

**Town of New Durham
Capital Improvements Plan Advisory Committee
Wednesday July 12, 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 10:07am

The 2023 Board members introduced themselves and are individually listed as follows;

- Scott Drummey, Planning Board Representative
- Susan DeRoy, Budget Committee Representative
- Dorothy “Dot” Veisel, Select Board Representative
- Mark McFadden, Member at Large
- Thomas ‘Tom’ Baker, Member at Large

Others in Attendance (the audience):

Stephanie Lundy – New Durham Admin Assistant
Nicole Zoltko – New Durham Town Administrator
Cathy Orlowicz – community member

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

2. Agenda Review

- Scott Drummey reviewed the Agenda with all present. No additional changes noted at this time.

3. Committee Membership

- Select Chairman, Scott Drummey nominated by Tom, 2nd by Dot, passed 4-0-1
- Select Vice Chair, Tom Baker nominated by Scott, 2nd by Dot, passed 4-0-1
- Select Secretary, Mark McFadden nominated by Tom, 2nd by Dot, passed 4-0-1

4. Review of Documents

- NH RSA 674:5-8, was read by Chairman Drummey. Scott asked for “clarity on whether the CIP Advisory Committee was formed via the local legislative process or appointment by a capital committee. Nicole Zoltko, New Durham Town Administrator provided clarity and cited approval of a 2007 Warrant Article (25), establishing the CIP as a subcommittee of the Planning Board.
- CRF/ETF Account Info. (MS 9) report was furnished to the committee. A question was asked if the figures included approved warrants. It was noted that necessary updates will be included in the review process.
- 2023-2032 CIP Report was furnished to the committee and reviewed. Nicole informed the committee that this report was also furnished to all departments asking them to update and provide input to the committee for inclusion to the 2024-2033 report.

5. Goals and Objectives:

- Master Plan, was discussed, Chairman Drummey asked that all committee members independently review and be prepared to discuss at the next meeting. (NOTE this document can be found on the Town’s webpage).
- Facilities Plan was discussed, (NOTE this document can be found on the Town’s webpage).

Dot Veisel made the comment that the Board of Selectmen appointed a New Durham Public Safety Facility site committee, and that the group is scheduled to report back by August 15, 2023.

- Other

The committee was polled asking if they wanted to perform a New Durham Facilities Tour. All were in favor of this. Facilities to be toured, Fire, Police, Town Hall, Transportation, Solid waste (DPW), Library, Meeting House, Zachariah Boodey Farmstead, and Recreation facilities (to include the ballfields and beach). It was asked that the Shirley Cemetery be included in the list of tours.

In person presentations of Capital Improvement Plan requests by Department Heads to be scheduled.

6. Review of Minutes:

- October 27, 2022, Mark made a motion to accept the revised minutes of October 27, 2022, Scott 2nd. Chairman Drummey informed the committee that even though they were not present for the minutes they can still vote, the motion passed 4-0-1.

7. Meeting Schedule:

- September 26, 2023 – 10:00am – 12:00pm
- August 9, 2023 – 10:00am – 12:00pm
- August 23, 2023 – 10:00am – 12:00pm

8. Adjournment

- Motion to Adjourn at 10:53 AM. M: Tom B. 2nd: Susan D.

Minutes respectfully submitted by Mark McFadden

ACTION ITEMS

1. Stephanie / Nicole –Obtain dates and schedule of New Durham Facilities Tours with all committee members. - **OPENED 7/12/23.**
2. Stephanie / Nicole --In person presentations of Capital Improvement Plan requests by Department Heads to be scheduled -**OPENED 7/12/23.**