

MINUTES

Capital Improvements Program Committee

Meeting Date and Time: Monday, November 27th 2023, 6:30 PM

Meeting Place: Old Town Hall, 19 Meeting House Hill Rd, Sanbornton NH

Present: Chair Andy Sanborn, Nina Gardner, Bob Silvia, Jody Slack, Selectman Glenn Frederick

a. Minutes – Nina Gardner made a motion to approve the draft minutes of 11/6 with corrections. Selectman Frederick seconded the motion and the motion passed unanimously.

b. Library CIP request – Chair Andy Sanborn asked if there are still outstanding requests from last year yet to be completed; Library Director Rebekka Mateyk explained that they received a T-Mobile grant to replace windows but are still waiting on the painting of the cupola and the building. Library Trustee Ginny Blackmere explained that the library is requesting to add automatic door openers to the exterior and interior doors which will improve accessibility; there has been an ongoing issue with the lock on the door not working so that will be addressed at the same time. They would like to use the remainder of the grant from T-Mobile to pay for half the work, so the request for tax dollars is around \$7,500.

Bob Silvia noted that additional electric work will be required as noted in the quote from the vendor and suggested adding in extra funds to the request to cover this, possibly \$1,000. He added that the quote is good for 30 days and may increase by the time the work can be completed in FY25. Selectman Frederick asked if the T-Mobile monies will expire and Rebekka responded that she will not lose the funds as long as she keeps them informed about how she plans to spend them.

c. Transfer Station CIP plan – Transfer Station Manager Shauna Goutier explained that the backhoe will need to be replaced. Funds were taken from that CRF to pay for the pick-up truck earlier than expected so that money needs to be recuperated and then adjusted for inflation. She has received a ballpark figure of \$200,000-\$250,000 for a new backhoe. The existing backhoe was previously used by the Highway Dept and is in rough shape. Highway Dept Director Johnny Van Tassel explained that he is planning to replace the Highway Dept's backhoe next year using Block Grant funding and could then give the Transfer Station their current backhoe. The money in the current CRF for the backhoe could be used to refurbish that one.

Nina stated that this could be a solution for the backhoe and \$40,000 in the CRF for refurbishments sounds appropriate, but she is concerned about the other equipment at the Transfer Station. Shauna stated that the compactor will need a new oil tank; Chair Sanborn asked her to research the life expectancy of the compactor as well as the forklift so she knows how much will need to be set aside each year for replacements. Shauna noted that the recycling building will probably need a new roof and the gutters are starting to bend, and the office building will need a new roof and siding. The cement blocks where the demo dumpsters are need to be replaced also, and she is waiting on a quote for paving. Jody suggested selling the bailers that are not being used as the Town no longer separates recycling.

d. Highway Dept requests – Johnny provided an updated five-year plan for roads; the rest of Perkins Rd to Autumn Drive is on the plan for next year at a cost of \$244,500. He has moved up Grey Rd on the plan which is not performing well. Chair Sanborn noted that Dr. True Rd is not on the plan at all; Johnny stated that he is still waiting to see what grants the Town may receive. Selectman Frederick stated that having money in a CRF for this work would show that the Town is already committed to doing the work; Johnny explained that the Town has already put money towards the engineering study for Dr. True Rd. He believes the work would cost over \$500,000. Johnny noted that he could push out the shim and overlays in Town to save money but that would mean the paved roads aren't being maintained as well as he would like. Nina noted that the same roads are focused on year after year but the lesser known gravel roads remain unimproved.

Chair Sanborn recommended establishing a CRF separate from the regular Roads CRF just to address projects that will mitigate runoff into Lake Winnisquam; he believes having \$200,000 in a CRF will help with grant matching.

Johnny provided a layout of truck purchases. Chair Sanborn stated that he believes more money needs to be put in the CRF for Heavy Equipment as there have been costly repairs needed in recent years. Members agreed that \$150,000 for Bridges is still an appropriate number; Chair Sanborn will ask for current CRF balances as the report he was provided with was from June 2023 before the new fiscal year started.

e. Selectmen CIP requests – Selectman Frederick stated that these are still being worked on. Nina stated that Old Town Hall needs to be addressed and members agreed. Chair Sanborn made a motion to recommend adding \$100,000 in the CRF for Old Town Hall Repair and Restoration. Jody seconded the motion and the motion passed unanimously.

Meeting adjourned at 8:45pm. The next meeting is scheduled for **Wednesday, December 13th at 6:30pm.**

Respectfully submitted,

Audry Barriault