

16 Merrill Access Road
Thornton, NH 03285
603/726-8168
Fax: 603/726-2078

TOWN OF THORNTON
CIP COMMITTEE

Approved on: 12/27/2016
CIC Initials: WJD
Dt Rec'd-Town Clk: 12/28/16
Town Clerk Initials: RJR

Thornton Capital Improvement Committee Meeting Minutes

Tuesday, November 29, 2016

CALL TO ORDER :

William DeLeo called the meeting to order at 6:15PM

ROLL CALL:

The following members were present:

William DeLeo Cindy Schofield David Gravel

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of the November 1, 2016 as revised"

Motion: David

Second: Cindy

Discussion: None

Motion Passes: 3--YES, 0-NO

NEW BUSINESS:

- Bill met with the Board of Selectmen (BOS) on 11/9 to update the Board on the status of the plan. Bill informed BOS an inventory listing of all departmental equipment covered in the CIP was being created by the CIP Committee. This listing would include information such as expected life span, date of last replacement, and any vehicles or equipment which BOS authorized the department to retain in a backup capacity which was no longer eligible for replacement in the CIP. BOS agreed this was a good idea. The Town Administrator will identify any vehicles or equipment the BOS authorized for use in a backup capacity only. A request will be sent to Highway and Police for a list of all vehicles in use now. (The Fire Department has already provided this information.)
- Bill also discussed impending retirements from the CIP committee and the need to recruit replacements. He also reminded BOS of the statutory requirement for the CIP Committee to include a member from the Planning Board.
- As of 11/29, the following items impacting the capital improvement plan (CIP) are outstanding:
 - The final cost estimate for both the Transfer Station renovation and the Town Hall office space renovation, including the architectural firm's charges. Additionally, since Campton has not committed to the Transfer Station renovation, a joint Select Board meeting will be held at Campton Town Hall on December 19 to discuss this project. The purchase of a used ambulance by the Fire Department will also be discussed at that meeting.
 - The final cost estimate for the Millbrook culvert repair. Bill was informed by BOS that the cost could be as high as \$84,000. There would still be sufficient funding to cover this increase if necessary.

- A formal motion to be approved by BOS authorizing carry over of \$30,000 funding to purchase a 6 Wheeler Plow. The Town Administrator will handle this at the CIP Committee budget meeting with BOS on December 9.
- Per a conversation with the State Department of Energy & Planning, Bill determined that the CIP Committee, not the Planning Board, votes to adopt the plan. The timing of the adoption vote was discussed given the outstanding items listed above.
- At the budget meeting on 12/9, Bill will discuss what will happen to proposed reserve funding for the Highway fund to purchase an F550 in the event the Town votes against hiring a new Highway Department employee.

ADJOURNMENT:

The following motion was made at 6:45PM:

MOTION: "To adjourn"

Motion: David

Second: Cindy

Discussion: None

Motion Passes: 3-YES 0-NO