

**Town of Pelham  
CIP Subcommittee Meeting Minutes  
August 3, 2022**

**LOCATION:** Police Community Room

**MEMBERS IN ATTENDANCE:**

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

**MEMBERS ABSENT:**

Greg Smith

**OTHERS IN ATTENDANCE:**

Lynn Garcia, representing Library Board of Trustees

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

**PLEDGE OF ALLEGIANCE**

Lynn Garcia went over the submissions sent in from the library. Jennifer Greene was unable to make the meeting. She explained what has been done to date and that the original quote that the CIP Committee received had some items that they were no longer doing, such as the kitchenette. She explained that they currently had \$184,965 saved in capital reserves for their renovation projects. She was unsure if they were planning to do all the remaining items now or if they were going to wait. After some discussion, it was decided they would proceed with the project with the funds they've allocated and will not put in any additional requests at this time. If they decide to go forward with the rug replacements, that will go in their budget but will not meet the threshold of being on the CIP.

The committee reviewed and discussed the following submissions for the purpose of rating each project:

Priority Rank Key: U = Urgent / C = Committed / N = Necessary / D = Desirable / F = Deferrable /  
R = Research / I = Inconsistent

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

**Main Street Sidewalk Expansion** - It was the consensus to rate this as "N"

## **II. Police Department**

**Animal Control Shelter** – It was the consensus to rate this as “N/R”

**Remodel/Expansion** – It was the consensus to rate this as “N”

**Radio Infrastructure** – It was the consensus to rate this as “U”

## **III. Fire Department**

**Replace Ambulance 2** – It was the consensus to rate this as “C/N”

**Replace Engine-3** – It was the consensus to rate this as “N”

## **IV. Highway Department**

**International Dump Truck** – It was the consensus to rate this as “N”

**Catch Basin Cleaner** – It was the consensus to rate this as “D”

**Catch Basin Replacement** – It was the consensus to rate this as “N”

## **V. Solid Waste Disposal**

**ATG Tractor** – It was the consensus to rate this as “U”

**6.5 Yard Stationary Compactor** – It was the consensus to rate this as “U”

**F550 Rackbody Dump w/8’ Plow & 2.5 Yard Sander** – It was the consensus to rate this as “R”

## **VI. Parks & Recreation**

**Raymond Park Restrooms w/ Storage** – It was the consensus to rate this as “D”

## **VII. Library**

**Renovations** – It was decided with the representative of the Library Trustees, Lynn Garcia, that there would not be any new submissions at this time. They would begin their renovations with the capital reserves they currently have.

## **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** – This has been removed.

**Entrance Redesign** – The quotes received were under that \$75,000 threshold. This has been removed.

## **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.

**PES AC Phase II (1<sup>st</sup> Floor Classrooms)** – It was the consensus to rate this as “N/R”

**PES Asphalt Parking Lot & Roadways** – The committee had asked the School District if they had considered pushing this up to save costs. We received a reply from Deb Mahoney as follows: *This price increase is reflecting what we can expect for current pricing (based on the current market increases). The District is hoping to coordinate the paving of the PES parking lot with the Memorial School project and take advantage of the scale and possible better pricing as a result. We are seeing the price of gas go down at this time, and so we are hopeful that by the time we do this work, we will see less of an escalation in asphalt pricing – but it is very hard to know the future.*

It was the consensus to rate this as “N”

**PES AC Phase III (Gym & all other remaining spaces)** – It was the consensus to rate this as “N/R”

**PHS Student Parking Lot Replacement** – It was the consensus to rate this as “R”

## **FUNDING DISCUSSION**

The committee discussed different types of funding such as Reserve Funds, Special Revenue Funds, and Revolving Funds. It was decided that committee members would research these types of funding and make recommendations to use them more often to set aside monies for future projects, land acquisitions, etc. Sam Thomas is going to bring this subject up to the Master Plan Subcommittee for adding language to our Master Plan, he will discuss with the Planning Board, Board of Selectmen and Budget Committee as well.

## **ADJOURNMENT**

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

**VOTE:** (7-0-0) The motion carried.

The meeting was adjourned at approximately 7:30 pm.

Respectfully Submitted  
Jenn Beauregard  
Planning Director