

*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
Final Minutes of 8/28/2019

1. Call to Order – 6:30 p.m. Determine Quorum: A quorum was present. Jill welcomed new members Barbara Maidof and Jim Weigel. Other committee members present included: Jill Cromwell, George Gettman, Tom Young, Lloyd Wood and myself, Maryann Lynch. Absent: Laureen Hadley.
2. Jill noted that Public Input needed to be added to tonight's agenda. MSP(U) to amend agenda. Gettman/Young. Review and approve minutes of 12/11/2018. MSP(U) to approve minutes. Young/Lynch
3. Jill explained the Right To Know law to the committee.
4. Charter of the CIP Committee – Jill discussed the history and planning process to the new members.
5. Election of Officers – MSP(U) to nominate Jill Cromwell as Chairperson. Young/Gettman MSP(U) to nominate George Gettman as Vice Chairperson. Cromwell/Maidof MSP(U) to nominate Maryann Lynch as Secretary. Cromwell/Maidof
6. Review our CIP Process – Jill urged the Selectmen to nudge the department heads to respond with their requests by 9/5/2019.
7. Schedule of Meeting Dates – 9/11/19, 9/25/19, 10/9/19, 10/23/19, 11/6/19, 11/20/19. Committee liaisons will contact and confirm meeting dates. Tentatively the Fire Dept on 9/11, Transfer Station and Selectmen on 9/25, Police and Highway on 10/9.
8. Appointment of Committee/Department liaisons were discussed.
9. Training Opportunities – If any members are interested in training, contact Karen Koch at the town office.
10. Public Input – None
11. Other business – Jill discussed Draft 1 of the plan spreadsheet.
12. Meeting was adjourned at 7:38 p.m.