

Capital Improvement Project Committee

October 26, 2023 @ 5:00 PM, Town Hall Building, Planning, and Zoning Office

Attendees:

Jeff Smith
Dave Paquette
Sue Coppeta
Karen McFadden
Treg Ogborn
Kerri Wetherbee
Karen Moss

Old Business / Logistics:

- Treg volunteers to be timekeeper and scribe, no objections
- Reviewed minutes from last meeting
- Discussed procedure for minutes submission

Review of Town Facilities:

- Fire Station and Library are in poor condition, per the 2020 Facilities Condition Assessment Report. Town has since made significant investment
- Board of Selectmen have the full building report
- CIP Board will need to work off existing conditions report, it is more current than 2020 report and takes feedback from all department managers

Recreation:

- Consists of programs, fields parks, etc
- Bathroom facilities at Collins Park – RFP funding in progress for \$5k
- Additional soccer field at Woodlock Park in discussion

Liaisons, Trusts, CIP Board Conduct:

- Proposal raised to assign board members to liaise with departments (fire, police, recreation, library, etc)
- Discussion about how the CIP Committee will define capital expenditures, dollar value and categories
- Discussed how trusts will be addressed with capital expenditures
- CIP needs a list of existing capital expenditures that are currently planned to define future building condition report
- Adoption of this committee's recommendation: they will be reviewed and likely adopted by the Board of Selectmen assuming the recommendations are genuinely needed by the Town
- Future CIP Board Meetings will be scheduled for one hour for the foreseeable future
- Next CIP Meeting scheduled for 5:00 PM at the Building, Planning, and Zoning office in Town Hall

Future Business:

- Define committee liaison assignments for CIP Board member

Motions:

- (Mover: Unknown, Second: Unknown)
 - Does the CIP want to televise our Meetings?
 - In Favor: None
 - Opposed: All
 - Motion Failed
- (Mover: Karen McFadden, Second: Treg Ogborn)
 - Nominate Jeff Smith to serve as CIP Committee Chairman
 - In Favor: All
 - Opposed: None
 - Motion Passed