

It was decided that the committee's time be best spent on selecting and voting the major CIP items listed in the most recent FTP for FY2025. The following is list of the major upcoming 2025 CIP items discussed including the vote counts.

Voted on and now being proposed for FY 2025 as follows:

Town Municipal Building estimated 1.5mil passed 3-1
Town Municipal Building Site Work estimated at \$250K passed 3-1
PSC Roof Replacement est. \$150k passed 4-0
Fire Radio Tower est. \$80k passed 3-1
Fire Cistern Fund \$30K passed 4-0
Highway Dept Fleet including Dump Truck, Front End, Tires and Paint passed 4-0
Library Improvements Back Exterior \$30k passed 4-0
Library Improvements Interior School House Remodel \$200k passed 4-0

Town Annex Building Furnace Voted no. 2-2 Waiting on the town's decision on lease of the building. Recommendation to work with the energy commission on energy efficient upgrades to HVAC, and energy efficiency including weatherization of the building.

Discussion of future plans including meeting with the Select aboard to discuss these CIP's on Dec 11th. Plan to work throughout the year next year to get ahead and have Full 6 year plans in place with fully vetted votes on each item.

Meeting adjourned 7:40pm