

**Town of New Durham  
Capital Improvements Plan Advisory Committee  
Wednesday September 13, 2023 -10:00am  
In-person Meeting at the New Durham Community Room**

**MINUTES**

**1. Call to Order:** Introduction of Members

- Scott Drummey opened the meeting at 10:00am, and all Board members introduced themselves follows;
  - Scott Drummey, CIP Chairman and Planning Board Representative
  - Susan DeRoy, Budget Committee Representative
  - Dorothy “Dot” Veisel, Select Board Representative
  - Mark McFadden, CIP Secretary and Member at Large
  - Thomas ‘Tom’ Baker, CIP Vice-Chair and Member at Large

Others in Attendance (the audience):

Stephanie Lundy – New Durham Admin Assistant

**This meeting was being live streamed and audio recorded for future viewing.**

**2. Agenda Review:**

- Scott D. reviewed the Agenda with all present. No additions or changes.

**3. Review of prior minutes:**

- 9/6/23: Approved as amended; M: Susan D., 2<sup>nd</sup> Dot V., motion passed 5-0-0

**4. Review and Discussion of CRF/ETF funding requests:**

- a. Library Cap. Items/Projects – Recommendation: \$4,000; M: Susan D. 2<sup>nd</sup>: Dot V., motion passed 5-0-0
- b. Meetinghouse Rest. – Recommendation: \$25,000; M: Scott D. 2<sup>nd</sup>: Tom B., motion passed 5-0-0
- c. Cap. Res/Town Bldgs – Recommendation: \$75,000; M: Scott D. 2<sup>nd</sup>: Tom B., motion passed 5-0-0
- d. Boodey Farmstead (create paving project ETF) – Recommendation: \$3,000; M: Tom B. 2<sup>nd</sup>: Susan D., motion passed 5-0-0
- e. Parks & Rec. (New Rec. Center Bldg.) – Need for additional business planning cited – Recommendation: \$15,000; M: Tom B. 2<sup>nd</sup> Mark M., motion passed 4-0-1, (Dot V. abstained)
- f. Smith Ball Field Imp. CRF title/language change to include all Park & Rec. facilities – Recommendation: \$5,000; M: Tom B. 2<sup>nd</sup> Mark M., motion passed 4-0-1, (Dot V. abstained)
- g. Critical software/comp. updates – Recommendation: \$50,000; M: Tom B. 2<sup>nd</sup> Dot V., motion passed 5-0-0
- h. Records Mgmt.- Recommendation: \$15,000; M: Tom B. 2<sup>nd</sup> Dot V., motion passed 5-0-0

**5. Meeting Schedule:**

- a. September 20, 2023 10:00-12:00

**6. Adjournment**

- Motion to Adjourn at 11:31am. M: Tom B. 2<sup>nd</sup>: Dot V., motion passed 5-0-0

Minutes respectfully submitted by Mark McFadden

**ACTION ITEMS**

1. Kathleen Blaney – OPENED 8/23/23 - Provide updated financial balances to CIP Committee members
2. Chief Varney – OPENED 8/30/23 – Provide spreadsheet updates for CRF & ETF requests and justification
3. Judy Purington – OPENED 9/6/23 – Request to obtain and provide detailed records for expenses and repairs of highway equipment