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TOWN OF THORNTON
CIP COMMITTEE

Approved on: 9/26/17
CIC Initials: WJD
Dt Rec'd-Town Clk: 9/26/17
Town Clerk Initials: Bjr

Thornton Capital Improvement Committee Meeting Minutes

Tuesday, August 29, 2017

CALL TO ORDER :

Bill DeLeo called the meeting to order at 6:04 PM.

ROLL CALL:

The following members were present:

Bill DeLeo Cindy Schofield Sky Bartlett Joe Monti

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of July 25, 2017 as amended."

Motion: Sky

Second: Cindy

Discussion: None

Motion Passes: 3-YES 0-NO Abstained: Joe Monti

NEW BUSINESS:

- The December CIP Committee meeting is on Tuesday, December 19. The Town's website and meeting calendar have been updated.
- Because there is no capital reserve fund from which the Transfer Station retaining wall repair can be funded, the Select Boards from Thornton, Campton and Ellsworth will need to discuss alternative funding options.
- Bill created a master list of Town equipment funded through capital reserves. The list was audited by the Town Administrator's office. The CIP Committee will reference and update this list when necessary for all approved equipment requests from departments.
- Errors on this year's CIP requests were discussed. Bill has contacted department heads and adjustments were made as needed.
- Funding changes required by the Board of Selectmen to existing capital improvements and new CIP requests were discussed.
- The memo from the Town Administrator summarizing the outcome of the Select Board's meetings with department heads regarding their CIP requests was discussed.
- There is only one new request added to the CIP this year. The Highway Department requested \$60,000 to replace the 2000 Mack 6-Wheel Plow in 2027.

MOTION: "To approve the Highway Department request to replace the 2000 Mack 6-Wheel Plow in 2027 at a cost of \$60,000."

Motion: Joe

Second: Sky

Discussion: None

Motion Passes: 4-YES, 0-NO

- Bill will request to be added to the Select Board's agenda for one of the meetings in September to review the first draft of the CIP plan.
- Bill e-mailed the Superintendent of Schools requesting a draft of Thornton Central School's ten year capital improvement program be submitted to the CIPC by the end of November, and notifying the Superintendent that the final adopted plan must be submitted to the CIPC after approval at the January School Board meeting.
- The Committee discussed the Town's fixed asset policy and how it affects the CIP. Bill will contact the State Department of Energy & Planning, and follow up with the Town Administrator.
- The Committee discussed changes to formulas on the Reserve Calculation worksheet involving the Reserve and Total columns.
- The next meeting will be held on Tuesday, September 26 at 6PM.

ADJOURNMENT:

The following motion was made at 8:07PM:

MOTION: "To adjourn"

Motion: Cindy

Second: Sky

Discussion: None

Motion Passes: 4-YES 0-NO