

MOULTONBOROUGH, NEW HAMPSHIRE
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
Draft
Minutes of November 16th, 2012, Meeting

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

Absent: Heidi Davis (Town Finance Director); Barbara Rando (Alternate)

Other: Boy Scouts

The meeting began at 3:05 PM.

Richard thanked Bruce for preparing, for each member, tabbed binders with the full scope of CIPC documents organized in each.

Richard summarized the committee's charter and reviewed the current agenda for the benefit of the scouts.

Josh moved to approve the minutes of November 1st, 2012. Alan seconded and the motion was approval unanimously.

Discussion

The committee reviewed Bruce's proposed calendar format and content for the 2013 year. After review the committee thanked Bruce for preparing it and agreed with the proposed content and format. *Peter moved to approve the tentative schedule for 2013. Josh seconded and the motion was approved unanimously.*

Next the committee reviewed revisions to the itemized 6-year plan spreadsheet.

- 1) The Hwy Dept. change from a 10 wheel to 6 wheel truck replacement, approved in a prior meeting, left the town with an equipment purchase they could not get favorable leasing for. Consequently the entire truck price was put in the 2013 line.
- 2) The Police Chief had agreed at a prior meeting to hold off on purchasing new radio and a ruggedized laptop with the new cruiser. There was lengthy discussion about having laptops included as part of cruiser purchases. The committee agreed to including the radio and laptop this year as part of the cruiser purchase, however, the committee stressed that in the future they would like laptop purchases separated from cruiser purchases as they are not capital items. *Josh made a motion to approve the cruiser purchase with the laptop included as part of the purchase price and with the recommendation that future cruiser requests not include laptop purchases as part of the capital requests. Alan seconded and the motion was approved unanimously.*

The committee asked if there was any new information that would support the several class-4 items (not enough information) to help the committee make reasoned recommendations on these requests. There was no new information except that the TA will be recommending the BoS review one of the Rec Dept.'s class-4 requests. After lengthy discussion and a suggestion that the class-4 items be reclassified as class-7, consensus was reached to leave the class-4 rankings unchanged. *Josh made a motion that we not change the class-4 items to class-7. Jon seconded and the motion was approved unanimously.*

Bruce reviewed future reporting for the CIPC. He explained we will get planned vs actual reporting for each previous approved capital purchase so that we have a clear picture of the capital financing.

The committee requested a copy of the budget meeting schedule that shows what areas will be discussed and when. Bruce said he would get this to the committee and ask that it be made available on the town's website as well.

The scouts were asked for their feedback on the meeting and each scout provided their individual comments.

Josh made a motion to adjourn the meeting. Alan seconded and the motion was unanimously approved. The meeting was adjourned at 4:15 PM.

Respectfully Submitted,

Peter Jensen,
Capital Improvements Program Committee