

MOULTONBOROUGH, NEW HAMPSHIRE  
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES  
*Draft*  
Minutes of June 27<sup>th</sup>, 2013, Meeting

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

Absent: Heidi Davis (Finance Dir.)

Others: Carter Terenzini (Town Administrator), Paul Punturieri (Master Plan Implementation Committee)

The meeting began at 9:00 AM. Barbara arrived after the meeting began. Bruce joined the meeting after about an hour and 20 minutes. Carter appeared briefly to confirm the committee chair had received a memo about the Lions Club roof. Carter said he would appear to discuss the memo at the committee's July 11<sup>th</sup> meeting. He asked if the committee had any questions for him. The committee had no questions at the time and thanked Carter.

Minutes of the prior meeting (June 20<sup>th</sup>, 2013) were discussed. In discussion of the minutes it was noted that although the minutes are accurate, a police vehicle referred to last week as an Explorer is actually an Expedition. Josh moved to accept the minutes with the corrections noted. Peter seconded and the minutes were approved unanimously.

----

The committee reviewed the 6-yr plan spreadsheet agreeing that in addition to a line showing monies taken out of the capital reserve funds, to offset appropriations for capital expenditures, we a line added to the sheet showing monies appropriated for deposit into the capital reserve funds.

The committee agreed that the historic portion of the spreadsheet could be relocated to a separate sheet.

----

The committee discussed the Select board's decision to rebuild just one side of the phase-2 pathway and asked to have Bruce make cost corrections in the spreadsheet reflecting the reduced work projection.

----

The committee discussed the roof estimate for the Lions Club commenting that the estimate seemed very high.

----

The committee discussed the Master Plan (MP) linkage to capital requests. The committee asked to have Bruce change the column heading called "Justification", that shows the planner's estimate of the strength of the MP linkage, to "Strength".

----

The committee discussed Form C and decided it would be useful this form included a line for estimated contingency. They asked to have Form C completed for the following requests in the upcoming year:

- #06 – M'Boro Fire Station Building Roofing Replacement
- #08 – Facilities Energy Upgrades
- #51 – Rehab Baseball Field at Playground Drive

----

The committee discussed the new Priority measure process – Form D. The committee decided to initially rate each request for 2014 and 2015 on their own, prior to the next meeting, then discuss the ratings and agree on a final committee rating score for each.

----

Bruce said for the next meeting he would have the spreadsheet updated and other paperwork for the new project being considered by the Selectboard to purchase a piece of property in the village area.

----

Bruce was asked to update the spreadsheet item titles for 24 and 25 to reflect that these items are lease purchases.

----

Barbara discussed an acquaintance, who is also a taxpayer in town, whose business is to pursue monetary recovery from contractors whose work product fails before its expected useful life. He has told Barbara he would be happy to look at the issue(s) with the Public Safety Building. Jon suggested Barbara put him in contact with the Selectboard.

----

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

Respectfully Submitted,

Peter Jensen,  
Capital Improvements Program Committee

*The following is included for informational purposes only and may change:*

Our upcoming meeting schedule is:

- Thursday, July 11<sup>th</sup>, 2013, 9:00 AM in Town Hall - discuss ratings/rankings,
- Thursday, July 18<sup>th</sup>, 2013, 9:00 AM in Town Hall,
- Monday, July 22<sup>nd</sup>, 2013, 9:00 AM in Town Hall,
- Thursday, August 8<sup>th</sup>, 2013, 9:00 AM in Town Hall,
- Thursday, August 15<sup>th</sup>, 2013, 9:00 AM in Town Hall.