

**Town of New Durham**  
**Capital Improvements Plan Advisory Committee**  
**Wednesday August 23, 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 10:03am, 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

Kathleen Blaney – New Durham Finance Department

Catherine Orlowicz – Town Historian and Zechariah Boodey Representative

Christine Evans – Zechariah Boodey Farmstead Representative

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

**2. Agenda Review**

- Scott Drummey reviewed the Agenda with all present.

**3. Presentations:**

**a. ~~Department of Public Works~~—Judy Purington** (rescheduled to 8/30/2023)

**b. Zechariah Boodey Farmstead** – Catherine Orlowicz

- An eight (8) year summarization of anticipated expenditures for parking project was presented
- No current CRF exists. More research required for establishment and future maintenance needs
- Two phase project whereby future oversight is conducted by project coordinator/clerk of works
- Funding will remain the primary focus of collaborative members

**Town Historian** – Catherine Orlowicz – time allotted for space needs consideration

- Since 1976, the town has accumulated artifacts and historically significant documents
- Suggested consideration for use of Town Hall, should it be “re-purposed”
- Allows for public access to collections and additional research/educational activities

**c. Parks and Recreation** – Celeste Chasse

- Request to amend CRF to include all P&R assets: eg. Smitty Way ballfields and town beach
- P&R to review ADA access ramp from beach to waterside
- Additional needs and project proposals tabled until Aug. 30 meeting presentation

#### 4. Meeting Schedule:

- August 30, 2023 – 09:00am – 12:00pm ( NOTE time change to allow for department presentations scheduled)
  - a. Department of Public Works – Judy Purington
  - b. Fire Department – Chief Peter Varney
  - c. Police Department – Chief Shawn Bernier
  - d. Town Hall/Records – Nicole Zoltko
  - e. Public Library – Caitlin Frost
  - f. Parks & Recreation – Celeste Chasse
  - g. Meetinghouse Restoration – Cathy Allyn
  - h. New Durham Water Quality – Maureen Knepp/Casey Buell

#### 5. Adjournment

- Motion to Adjourn at 11:03 AM. M: Tom B. 2nd: Susan D. Motion passed 5-0-0

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. Stephanie provided dates and schedule to start 8/1 and 2 - **CLOSED 7/26/23**
2. Stephanie / Nicole --In person presentations of Capital Improvement Plan requests by Department Heads to be scheduled -OPENED 7/12/23. Stephanie provided schedule to start 8/23- **CLOSED 7/26/23**
3. Kathleen Blaney – Provide updated financial balances to CIP Committee members