

CIP Committee  
Draft Minutes  
Wednesday, September 16, 2015  
6:30 pm

Meeting called to order at 6:30 pm in the Fire Station Conference Room

Present: Steve Felton, Susan MacLeod, David Toth; Absent: Ingrid Heidenreich  
Eli Badger, Marden Badger, Norm DeWolfe, Fran Newton, Alice Staples

**Library:** Mardean Badger and Alice Staples, Library Trustees came to further discuss the option of working through the Town for the purchase of the Old School building for the library and community meeting place. Dave, in his presentation to the Board of Selectmen on Sept. 8 did make the point that the purchase would be a cost effective move for the Town – for an improved library, for meeting space, for the Town to again own the historically significant building, and as an asset for economic development. The Trustees have been researching other libraries to compare numbers. The current library space is 1,200 sq. ft., and the total in the Old School is 7,900 sq. ft. Sunapee just built a single story 7,200 sq. ft. library at a cost of \$2.7 million (including land purchase). It is standard with new furnishings, nothing fancy, and limited storage space. The Library Trustees Association website lists all the libraries that have been expanded or built new to compare to. Bristol's expansion cost about \$1 million. The CIP Committee recommended that the Trustees need to make a case for this to the BOS, the Budget Committee, and to the public. Using all the data they can find with help from their consultant Tom Ladd, they should prepare to address all questions: how much space do they actually need; how much is the average cost for new libraries; how much are the operating costs going to be; what happens to the Scribner building if they leave; what is the bond's impact on the tax rate? To follow through on the suggestion to directly approach the bank holding the mortgage, they need to have a business plan, a knowledgeable negotiator advocate for them, and the BOS to be involved as the proposed buyer. If the purchase price is \$750,000, the Trustees need to itemize the \$100,000 added to cover renovation and furnishing. Grants for this must also be pursued. Beno Lamontagne is willing to meet with them to discuss CDBGs and tax credits. The School Board decided not to amend the deed restrictions so the building remains a more difficult sell, but the opportunity to buy could still be lost if they don't work on this now. Mardean asked about the process for requesting an increase in the operating budget in anticipation of a positive vote on the building. The actual purchase and renovations would most likely take 6 months, so the increase in operating costs should be included as a timeline within their business plan to present to the budget committee. Those costs have been difficult to calculate because it's been quite some time since the building was fully utilized. Researching utility bills from the past would be necessary. Dave offered to help put together spreadsheets for them.

**DPW updates:** No additional information on equipment life span yet received. Dave added numbers for the proposed road work on all of Highland St. NHDOT scheduled for 2021. The engineering would be done 2019-20 with Town paying 20%. NHDOT also agreed to look at the traffic island intersection since Highland Street ends there.

**Financial Forum Presentation:** Still need confirmation that Budget Committee will participate. Work needs to be done on refining material to key points within a short presentation. Handouts with detailed information and spreadsheets would also be made available on website and for distribution. A comprehensive newsletter modeled after the W&S was discussed and suggested that the Town Administrator be involved. It was also decided that the forum should be done closer to voting time, maybe shortly before the "Meet the Candidates Night" in February.

**Other:** Dave will touch base with new P&R Director Ann Barney. Future CIP meetings can be less frequent as the process is streamlined to updating information.

**Next Meeting:** Wednesday, October 21, 2015, 6:30 pm

7:37 pm: Motion to adjourn, all in favor.