

*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 11/08/2017 meeting
(APPROVED) 11/15/2017**

1. **Call to Order; determine a quorum:**
Present:
Committee Members: Jill Cromwell, George Gettman, Polly Jeffers, Bill Marcussen, Helen Hartshorn, Tom Young and myself, Maryann Lynch.
Absent: Laureen Hadley
Quorum: A quorum was present
2. **Review and approve minutes from 10/18/2017 meeting.**
MSP(U) to approve as submitted. Marcussen/Young
3. **Review updates on previous submissions:**
4. **Review Capital Projects spreadsheet Draft 7:**

Library: Bill reported that the septic design is ongoing and should be completed next month. There is a library meeting next Thursday morning, and Gordon Hunt will be at our next meeting.

Police Facility: Jill slotted in the amount of \$30,000 for design/build.

Emergency Radio Coverage: \$230,000 can be removed from the chart for 2019 due to a grant received.

Discussion took place regarding costs for the Town Office front entrance, A/C Replacements and paving/road improvement costs. It was agreed to round off the A/C Replacements to \$13,000. Reduce the category of Paving Town Roads from \$235,000 to \$185,000. Under Road Improvements, the figure of \$50,000 will remain. Paving Highway Garage, Parking area and loading area will remain \$31,000. Under Financing Comments should we put Direct from taxes for expenses that aren't capital expenses. It was decided to remove that language. Helen commented that we have many fixed costs with no control and Capital Capacity is based on what we've spent.

Jill is going to be working on compiling the Capital Improvements Program Report. It was agreed that she would input comments and recommendations.

Bill suggested Jill ask the Police Chief for a paragraph on police department design to include in report.

Discussion took place regarding the bridge on Sodom Road. The weight limit has been reduced and design work is now in progress.

5. **Next Steps – Next meeting – 11/15/17. 11/29/17 we will review and approve draft. 12/12/17 we will present to Budget Committee.**

6. **Other Business: None**

7. **Public Input: None**

8. **Adjourn: MSP(U) to adjourn 7:30 pm**

Jeffers/Hartshorn

Respectfully submitted,

**Maryann Lynch
A/Secretary**