

# Town of Tamworth

## Planning Board

### \*\*\* Capital Improvement Program Committee MINUTES \*\*\*

May 30, 2017

**Meeting was called to order at 7 pm.**

**Members Present:** Jack Waldron, Chairperson, John Wheeler, Sheldon Perry, Dan Poirier, Andy Fisher, Bob Seston, Melissa Donaldson, clerk – David Little (7:06 pm)

**Members Absent:** Ruth Timchak

Jack opened the meeting.

Minutes 4/25/17 -. Remove Public Hearing from the title. A motion to approve as corrected was made by John . Seconded by Sheldon . APPROVED 5-0, Bob abstained

Jack will try to meet with Town Govt on Thursday. Ruth has a date for the Library. A letter was received from Chief Colcord. Dan suggests waiting for a couple of weeks on talking to the Selectmen. Jack cannot attend on the 15<sup>th</sup>. The Selectmen will be meeting with the Nurse's Board and their numbers may be affected by that meeting. John will wait until after the Police Committee has met next week to speak to the police department.

Richard Roberts mentioned that they may not need to buy the pickup this year.

The Fire Department letter was discussed. Dan will cover fire and rescue when he sits down with them.

General discussion about whether the CIP should be the marketing group for these departments. It seems that CIP feels that each department should be marketing their own items. Perhaps the initial letter should let the departments know that we need their #, a description, and that it is their responsibility to sell their requests to the voters.

Tamworth Conservation Commission – CIP was received, same as last year. Economic Development Committee will be the same as last year. Cemeteries are at zero. Sheldon and Andy are meeting with Parker next week. Andy will then meet with Glen.

CIP Process – format and content

Financial tables (2.7) seem a bit separated from the CIP budget vs. approved (2.12). Should these be closer together? Would moving them (2.7) to the end of section 2 make sense?

Why is the summary (recommendations)(Section 6) not at the end?

Roads and bridges were added at the end, and should possibly be considered an appendix, or Section 6 could all be moved up to 1.0 .

Separate into two documents?

Sections 1,2,3 and 7 would become CIP Guide/Reference. Update every three years.

Sections 4,5, and 6 would be done every year. There are a couple of pieces in the sections that would need to be moved around a bit, for example, tax rate impact.

It would be good to have a short version. Eye candy (graphs) and recommendations?

We could put this short version into the Annual Report.

David will review items and let the group know what changes make sense. He will report back next month. Is there anything that is unnecessary?

2.10 – rating and priority – might be valuable to have it near chart 4.0?

A motion to adjourn the meeting was made by John at 7:57 pm. Andy seconded. APPROVED

Next meeting is June 27.

Respectfully submitted,

Melissa Donaldson

Planning Board Clerk