

MOULTONBOROUGH, NEW HAMPSHIRE
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
Minutes of July 26th, 2012, Meeting

Members Present: Richard Brown (Chair); Alan Ballard (ABC); Peter Jensen (Planning Board); Jon Tolman (Selectman); Josh Bartlett (Alternate);

Absent: Barbara Rando, Bruce Woodruff (Town Planner), Heidi Davis (Town Finance Director)

Richard called the meeting to order at 9:05 AM.

Richard seated Josh in place of Barbara.

Discussion

The committee discussed the overall ranking progress. The Rankings will be sent to Bruce for distribution and final discussion and acceptance at the next meeting.

The committee next discussed the cost-request matrix. The lease items from prior years were included in the matrix at the bottom of the sheet with other 2012 requests but ongoing lease payments need to be included in the years they will occur within the sheet so they appear in the totals for the year they are incurred.

The committee discussed real estate requests. The consensus of the committee is that for real estate procurement to be recommended there needs to be a project driving the request for the land rather than a general suspicion that there might be a need sometime in the future for land.

The committee discussed the draft charts for the report. The feeling was generally that the charts were an adequate compromise between complexity and simplicity to hopefully be useful to a wide audience. The charts all show:

- An unlevelled line for the amount of new requests combined with continuing capital leases and without requests of class 4 or 7 (4=not enough info, 7=not recommended).
- An unlevelled line for the amount of new requests combined with continuing capital leases and without requests of class 4 or 7 (4=not enough info, 7=not recommended) and also combined with the capital reserve fund contributions voted on by the BOS in 2011.
- A levelled line for the amount of new requests combined with continuing capital leases and without requests of class 4 or 7 (4=not enough info, 7=not recommended) combined with the capital reserve fund contributions amounts that total, over six years, the amount the BOS plan contributes but adjusting the annual amount in order to level the overall capital expenditure across the six year timeline.
- One chart option also filters out all requests except for the top thirty.

- Another chart option filters out all but the top 20 so the 2012 to 2013 change in capital expense is negligible.

These offer the BOS a view of what their final recommendations may result in regarding capital expenditures of the six year planning period relating the plan options to the current year.

The committee discussed other issues for inclusion in the report. There was agreement to include

- The BOS approved program that defines ARCs for each asset,
- The total request list sorted by overall median rank,
- The report that links master plan items to the requests,

The committee reviewed the exclusion from the recommendation of requests classified 4 and 7.

The committee discussed the recommendation of adjusting the smoothing of ARC contributions over the six plan period to avoid spikes and valleys in the capital portion of the budget.

The committee reviewed the draft report summary as well.

The committee decided to schedule the first public hearing at 7:00 PM, in the Town Hall on Monday, August 13th. The second public hearing date will be held at 7:00 PM in the Public Safety building on Wednesday, August 15th.

The next meeting is scheduled for Thursday, August 9th, 2012, 9:00 AM at Town Hall.

Josh made a motion to adjourn the meeting. Alan seconded and the motion was unanimously approved. The meeting was adjourned at 10:45 AM.

Respectfully Submitted,

Peter Jensen,
Capital Improvements Program Committee