

**Town of New Durham
Capital Improvements Plan Committee
Thursday August 25, 2022 -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

The 2022 Board is made up by the below listed individuals;

- Scott Drummey, Planning Board Representative
- Ellen Phillips, Budget Committee Representative
- Rudy Rosiello, Select Board Representative
- Mark McFadden, Member at Large
- Thomas ‘Tom’ Baker, Member at Large

Others in Attendance (the audience):

- Dorothy “Dot” Veisel
- Kathleen Blaney

This meeting was being live streamed and taped for future viewing.

2. Agenda Review

- Scott Drummey reviewed the Agenda with all present, no additions or discussion.

3. Committee Membership

- Select Chairman, Scott Drummey nominated by Ellen, 2nd by Tom, passed 5-0
- Select Vice Chair, Mark McFadden nominated by Ellen, 2nd by Rudy, passed 5-0
- Select Secretary, Tom Baker nominated by Ellen, 2nd by Scott, passed 5-0

4. Review of Documents

1. NH RSA 674:5-8, was read by Chairman Drummey. No questions or discussion from the members.
2. CRF/ETF Account Info., was presented to the committee, question was asked if the figures included approved warrants. Kathleen Blaney advised the committee that monies approved on the warrant and expenses approved by BOS we be added to breakout accounts after August 29, 2022.
3. 2022-2031 CIP Report, was discussed, Rudy asked for minutes of Selectmen’s report on expenditures approval versus those NOT approved as recommended by the Committee. Ellen says she has a copy of the document of differences of what was requested by the CIP committee vice what was funded by the Selectmen.

5. Goals and Objectives:

- **Master Plan**, was discussed, several members of the committee did not have hard copies of this document. Ellen asked that the Master Plan look at three areas; 1) issues of transportation, 2) affordable housing, especially for seniors, and 3) sidewalks.

-Rudy said those items may be discussed, but may be outside the scope of this committee.

Referencing the above subject, Dot Veisel made the comment that the Master Plan is a document for the future of New Durham. Department Heads are to keep the Master Plan up-to-date following requests and fund requirements.

Also noted that the Planning Board has the responsibility to keep the Master Plan updated.

- **Facilities Plan** was discussed, (NOTE this document can be found on the Town's webpage).

Public Safety facility is the most important. A conceptual design has been completed and is being scrubbed by the Fire and Police department in conjunction with the Board of Selectmen.

Discussions concerning current Police facility is being considered to be repurposed. No final decision had been made.

Reference the above subject, Dot Veisel made the comment that the Board of Selectmen has not received a report on space study. Rudy noted that the Engineering firm did provide a finalized space report, which can be found on the town website.

- **Other**

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

Also noted that a tour of the towns facilities will be scheduled for all committee members. Facilities to be toured, Fire, Police, Town Hall, Transportation, Solid waste (DPW), Library, Meeting House, and Recreation facilities (to include the ballfields).

- **Review of Minutes:**
- November 01, 2021, Chairman Drummey made a motion to accept the minutes of November 01, 2021, Ellen 2nd. As Chairman Drummey was the only one at the prior meeting, the other committee member abstained, the motion passed 1-0-4.
- **Meeting Schedule:**
- September 22, 2022 – 9:00am – 12:00pm
- September 29, 2022 – 9:00am – 12:00pm
- October 06, 2022 – 9:00am – 12:00pm
- October 20, 2022 – 9:00am – 12:00pm
- October 27, 2022 – 9:00am – 12:00pm
- **Adjournment**
 - Motion to Adjourn at 11:10 AM. M: Tom B. 2nd: Rudy, passed 5-0

Minutes respectfully submitted by Tom Baker

ACTION ITEMS

1. Kathleen - CRF/ETF Account Info., ensure that warrant funds were added to breakout accounts after August 29, 2022. **OPENED 8/25/22.**
2. Kathleen - 2022-2031 CIP Report, provide minutes of Selectmen's report on expenditures approval vice those NOT approved as recommended by the Committee in excess of 500k. **OPENED 8/25/22.**

3. Tom and Mark will obtain Master Plan document and CIP A Master Plan Implementation Program document. **OPENED 8/25/22/ CLOSED 08/25/22**
4. Ellen – to provide document of differences of what was requested by the CIP committee vice what was funded by the Selectmen. **OPENED 8/25/22.**
5. Nicole – to get dates for tours of the towns facilities, and schedule with all committee members. Facilities to be toured, Fire, Police, Town Hall, Transportation, Solid waste (DPW), Library, Meeting House, and Recreation facilities (to include the ballfields). **OPENED 8/25/22.**