

**Town of New Durham**  
**Capital Improvements Plan Advisory Committee**  
**Wednesday September 06, 2023 -9:00am**  
**In-person Meeting at the New Durham Community Room**

**MINUTES**

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

- Thomas Baker opened the meeting at 10:00am, and all Board members introduced themselves follows;
  - Scott Drummey, CIP Chairman and Planning Board Representative -absent
  - 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**

- Thomas Baker reviewed the Agenda with all present. No additions or changes.

**3. Presentations:**

**a. Department of Public Works – Judy Purington and Will Cardinal**

- Provided 2019 road surface management system report for reference
- Presented cost estimates for future road maintenance and improvements
- Discussed needs for updated highway trucks and public works equipment

**4. Review of prior minutes:**

CIP Draft Meeting minutes reviewed and approved:

- a. 7/26/23: M: Susan D. 2<sup>nd</sup>: Dot V.
- b. 8/1/23 & 8/2/23: M: Susan D. 2<sup>nd</sup>: Dot V.
- c. 8/23/23: M: Susan D. 2<sup>nd</sup>: Dot V.
- d. 8/30/23: M: Susan D. 2<sup>nd</sup>: Dot V

**5. Meeting Schedule:**

- a. September 13, 2023 10:00-12:00
- b. September 20, 2023 10:00-12:00

**6. Adjournment**

- Motion to Adjourn at 10:56 am. M: Mark M. 2nd: Susan D. Motion passed 4-0-0

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