

Town of Tamworth

Planning Board

*** draft Capital Improvement Program Committee MINUTES ***

April 28, 2015

Meeting was called to order at 7:00 pm.

Members Present: Jack Waldron, Chairperson, Steve Gray, David Little, Ruth Timchak, Bob Seston, Melissa Donaldson, clerk

Members Absent: John Wheeler

Agenda: Motion to approve by David, seconded by Ruth. APPROVED

Minutes from August 2014 were reviewed. A motion to approve was made by David, seconded by Ruth. APPROVED.

It is agreed that the CIP will meet on the last Tuesday of the month, from April into September. Meetings will be held on May 26, June 30, July 28, and August 25. A public hearing will be held on September 15. The CIP will be presented to the Planning Board for acceptance on September 23, and will be taken to the Selectmen on September 24.

The timeline is acceptable as proposed.

Please contact Melissa with any changes to the contact list.

Should there be any changes to the process?

In "next steps", #2 says "include actual spending amounts.

Discussion about unexpended fund balance. Recommended and approved for 2015 \$ amounts will be included in next year's reports.

David distributed copies of other town's CIP reports for reference.

It is agreed that the definition will remain 5 years/\$5000.

A letter to department heads was distributed for review.

Possible capital expense issues:

- Town office expense
- Geo-reference tax maps
- Grants for sidewalks in Chocorua (Judy Reardon)

- Fire Dept./land and station – need info on where calls are
- Ambulance 2020-2025
- Need updated information on the roads. The list we have is a couple of years old.

Departments were assigned as follows:

Town Government – Steve Gray

Fire Department – Jack Walron/Steve Gray

Police Department – John Wheeler

Highway Department – Steve Gray/Bob Seston

Rescue Squad – Jack Waldron/Steve Gray

Parks and Recreation – Steve Gray

Conservation Commission – Bob Seston

Transfer Station – Steve Gray

Cook Memorial Library – Ruth Timchak

Emergency Management – Jack Waldron/Steve Gray

Energy Commission – tbd

Planning Board – David Little

Economic Development Commission – David Little

Zoning Board of Adjustment – David Little

School District – Jack Waldron

Cemetery Commissioners – John Wheeler

Trustees/Trust Funds – John Wheeler

Steve distributed a list of departments and their contact info and meeting dates.

Other business: NONE

Ruth made a motion to adjourn at 8:13 pm. Steve seconded. APPROVED

Melissa Donaldson

Planning Board Clerk