

**Town of Pelham  
CIP Subcommittee Meeting Minutes  
July 27, 2022**

**LOCATION:** Police Community Room

**MEMBERS IN ATTENDANCE:**

Sam Thomas  
Danielle Masse Quinn  
Jenn Beauregard  
Kevin Cote  
Jim Bergeron  
Bob Sherman  
Hal Lynde  
Greg Smith

**MEMBERS ABSENT:**

None

**OTHERS IN ATTENDANCE:**

Darby Wilson, Planning Department Intern

Sam Thomas called the meeting to order at approximately 6:00 pm.

**PLEDGE OF ALLEGIANCE**

The committee reviewed and discussed the following submissions:

**I. Administrative/General Gov't**

**Main Street Sidewalk Expansion** - This was moved to 2024, coinciding with Bridge Work.

There are no other CIP Submissions at this time.

**II. Police Department**

**Animal Control Shelter** – This was moved to 2024. The number will stay the same until a new quote is received.

**Remodel/Expansion** – This is now their 2<sup>nd</sup> priority. Update: The committee decided to leave this number as is until a new quote is received.

**Radio Infrastructure** - The committee agreed that this is top priority over all other submissions.

**III. Fire Department**

**Replace Ambulance 2** – This was moved to 2026 and confirmed by Chief Midgley.

**Replace Engine-3** – This item was moved from 2027 at \$660,000 to 2026 at \$720,000. We asked Chief Midgley if he could set up a Capital Reserve Fund for engine replacements. He explained that the RSA only allows capital reserves for ambulance replacements. If they wanted a revolving fund, he would need to put in a warrant article each year to encumber the funds. We will check on the RSA and seek legal opinion for moving forward.

#### **IV. Highway Department**

**International Dump Truck** – This is a new submission. It is to replace an existing 2010 Dump Truck. \$274,400.00. This is the cost of the truck plus accessories.

**Catch Basin Cleaner** – This is a new submission. This is so they no longer need to depend on a company to do this work and they could do this at their own pace. They applied for a loan through the Clean Water State Revolving Fund (CWSRF). The “Infrastructure” Principal/Loan Forgiveness will be somewhere between 10-15% of the loan request. The remainder of the loan would be charged a rate of 1-2% interest.

**Catch Basin Replacement** – This is a new submission. They applied for a grant. If they do not receive the grant, they may remove this next year. The committee agreed to leave this on the CIP.

#### **V. Solid Waste Disposal**

**ATG Tractor** – This is a new submission. The number was updated to \$185,000 for 2023.

**6.5 Yard Stationary Compactor** – This is a new submission. \$88,500 was added for 2023.

**F550 Rackbody Dump w/8’ Plow & 2.5 Yard Sander** – This is a new submission. \$110,000 was added for 2023.

#### **VI. Parks & Recreation**

**Raymond Park Restrooms w/ Storage** – This is a new submission. There is a quote attached from 2013. He does not plan to obtain a newer quote until it’s closer to the time of the project. The committee was ok leaving the number as is until next year when a new quote is received.

#### **VII. Library**

**Renovations** – This showed \$72,669 left to be paid in 2022. I’m not sure if this is complete. I can check. Update: The committee was confused as to what was being requested now. We are unsure if this project is completely funded as of now, and they are looking to expend the monies next year. If that’s the case, there really is no new submission. Their worksheet referred to the full amount that was originally requested. Kevin Cote is going to research this. The committee is still unclear what is being asked for. We will ask a representative for the library to come to the next meeting to clarify.

#### **VIII. Cemetery**

No CIP at this time, however Sean Cunniham believes they will have something for next year.

#### **IX. Senior Center (Hobbs Community Center)**

**Roof Replacement / General Maintenance** – We do not have any information on this at this time. She is meeting with the Building Inspector today (7/13) for him to look at the roof to help determine if this needs to be replaced. Update: An email will be sent to Sara to provide the committee with a quote prior to the next meeting for the project to be considered. Sara emailed to take the roof off the CIP, Roland believes it should last another 10 years.

**Entrance Redesign** – We do not have any quotes on this yet. She did submit a narrative. Update: An email will be sent to Sara to provide the committee with a quote prior to the next meeting for the project to be considered. Update: 7/27 no quote received. The Building Inspector stated he would have it by 7/28. The committee will need this quote prior to the next meeting or will need to remove this from the CIP.

#### **X. Planning Department**

No "CIP at this time.

#### **XI. School Capital Expenditures**

**Pelham High School Addition** – This is a 20-year bond/bank note 2015 – 2034. Needs to be updated on spreadsheet.

**Memorial School Upgrade / Renovation** – This is a 20-year Bond/Bank Note 2022 – 2041. Needs to be updated on spreadsheet.

To avoid confusion the committee asked to remove last year's submissions and replace with these since they arranged them differently this year. None of these are new submissions and they intend to seek out possible grants for some of this work.

**PES AC Phase II (1<sup>st</sup> Floor Classrooms)** – Added \$584,790 to 2023. Phase I will be completed by end of Summer 2022. Phase II was on last year's spreadsheet for both the gym and 1<sup>st</sup> floor at \$935,452.

**PES Asphalt Parking Lot & Roadways** – Added \$208,600 to 2024. Committee asked Planning Director to reach out to see if they would move it up to 2023 to avoid price increase. This was on last year's spreadsheet for 2025 at \$149,000.

**PES AC Phase III (Gym & all other remaining spaces)** – Added \$600,132 to 2025. Phase III was on last year's spreadsheet for the AHI Office & Library at \$249,470 for 2026.

**PHS Student Parking Lot Replacement** – Added \$295,830 to 2026. This was on last year's spreadsheet at \$211,307 for 2026.

#### **ADJOURNMENT**

**MOTION:** (Cote/Lynde) To adjourn the meeting.

**VOTE:** (8-0-0) The motion carried.

The meeting was adjourned at approximately 7:30 pm.

Respectfully Submitted  
Jenn Beauregard  
Planning Director