

# **Moultonborough, New Hampshire Capital Improvements Program Committee Minutes**

## **Minutes of May 1, 2014**

Present: Richard Brown, Josh Bartlett, Paul Punturieri, Jordan Prouty, Alan Ballard and Bruce Woodruff

Audience: Nancy Wright (Video Recording Mtg.)

The meeting was called to order at 10:05 am by Chair Richard Brown.

Richard Brown agreed to take the minutes for today's meeting and discussion followed regarding future minutes. It was agreed that the CIPC would rotate the minutes duties until all members including Alternate seats on the committee have been filled. The Chair agreed that if a member did not feel comfortable taking the minutes the duty would be rotated thru the remaining members.

The minutes of the April meeting were reviewed and with minor revisions approved unanimously (Jordan motion and Josh 2nd)

Richard Brown was reappointed to the CIPC by the Select board at their last meeting and was sworn in today by the Town Clerk. Discussion also followed informing the CIPC that Josh Bartlett was assigned as the Planning board member, Alan Ballard as ABC member and Paul Punturieri as the Selectboard member of the CIPC. The committee is missing 2 Alternate members at this time. Paul also mentioned that he is the Selectboard Representative to work with the Recreation Dept. on their submittals.

The Committee reviewed the memo from Carter Terenzini regarding the Town Warrant that was discussed at our last meeting and it was agreed that our report for future years would follow the same format submitted for Town meeting this year.

The CIPC reviewed the upcoming schedule with Bruce and agreed that we would continue with the written plan as indicated and make adjustments as needed. The next meeting will be May 15, 2014.

The Expenditure report was discussed the Chair emphasized that though one or more items on this list may not fall under the CIPC process we had agreed to use existing reports where possible and not request Dept. managers to generate special reports unless necessary. This discussion followed from the line item regarding Stewarts ambulance Services.

The CIPC reviewed the Capital improvement spread sheet developed from the Capital Project Request forms for the benefit of new members and clarification for Prior year Members. CIPC Recommendation Columns 2015 (H,I and J) will be revised to be "CIPC Consideration 2015" until the final report is completed when it will go back to "CIPC Recommendation 2015". It was also discussed that we need to emphasize with Dept. Managers to consider build times etc. for equipment so we are able to recommend Capital items in the appropriate year for approval at the next Town Meeting and delivery of the required item in the correct year( long build times on Fire Equipment was the example). The "Adele Taylor" property was discussed as being on the spread sheet in Red and will be listed and tracked as it was approved at Town meeting. There are two new line item requests this year line 5 Water Treatment and line 59 Ball Field Rte 109.

Josh Bartlett gave the committee a general review of the Town Vision Committee work and will continue to keep us updated in regard to how it may effect our CIPC work.

Bruce provided the CIPC with the initial Capital request forms for our review and noted that the Recreation Dept. forms are not yet ready. Some discussion followed regarding the fact that we have had problems getting timely information from the Recreation Dept. in prior years. Bruce indicated and discussion followed that there is a planned request for a Ball field off Rte 109 (Lions Club property). The concern was that this is a brand new request this year for the upcoming year and that we have not had adequate data on several prior requests from the Rec. Dept. that met many members hurdle levels for support. We asked Bruce to be sure the appropriate supporting data was submitted. Paul was also put in the loop regarding past issues regarding supporting documentation.

Nancy Wright gave us input regarding concerns on a new Ball field and discuss the Women's JV Softball team in Meredith that is apparently not moving forward due to lack of participants. Nancy also spoke of the existing Pickle ball league currently going on and voiced her concern about whether a new field was needed at this time in town and discussed continuing partnerships with Meredith.

Alan made a motion to adjourn and Jordan seconded the motion. The motion was approved unanimously to adjourn at 11:??.

**DRAFT**