

*Note notation used: MSP(U) means motion, seconded, passed, unanimous. The names of the members making and seconding the motion are listed at the end of motion. If the vote is not unanimous, the names of those voting aye and nay are listed.

Town of Tuftonboro
Capital Improvements Program Committee
Minutes of 8/22/18 meeting

1. Call to Order; determine quorum:

Present:

Committee Members: Jill Cromwell, George Gettman, Polly Jeffers, Tom Young and myself, Maryann Lynch.

Absent: Helen Hartshorn, Laureen Hadley and Lloyd Wood

Quorum: A quorum was present.

2. Review and approve minutes from 12/14/2017;
MSP(U) to approve as submitted. Young/Gettman
3. Charter of the CIP Committee;
Jill reiterated how the CIP committee came about as the result of the Master Plan. It is advisory to the Selectmen, and establishes capital capacity and recommends projects.
4. Election of Officers;
Chairperson: Jill Cromwell. MSP(U) Lynch/Young
Vice-chairperson: George Gettman MSP(U) Cromwell/Young
Secretary: Maryann Lynch MSP(U) Gettman/Young
5. Review of CIP Process;
The timeframe for submissions was discussed, and the due date set is 9/12/18.
6. Scheduled Meetings: 9/19, 10/3, 10/17, 10/24, 11/7, 11/14.
7. Appoint Committee/Department liaisons. MSP(U) to approve the assignments as presented to Jill Jeffers/Young
8. Training Opportunities offered by the State of NH were discussed.
9. Other Business; Dates for department heads, 9/19 for Fire Dept and tentatively 10/3 for the Transfer Station.
10. Adjourn; 7:15 pm

Next meeting 9/19/18

Respectfully submitted
Maryann Lynch
Secretary