

Town of New Castle, New Hampshire
Capital Improvement Planning (“CIP”) Committee
Meeting Minutes

Date: February 11, 2016

Location: New Castle Town Hall Meeting Room

Present:

Committee Members: Jeffrey Hughes (Chair), Tom Smith, Richard White

Department Heads & Guests: David McGuckin (Selectman), Ken McDonald, David Blanding (Fire Chief)

Members of the Public: Reggie Whitehouse

The Meeting was called to order by Jeffrey Hughes, Chairman, at 4:30 pm.

Welcome

Mr. Hughes welcomed committee members and guests to the meeting.

Approval of Minutes

The Committee reviewed and unanimously approved the Minutes of the previous meeting

V&E Fund

The Committee members continued discussions regarding the annual update and review of the V&E Fund.

Mr. McDonald presented updated V&E Fund spread sheets for the Committee members’ consideration. He explained that the spreadsheet incorporates the changes agreed to at the January meeting, and that 2 different spreadsheets were presented, one with a 2% inflation assumption and one with a 3% inflation assumption.

Following a discussion, the committee members agreed to the following:

- Assume a 3% inflation assumption
- Recommend to Select Board V&E Funding of \$132K for 2016-2017 Budget (this represents level funding from the current year)
- Mr. McDonald will finalize the V&E Fund spreadsheet, and will download (Excel version and PDF version) the V&E Fund spreadsheet to a flash drive (also containing similar documents for the

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Road Program) to be provided to the Town as a permanent record of this year's CIP budget analysis.

- Mr. Hughes will send a formal memo on behalf of the CIP to the Select Board with this funding recommendation.

Other Business

Town Water Supply:

Referencing the recent fire in Town, the members of the CIP discussed concerns about the potential need for the Town to make capital investments to upgrade the Town's water supply and waste water system.

Chief Blanding and Mr. White provided an overview of their understanding of some of the challenges and potential areas of need to address water system issues in New Castle. There was recognition and agreement that successful resolution of this complex issue must, by necessity, involve the city of Portsmouth.

Mr. McGuckin provided an update on discussions and efforts by the Select Board on the water system issue. Following a discussion, the members of the CIP agreed that CIP is ready and interested in providing assistance to the Select Board, but will defer taking any action until it gets direction from the Select Board on this issue.

Ladder Truck:

Chief Blanding reported that he has been charged by the Select Board to review water system needs. As part of his assessment, The Chief presented a formal recommendation to CIP to change the planned replacement of Engine #1 from an Engine to a Ladder Truck. (Per the V&E Fund this replacement would occur in 2022.)

A brief discussion of this issue followed. The members of the CIP and the Chief agreed, in light of this request, there is no need to change or modify the 2016-2017 funding recommendation for the V&E Fund agreed to earlier in the meeting. The Committee members agreed to address this issue during the next update of the V&E Fund for the 2017-2018 budget cycle.

Mr. Smith asked, and Chief Blanding confirmed that the Fire Department would be open to consider purchase of used ladder truck as long as the used ladder truck will meet all of the specifications of the Department at the time of purchase.

There was no other business to come before the Committee.

Public Comments

There were no public comments.

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Next Meeting

The next meetings of the CIP Committee will be:

- March 10th at 4:30 pm
- April 14th at 4:30 pm

Adjournment

The meeting adjourned at approximately 5:30 pm.

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Respectfully submitted by

Jeffrey Hughes
CIP Chair