

Town of Tamworth

Planning Board

*** draft Capital Improvement Program Committee Public Hearing MINUTES ***

April 25, 2017

Meeting was called to order at 7 pm.

Members Present: Jack Waldron, Chairperson, David Little, Ruth Timchak, John Wheeler, Sheldon Perry, Dan Poirier, Andy Fisher, Melissa Donaldson, clerk

Members Absent: Bob Seston

Jack opened the meeting

Minutes 8/30/16 – Page 2 – Highway 11 – Road reconstruction. Change are to and. Page 4 change availability to available. A motion to approve as corrected was made by John . Seconded by David . APPROVED 6-0 Andy abstained

Minutes 9/15/16 – John made a motion to accept, David seconded. APPROVED 6-0 Andy abstained

Meetings will be on the last Tuesday of each month through the end of August.

CIP Timelines – dates were distributed and reviewed. Jack will check on School Board meetings.

CIP Representative to Municipal Safety Building Committee – David nominated Jack, Ruth seconded. APPROVED

Definition of Capital Improvements – 5 year \$5000 has been the standard. John asks if we should consider raising to \$10,000? Discussion ensued, it will remain as is.

Review letter to departments for 2017 – John notes a couple of corrections. Remove (that) from first paragraph. Under June to July 17 – Please make any proposed changes on your 2018-2023 plans. David would like to correct to 2016 plan because it was created in 2016. Change to say 2017-2022 plan. David would like to give them a spreadsheet as well as descriptions, and would like them to update those. He would also like the expenditure numbers rather than fundraiser numbers. Also add the School Board date to the delivery.

September 12 – Planning Board – Board needs a capital B

Jack plans to get this out before May 15.

Lessons learned in 2016 – Hold CIP Meeting before the Budget hearing? Possibility of a Finance Committee to review budgets line by line. We will try to plan a Tuesday meeting between the availability of the budget and the occurrence of the budget hearings. (Jan/Feb?)

RSA31-98A – contingency fund. Is there a different way to do this?

Possible Capital Expense Issues:

- Jim Bowles – losing interest on capital reserve is less than interest on a bond. This will depend on the actual \$ amount needed, and a timeline for when it is needed. Perhaps consider a capital reserve to be used in the event that the land becomes available, as long as that reserve comes with a checks and balances via Selectmen, Departments, and Public Hearing.
- Content of CIP Report – Review table of contents for discussion at May meeting.

Department List:

Town Gov – Steve Gray – Jack & Sheldon
Fire Department – Chief Colcord – Dan
Rescue & Emergency Management- Dan
Police Department – Sgt Cooper – John
Highway – Richard Roberts – Jack & Ruth
Parks & Rec- Parker Roberts – Sheldon & Andy
Conservation Commission – Nelson O’Bryan – Sheldon
Transfer Station – Glenn Johnson – Andy
Cook Memorial Library – Mary Cronin – Ruth
Energy Commission- Defunct
Planning Board – David Little – David
Economic Development – Pat Farley – Sheldon
Zoning Board of Adjustment – John Mersfelder – David (defunct?)
School District – Jack Waldron – Jack
Cemetery Commissioners – John Wheeler – John
Trustee/Trust Funds – remove

Target June for responses.

A motion to adjourn the meeting was made by Dan at 8:27 pm. Ruth seconded. APPROVED

Respectfully submitted,

Melissa Donaldson

Planning Board Clerk