

MOULTONBOROUGH, NEW HAMPSHIRE  
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES  
*Draft*  
Minutes of July 11<sup>th</sup>, 2013, Meeting

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

Absent: Barbara Rando (alt); Heidi Davis (Finance Dir.); Bruce Woodruff (Town Planner)

Others: Carter Terenzini (Town Administrator)

The meeting began at 9:10 AM.

Minutes of the prior meeting (June 27<sup>th</sup>, 2013) were discussed. In discussion of the minutes it was noted that although the Selectboard did discuss just fixing one side of the Phase-2 MB-Neck Pathway, they did not actually decide (vote) to fix just one side. So "the CIPC reviewed the Selectboard's discussion on the subject of rebuilding just one side of the Phase-2 Pathway" is the corrected language for the minutes.

Josh moved to accept the June 27<sup>th</sup>, 2013 minutes with the corrections noted. Jon seconded and the minutes were approved unanimously.

----

Carter reviewed the Selectboard's decision to pursue acquisition of the 5.5 acre, fronting Rt. 25 in the Village Area, commonly referred to as the Adele Taylor property. He explained the four potential reasons for acquiring the property:

1. 2<sup>nd</sup> roadway out of the SAU connecting the MA Academy directly with Rt. 25,
2. Walkway off Rt. 25 connecting the MA Academy directly with the Rt. 25 Village Area,
3. Location for the potential Gym in conjunction with the Blue Ribbon Commission site evaluation study,
4. Use in conjunction with the Charrette should the town vote to pursue some of its recommendations.

The committee discussed these potential uses of the parcel and also considered other factors related with the purchase such as the possible historical value of the building, the issue of hazardous materials in parts of the building, the offer by the current owners to use all proceeds from the sale to fund a scholarship program for the town's students and some others.

The committee will include the parcel's purchase on its spreadsheet of requests and consider the request along with other requests brought to the committee.

----

Carter reviewed the list of Capital Reserve Funds (CRF) that shows current fiscal year contributions and proposed contributions for the next fiscal year. The committee discussed the relation between the list and the contribution amount in the 6-yr spreadsheet plan noting that some funds clearly should not be included in the 6-yr plan as they are outside the parameters of the CIPC review.

The committee asked Carter for his assessment of the 2014 CRF contribution and he thought \$550,000 would be a good number for planning purposes. He said for planning purposes we should increase that number by \$20,000 each of the next six years. This would be in rough keeping with the 8-yr CRF plan the Selectboard has agreed to implement beginning two years ago as long as it can be accomplished within an overall maximum budget increase cap of 5% year-over-year.

----

Carter discussed the pathway work on the phase-2 section. He said they are trying to get an 8 foot width that should accommodate walkers and/or bikers meeting either coming from the opposite direction without either having to go off the pathway when passing. He said in some areas to achieve this they may have to use alternate sides because in some areas they are not able to get an 8 foot width. The DPW will fix the phase-2 section to achieve the 8 foot width as long as the town continues providing funds to do so or until the “fix” is complete. If there are sections on one side the town decides not to fix because they have fixed the other side, the town will remove the “abandoned” side pathway pavement to avoid unnecessary future maintenance costs. Changes must occur within parameters approved by the State since much initial funding was in the form of State grants.

----

The committee discussed the rating and ranking process and decided to postpone rating and ranking until Bruce (Planner) could be present. The committee did discuss the process each member used to arrive at a rating or rank with some members suggesting all should use the same process.

----

The committee discussed the Form C submissions received for the three requests the committee asked to Form C completed for. After discussion the committee determined it would be useful to discuss the intent of the Form C with the department heads in order to improve the value of information received on the forms.

----

Jon made a motion to adjourn the meeting. Peter seconded and the motion was unanimously approved. The meeting was adjourned at 11:35 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 18<sup>th</sup>, 2013, 9:00 AM in Town Hall – discuss ratings and rankings,
- 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 – public hearing.