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Capital Improvement Plan (CIP) Committee

Town Council Chambers  
**September 6, 2022**

**APPROVED MEETING MINUTES**

**Members Present**: Philip Nazzaro - Chair (School Board Rep), Richard LeSavoy - Vice-Chair (Budget Committee Rep), Jane Ford (Planning Board Rep), Bart McDonough (Director of Community Development), and Brian Ward (Town Council Rep- *Alternate*)  
**Members Absent**: Danielle Honan (Budget Committee Rep- *Alternate*) and  
Colin D. White Sr. (Town Council Rep)  
  
The meeting was called to order at 6:04 PM by Chair **Phil Nazzaro.**   
  
**1. Pledge of Allegiance**

**2. Approval of Minutes: September 13, 2021 & August 30, 2022**  
No action was taken on the September 13th minutes which have already been approved. The September 21, 2021 Draft Minutes will come before the CIP for approval at the next meeting.  
 **Action**  
**Motion**: **Rich LeSavoy** moved to approve the Draft Minutes of  
 August 30, 2022 as written.   
**Second**: **Brian** **Ward**  
**Discussion**: None  
**Vote**: **Approved 4-0-0**

**3. Review of 2023 CIP Requests by Department  
Bart** reviewed the documents in the packet. The members began the review of the requests that have been submitted for consideration.  
  
**Newmarket Master Plan Update – MPU-1**  
Submitted by Bart McDonough Capital Reserve Fund Balance: $80,526  
Request for FY 23-24: $10,000

Seeking a Grant from InvestNH this year for $25,000. <https://www.nhhfa.org/housing-opportunity-planning-grants>

**Action  
Motion**: **Brian Ward** moved that MPU-1 be **approved for $10,000 as an “N”.** **Second**: **Jane Ford**  
**Discussion**: None  
**Vote**: **Approved 4-0-0  
  
Schanda Park Living Shoreline/Park Improvements – RFC-2**Submitted by the ConCom and Riverfront Advisory Com Capital Res Fund: -0-  
Request for FY 23-24: $75,000The members had specific questions and request a presentation.  
  
**Moonlight Brook Culvert Outfall/Culvert Replacement** **– RFC-1**Submitted by the ConCom and Riverfront Advisory Com Capital Res Fund: -0-  
Request for FY 23-24: $50,000  
The members had specific questions and request a presentation.  
  
**Newmarket Library Roof Replacement and Repairs – L-2**Submitted by Kerry Cronin Capital Res Fund Balance: $130,856.87  
Request for FY 23-24: $10,000  
The members had specific questions and request a presentation.  
  
**Newmarket Library Architectural Feasibility Study – L-1**Submitted by Kerry Cronin Capital Res Fund Balance: $130,856.87  
Request for FY 23-24: $25,000  
The members had specific questions and request a presentation.  
  
**Lg. All-Weather Sound System for Community Park Complex – R-7**Submitted by Aimee Gigandet Capital Res Fund Balance: $171,760  
Request for FY 23-24: $10,000  
Using Enterprise Fund for $5,500, plus installation.  
The members had specific questions and request a presentation.  
  
The members also had specific questions and request a presentation about:

**Skateboard Park – R-6  
Beech Street Center – New Wellness Center** **– R-5  
New Playground for Elm Street Neighborhood Area – R-4  
Recreation Vehicles – R-3 *Nothing Requested for FY 23-24*Large Permanent Shade & Rain Shelter – R-1**  
  
**Aqua Land – Splash Pad at Leo Landroche** **– R-2**Submitted by Aimee Gigandet Capital Res Fund Balance: $171,760  
Request for FY 23-24: $5,000  
 **Action  
Motion**: **Brian Ward** moved that R-2 be **approved for $5.000 as an “N”**.  
**Second**: **Jane Ford**  
**Discussion**: None  
**Vote**: **Approved 4-0-0**The members had several questions about the submissions from Sean Greig for the **Water and Sewer** **– R-1 through R-9.** A discussion is requested with him. **LiveScan Printing – PD-4** (kiosk style fingerprinting station)Submitted by Chief Gregory Jordan Capital Res Fund Balance: $175,292  
Request for FY 23-24: $5,000  
 **Action  
Motion**: **Jane Ford** moved that PD-4 be **approved for $5,000 as an “N”.**   
**Second**: **Brian Ward**  
**Discussion**: None  
**Vote**: **Approved 4-0-0  
  
Building Expansion Services – PD-3**Submitted by Chief Gregory Jordan Capital Res Fund Balance: $175,292  
Request for FY 23-24: $5,000  
 **Action  
Motion**: **Rich LeSavoy** moved that PD-3 be **approved for $5,000 as an “N”.**   
**Second**: **Brian Ward**  
**Discussion**: None  
**Vote**: **Approved 4-0-0  
  
Police Vehicle– PD-2**  
Submitted by Chief Gregory Jordan  
Request for FY 23-24: -0-  
 **Police/Dispatch – PD-1**  
Submitted by Chief Gregory Jordan Capital Res Fund Balance: $175,292  
Request for FY 23-24: $23,666 **Action  
Motion**: **Brian Ward** moved that PD-1 be **approved for $23,666 as an “N”.**   
**Second**: **Rich LeSavoy**  
**Discussion**: None  
**Vote**: **Approved 4-0-0**The members had several questions about the submissions from Rick Malasky for the **Department of Public Works** **– DPW-1, DPW-2, and DPW-4.** A discussion is requested with him. **Department of Public Works – DPW-3**Submitted by Rick Malasky Capital Res Fund Balance: $276,659  
Request for FY 23-24: $250,000 **Action  
Motion**: **Jane Ford** moved that DPW-3 be **approved for $250,000 as an “N”.**   
**Second**: **Brian Ward**  
**Discussion**: None  
**Vote**: **Approved 4-0-0  
  
Fire/Rescue Vehicles – F-1**Submitted by Chief Rick Malasky Capital Res Fund Balance: $129,215  
Request for FY 23-24: $50,000 (for 2021 E-One Pumper)  
The members had specific questions and request a discussion with Rick.  
 **4. Other Business  
Bart** will contact those Department Heads/Submitters who the CIP wishes to question specifically about their proposal submissions and schedule them for the next meeting. He will also let them know the nature of the CIP questions to help them prepare.

**6. Adjourn  
 Action**  
**Motion**: **Jane Ford** moved to adjourn at 8:08 PM  
**Second**: **Brian Ward**  
**Discussion**: None  
**Vote**: **Approved 4-0-0**  
The next meeting will be held on Thursday, September 8, 2022 at 5:15 PM.  
Respectfully submitted,   
  
  
Sue Frick  
Recording Secretary