

## DRAFT Minutes of the July 8, 2020 Capitol Improvements Plan Committee Meeting

Chairman Thomas called the meeting to order at 6:05 PM

In attendance were Sam Thomas (Planning Board Rep/CIP chair), Bob Sherman (BudCom rep), and Jeff Gowan, Planning Director. Absent were Lal Lynde, Kevin Cote, David Wilkerson and Deb Mahoney – note: We had been advised that Deb and Allan would have difficulty attending based on schedule conflicts. Hal was on vacation. Kevin Cote had advised that he was not designated by the BOS as a CIP Rep and that he believed BOS Chair Haverty was a BOS or alternate to the CIP.

The attending members voted to approve the minutes of the 6/24 meeting.

The CIP Committee discussed the responses provided to questions asked of department heads and SAU representatives which had been answered since the last meeting.

### General:

There was discussion about the possibility of repurposing the two portable classroom trailers currently deployed at Memorial if the school addition is approved by the voters in 2021. Of course, the disposition of those portables would be up to the SAU but the one with bathrooms in it may be of use at one of Pelham's parks or sports fields. But we agreed this is not really part of the CIP, rather just a suggestion for future consideration.

### BOS/Town:

The next item discussed was the BOS/Town submission of \$190K for a Main Street sidewalk expansion project to be coordinated with the replacement of the Main Street bridge that the BOS wants sidewalks on. As the official submitting the project on behalf of the Town, the Planning Director suggested the \$190K be broken down into thirds with approximately \$64K being penciled-in for 2021, 2022 and 2023 so the full funding would be available to allow construction commensurate with the bridge construction. An additional question was asked regarding whether or not the Town still had the \$81,932 under the Town Building Emergency Repair Capitol Reserve and if there was a need to carry a revised number during the next seven-year period, if the amount would meet the CIP project threshold of \$75K.

### Police Department:

There was no update in response to the question asked at the last meeting so the Committee will assume an update for next year's CIP and would likely keep the project with its current rating of N/R in 2022 or beyond.

### Fire:

The CIP Committee has asked the Chief why he was not establishing capitol reserve accounts for his non-ambulance equipment submissions. He was reached by phone during the meeting and responded that doing so would require voter approval in each year a capitol reserve line item was sought which is a risky proposition since you could collect part of the money then not get approval for the last year leaving the project in limbo. Apparently, that does not apply to ambulances. The Chief also confirmed that the first phase of his communication equipment upgrade of \$180 K in 2021 would be expended at that time for the first phase of the project with the 2<sup>nd</sup> phase of \$500K falling in 2024 for the 2<sup>nd</sup> and final phase of that upgrade. The Chief also confirmed that he has purchased the Engine 1 sought and programmed in the 2020 CIP year that was approved by the voters.

### Highway/Transfer:

There were a few remaining questions that the CIP Committee felt would be best answered in-person with Frank attending the next meeting. One of these was in regard to the new 3.5 Yard 4WD loader that was in the last CIP as a 2020 purchase and how that prior loader impacts the new request for 2021. Member Sherman also asked about what happens when single stream ends. Is there a plan for the alternative operation that should be mapped-out in the CIP schedule. Frank will be able to respond when he attends the next CIP meeting which will held during the day.

### Library:

The Committee discussed the Library submission and the reply from the Library Director that they plan to put the \$41,142.25 into the operating budget rather than as a capitol reserve account. The overall project still meets the \$75K CIP threshold so it should still be programmed as such.

### Schools:

Deb Mahoney had sent a detailed response to the CIP Committee's prior questions about the bonding of the Memorial School. We also discussed the need to carefully caveat the CIP project submissions that would go away if/when a Memorial School renovation passes at the ballot box. The Committee thought it would be advantageous to ask SAU representatives to join us at the next meeting to be sure we properly prioritize and schedule their projects given the

calendar year vs fiscal year budget cycles and the potential for last minute questions for their project submissions.

The next meeting was set for Wednesday, July 22 at 10Am in the Police Community Conference Room.

The meeting was adjourned at 8:08 PM.