Approved Minutes

TOWN OF NEWMARKET, NH
**CAPITAL IMPROVEMENT PLAN (CIP) COMMITTEE**
September 17, 2018

2:00 PM Town Hall Auditorium

**Members Present:** Russ Simon (Chairman), Amy Burns (TC Rep), Jamie Bruton (PB Rep),
Trevor MacDonald (Budget Com Rep), and Judith Ryan (Member at Large)
**Members Absent:** Jane Ford (PB Rep), Gretchen Kast (TC Rep - Alternate), and Al Zink (School Board Rep) **Others Present:** Diane Hardy (Town Planner), Greg Marles (Facilities Director), and Sue Frick (Recording Secretary)

**Call to Order at 2:00 PM**

1. ***Pledge of Allegiance***
2. ***Approval of Minutes*** *September 5, 2018:* The Chairman made one correction to the draft minutes on page 1.

 **Action**

**Motion:** **Trevor MacDonald** moved to approve the minutes of
 September 5, 2018 as amended

**Second: Amy Burns**

**Vote:** Approved 3-0-2

1. ***Election of Vice Chairman***

 **Action**

Motion: **Diane Hardy** nominated **Judith Ryan** to serve as Vice Chairman

Second: **Amy Burns**

There were no other nominations and no discussion.

**Vote:** Approved 5-0-0

1. ***CIP Presentations by Department Heads***

**Public Works – Director Rick Malasky** detailed his proposals in four major categories to be considered for the CIP this year. He updated the condition of all the equipment and ranked his requests. The four categories are:

* **Vehicles/Equipment** ($195,360)
* **Stormwater Management** ($25,000)
* **Road Improvements** ($260,000)
* **Sidewalk Improvements** ($50,000)

He addressed all questions from the members. His total request for FY19/20 is **$530,360.**

**Fire and Rescue – Chief Rick Malasky** detailed his proposals for two major categories to be considered
for the CIP this year. He update the condition of all the vehicles and protective equipment. The two
categories are:

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* **Vehicles** ($263,920)
* **Protective Equipment** ($68,830)

He addressed all questions from the members. His total request for FY19/20 is **$332,750.**The CIP thanked Rick very much for his time and detailed presentation.

 **Police/Dispatch – Chief Kyle True** detailed his proposals for two major categories to be considered for the CIP this year. He update the condition of all the vehicles and dispatch equipment. The two categories are:

* **Vehicles** ($47,500)
* **Dispatch Communications** ($25,470)

He addressed all questions from the members. His total request for FY19/20 is **$72,970.**The CIP thanked the Chief for this time and detailed presentation.

 **\*\*\*\*\* Short Break and Discussion \*\*\*\*\***

**Facilities – Facilities Director Greg Marles** detailed his proposals for many Town facilities which fall under his purview.
**Buildings and Grounds:**

* **Beech Street Ext Building Improvements** ($14,960)
* **Library (three projects)** ($39,590)
* **Macallen Dam Project** ($50,000)
* **Police Department HVAC Replacement and Upgrades** FY20/21

Several of Greg’s forms were missing from the package and will be discussed at the next meeting. He touched briefly on several of the projects and their condition to be discussed at the next meeting: 1) Recreation Center Round House at Leo Landroche Field, 2) Recreation Department Parking Lot, 3) the Stone Museum, and 4) Roof Replacement at the Public Works Building. The total Facilities CIP request will be included in the minutes of the next meeting.

He described in some detail the ESCO program (Energy Service Companies (ESCOs) are an experienced and effective delivery mechanism to provide the maximum amount of energy efficiency resources. These companies work as a financing mechanism that will not cost the taxpayers.) which will truly benefit the Town. He will provide the CIP with a list of those projects that will benefit from that funding. Diane will bring the members all of the missing pages to the meeting tomorrow.

1. ***Adjourn***

 **Action**

**Motion:** **Trevor MacDonald** moved to adjourn the meeting

**Second: Jamie Bruton**

 **Vote:** Approved 5-0-0

 The meeting was adjourned at 4:20 pm

 Respectfully submitted,
 Sue Frick, Recording SecretaryAttendance at the Conservation Celebration is $10 per adult, $5 per child 7 and over (children under 6 are free). Includes lunch. Please reserve your spot by Wednesday, June 3th by calling 603-778-6088, emailing register@seltnh.org or completing [**this online form**](http://weblink.donorperfect.com/2015annualmeeting)**.** Please specify which field trips you will attend and whether you would like a vegetarian meal.