

CIP COMMITTEE
Draft Minutes
Wednesday, August 17, 2016
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 without notice: Ingrid Heidenreich
Fran Newton, Town Administrator Charlie Smith, Library Trustee Alice Staples, Librarian Sara Weinberg

Waiting for the library representatives, Dave Toth reviewed the spreadsheet and process for Charlie Smith. The Police Department is the example of a straightforward plan to purchase vehicles on a rotation by setting up capital reserves to eventually purchase rather than lease all future vehicles. Mr. Smith asked if the vehicles out of police service were still used by the town, something Sanbornton does. Topic for future discussion. The Fire Department is challenging with the pressing need to replace two of the engines, especially having been delayed for two years with the warrant defeated. Selectmen putting the end-of-year surplus into capital reserves was mentioned as one option to help in funding. Mr. Smith asked whether the department had any fundraising activities. The Firefighters Association has done some in the past that are not specifically for equipment, and the department itself has not. Chief Heath's active pursuit of grants was mentioned. Discussion wrapped up with Dave asking Mr. Smith to help with the CIP recommendations.

Library: The warrant article for the purchase of the Old School building was defeated, as was the one for \$25,000 in capital reserves. The Library Trustees need to work on fundraising, grant opportunities, and marketing to the public for support. They should explore a specific fundraiser with a set goal amount. Mardean Badger had submitted a grant application for furnishings if the building was purchased. CDBG funding for community facilities was mentioned as one to pursue in 2017. Sara Weinberg created a historical summary of the library which she distributed. They should continue to do promotion on the Facebook, website, and Destination Ashland pages and through regular press releases. Steve Felton asked whether libraries were able to create some type of revenue stream to cover costs of operation. This would need to be researched; no examples of it came to mind. The report by consultant Tom Ladd was just recently submitted, and the trustees will create an executive summary to circulate. Again the idea to directly approach the mortgage-holding bank was brought up. A few bankers had been asked to help, but no one agreed to do it. It was suggested to consult with NHMA and MRI for finding experts, and call State and Federal representatives and senators for assistance. It was also recommended that the trustees request the capital reserve warrant be placed on the ballot by the Selectmen, not by petition.

Other: DPW : Equipment lifespan and road information still outstanding. **Parks & Recreation:** Director Ann Barney working on requested cost estimates. **Town administration:** no capital needs had been submitted by previous Town Administrator.

Next Meeting: Wednesday, September 7, 2016 5:30 pm at the Fire Station if necessary information received to review. Next scheduled meeting is Wednesday, September 14, 2016 to finalize spreadsheet and work on recommendations.

8:02 pm: Motion to adjourn, all in favor.