

# Capital Improvement Planning Committee

## Minutes of the 12/06/2016 meeting

The meeting was called to order by Andy Wyatt at 6.30 pm. (Rodney Richard lost his voice because of a cold))

Members present: Rodney Richard, Paul Schumann, Andy Wyatt, David Steckler and Jan Pieter van Voorst van Beest.

Guests: Tim Giddinge, Jonathan Morris

A motion to accept the minutes of the 11/15/2016 meeting as amended was accepted.

It was established that the balance of the Capital Reserve Fund was \$305,355 as of June 30<sup>th</sup>, 2016.

The spreadsheet was reviewed.

It was noted that the debt service changes are not being reported to the committee.

The committee decided that there is a need for accurate debt service reporting.

A bond for 1.5 million has been issued for the project which also paid off the bond anticipation note. The work on the Brown Road is nearly completed as well as a portion of the Lawrence Road. The expectation is that this work will have been completed by June 2017.

There was a discussion about the importance for the committee to get improved information about the bids for equipment. It was also noted that it would be necessary to improve the accuracy of the bids when they are presented to the committee.

Jon Morris assured the committee that the selectmen will work on improving the bidding process.

Tim noted that the town had received a grant for new Imaging equipment for the Safety Department and that this item can now be taken off the spreadsheet.

The Mallett Hall access ramp can also be removed from the sheet while the window trim cost will be moved into the operating budget.

The replacement/repair cost for the elevator was discussed and put into a five year window at an estimated cost of \$ 30,000. This cost needs to be further researched and checked.

The next meeting was scheduled for Tuesday, January 10<sup>th</sup> and both Jesse Peters and Calvin Beaulieu will be invited.

The meeting adjourned at 7.55 p.m