

*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 11/15/2017 meeting
(APPROVED) 11/29/2017**

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 11/08/2017 meeting.
MSP(U) to approve as submitted. Marcussen/Young
3. Review updates with Library Trustees.
Gordon Hunt provided financial figure updates from SMP Architecture and construction management company Bauen Corporation. A projected cost of \$1,920,044 includes two contingency fees of \$100,000.00 and \$75,000.00 respectively. As of the end of October, there is a balance of \$410,543.00 in the Town's capital reserves, about \$300,000 in the Library Building Fund, and Gordon reported an additional \$100,000.00 in committed pledges as well as ongoing fundraising. About \$16,000.00 has been expended for the new plans. So, approximately \$1,000,000 to \$1,100,000 will need to be placed on the CIP schedule. If approved at town meeting, they hope to break ground by June. There will be a separate warrant article for the septic alone, however if the library warrant article passes, then that article would be moot. Helen voiced her concern about the failed septic being a public health risk and if perhaps there is enough money in the undesignated fund balance to address it now. Bill wasn't sure how much money would be in the fund until the books close.
4. Review updates with Police Department.
Andy reported that he got a rough estimate from Bauen for building design of approximately \$25-30,000. It makes sense to leave in 30 on the projected schedule so that a needs assessment can be included before the design. There is currently about \$466,000 in the police capital reserve. Projected cost for a new building is one million, making the net cost around \$550,000.
5. Review Capital Projects spreadsheet Draft 8.
Highway Dept. - The selectmen have decided to recombine two categories, road improvements and paving town roads into one for a total of \$235,000.00.
6. Next steps – Next and last meeting for CIP is 11/29/2017 at 6:30 pm. We will present to the Budget Committee on 12/12/2017 at 6:15 pm.
7. Other Business – none
8. Public Input – none

9. Adjourn: MSP(U) to adjourn at 7:30 pm

Gettman/Hartshorn

Respectfully submitted,
Maryann Lynch
A/Secretary