

CIP Committee

Agenda

Tuesday, October 18, 2016

In the Town Offices located at 56 Littleton Road

6:30 PM

1. Approval of September 27, 2016 minutes
2. Department Head meeting: Recreation, Library, Cemetery and Airport
3. Any other business that may come forth

Frank Lombardi
CIP Chairman

Whitefield CIP Committee Minutes for October 18th, 2016

Member Attendance: Peter Corey, Alan Theodor, Bill Robinson, Bob Bergin, and Scott Burns

Library Representatives: Sandy Holz and Kathy Dunlap

Recreation Department: Kelly Smith

Cemetery Trustees: Roy Birard

The meeting convened at 6:30 PM.

Bill Robinson made a motion to accept the minutes of 9/27/2016. Scott Burns seconded the motion. The minutes were unanimously approved as written.

Kelly Smith presented one capital improvement project for the Recreation Department. This consisted of new playground equipment to be installed in the vicinity of the new town hall. The proposal amount was for equipment only and did not include site preparation or installation costs. Kelly agreed to coordinate with the Public Works Department to determine site costs. She also agreed to look into possible grants to offset all or a portion of the costs. She will submit the revised proposal as soon as possible.

The library trustees stated that the library is in immediate need of a new roof. A contractor performing some trim work alerted the trustees that the roof is significantly deteriorated. No dollar amount was associated with the proposal and the trustees asked that the Public Works Department seek estimates on the library's behalf as the PWD has historically taken care of the exterior of the building. Peter Corey offered to convey the information to the PWD for action.

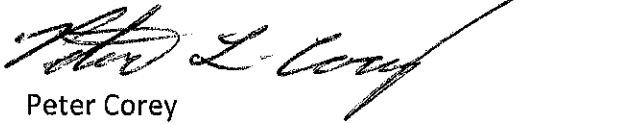
Roy Birard stated that the only extraordinary expense foreseen by the cemetery trustees is the need to research the deeds for the Burns and Harris cemeteries. The town has maintained both cemeteries for years but no documentation has been found to show that the town has a deed to either one. There is no estimate for what this research might cost hence it was mentioned for information purposes only and not added to the CIP.

Although scheduled, the airport did not present at this meeting. Earlier in the day Jim Ash, Airport Commission Chairman, made a request to reschedule the airport's submission. The airport has a 10-year master plan containing a number of FAA requirements that will likely require funds from the town. The commission is in the process of reworking that plan with the NH Bureau of Aeronautics and needs about one more month to finalize it. The airport was rescheduled for November 16th.

Members were reminded that the next CIP meeting is scheduled for November 2nd. Peter Corey stated that he is not available for that date. Al Theodhor stated that his attendance is tentative.

The meeting adjourned at 7:05 PM.

Submitted by:

A handwritten signature in black ink, appearing to read "Peter L. Corey", with a long, sweeping horizontal line extending to the right.

Peter Corey

Acting Chair