

**Town of New Durham
Advisory Capital Improvements Plan Committee Wednesday
August 18, 2021- 9:00 AM**

In – Person Meeting at the New Durham Community Room

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Call to Order: By Chair Jarvis at 9:02 AM.

Present:

Scott Drummey, Planning Board Representative
Theresa “Terry” Jarvis, Member At Large, Chairperson
William “Bill” Meyer, Member At Large, Vice Chairman
Mark Sullivan, Budget Committee Representative
Dot Veisel, Select Board Representative
Nicole Zoltko, Town Administrator, Staff

Also Present:

Rudy Rosello, Resident

Agenda:

1. Call to Order; Introduction of Members

Rudy made a short historical presentation regarding the Zachariah Boodey Farmstead Committee. He wants to make a ‘business’ analysis of the viability of the Boodey Farmstead project to determine if it is viable. It was suggested he make the same analysis of the 1772 Meetinghouse project.

2. Agenda Review: No changes made

3. Review of Minutes: August 4, 2021

MOTION: To accept minutes of 4 August as written. M: Terry; 2nd: Bill; V: 5-0-0.

4. Revised Rating and Ranking Results

No adjustments

5. Revised Comparison Spreadsheet

Most department heads have NOT submitted updated spreadsheets. That info is needed ASAP

6. Content of ACIPC Report

Reviewed draft report. Made edits.

- Discussed adding context to CRF discussion to add how much \$ is needed over the next decade to maintain the account.
- Discussed how department heads utilize spreadsheets and maintain accurate info. Suggest all department heads meet at some time to review the spreadsheets to improve their understanding of the data. Possibly, one person maintains master spreadsheets while department heads submit data to master spreadsheet person.
- Recommend **Expendable Trust Fund for Surplus Vehicle & Equipment** be closed. It hasn't been used in years.
- Shirley Cemetery accounts are restricted by the Trusts they are based on. The Trustee of the Trust funds will be discussing the funds and the Trusts and will report next year on how they interact.
- Discussion ensued regarding the Meetinghouse. It was agreed that the Meetinghouse Committee needs to come up with a business plan that outlines and describes the purpose and future activities of the Meetinghouse. Language will be added to support a new feasibility study.
- Recommend that **Capital Reserve Fund for the Master Plan** be discontinued and \$3,000 be put in 2025 and 2026 Contracted Service Planning Board budget line to pay for next Master Plan revision in 2027.
- Zachariah Boodey Farmstead has requested a CRF. BOS member Swens has stated that an account already exists where grant \$ can go. Committee recommends forming a CRF and seeding it with \$5000 if Swens is incorrect.

Motion: Recommend a CRF be established to allow The Boodey Farmstead to accept grant \$ that is not currently allowed with current Town accounts.

M: Mark; 2nd: Dot; V: 5-0-0. Motion is rescinded if BOS determines grant funds may be deposited into existing accounts.

- Committee recommends expending \$25,000 for a new Fuel Depot, but does NOT recommend creating a new CRF to support it in the future. Lifetime is expected to be ≈25 years; electric vehicles may be majority of vehicle use.

CORRELATION OF CAPITAL IMPROVEMENT PROGRAM REQUESTS TO MASTER PLAN

- Recreation department made a new request for a gym in the Master Plan Table.
- All items in this table need to only refer to requests discussed with the ACIPC.

7. Adjourn :

Next meeting. Possibly Thursday, 26 August. Terry will verify.

-MOTION to Adjourn: M: Terry; 2nd: Dot; V: 5-0-0.