

\*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 10/3/2018 Meeting

1. Call to Order – 6:30 p.m. Determine Quorum:  
Committee Members present: Jill Cromwell, George Gettman, Polly Jeffers, Tom Young, Lloyd Wood, Helen Hartshorn and myself, Maryann Lynch.  
Absent: Laureen Hadley  
  
Quorum: A quorum was present.
2. Review and approve minutes from 9/19/2018;  
MSP to approve minutes as read. Aye – Jill, Tom, Polly, George & Lloyd; Abstention – Helen abstained due to absence. Young/Jeffers
3. Review Right to Know Law. Determine rules for Public Forum at start of meetings - Schedule of CIP meetings are posted for the year in advance. Meeting minutes are needed within five business days. Discussion took place regarding public comments. It was MSP(U) to hold public session after Other Business and allow three minutes/person and a total of six minutes. Hartshorn/Gettman
4. Review Draft 1 of CIP Spreadsheet –  
The Conservation Committee has tweaked their original submission of \$12,000. They now want to spread it over three years, \$6,000 in 2019 for parking area/gate; \$5152 in 2020 for trail construction and \$1158 in 2021 for observation platform. Tom questioned whether this would still meet the definition of a capital improvement if broken down over three years.  
  
Jill will ask Chris Sawyer, Trustee of the Trust Funds chairperson for an update in capital reserve accounts. Jill will ask Diane for actual Capital Expenditures for 2017 so that they can be plugged into the Capital Capacity formula.  
  
The police chief will be updating us tonight as well. Bids on the Police Study and Design are due by 10/12/18. When the study is complete we will have more accurate figures to put in for a new building or addition. Until then we will leave the project at \$1000,000 as charted last year.
5. Presentation of Capital Project from Conservation Committee –  
Steve Wingate, Chairperson of the Conservation Committee joined us at 6:50 p.m. to discuss the Great Meadow Trail. Jill asked how he would arrive at a labor cost, he would double the requested figure of \$12,310. Steve provided us with a map of the proposed trail area. He said there is a great deal of interest in such a project with such great views and wildlife, without infringing upon the animals habitat. The loop would be approximately one mile. The town owns between 400-450 acres with a possibility of acquiring an additional 100 acres. A road already exists into an old gravel pit. Helen questioned the three phase option. Steve said there are three reasons: first, volunteer labor is needed to carry in and build. Second, the area needs to be staged and third, the

work could only be done in July/August due to water table. Also, Steve said the Tuftonboro Association has volunteered to provide a trail kiosk. Jill asked if costs could be put out over another year, he said yes. He would not open the trail however until the boardwalk can be installed.

Discussion took place regarding Transfer Station capital projects. Now that we are not recycling paper, will Clay's submission change? Lloyd suggested speaking with Clay first to discuss his needs. George will ask Clay to attend our 10/24 meeting.

6. Presentation of Capital Projects from Police Department –  
Chief Andy Shagoury joined us at 7:40 p.m. to discuss the Police Department. He has requested a \$19,000 message board with radar in 2020. Although not critical, the current speed trailer is ten years old and malfunctions. No highway grants are available for messaging. A police cruiser is requested in 2019 in the amount of \$55,000. Although video equipment can probably be transferred to the new vehicle saving \$5,000, equipment usually is not transferable. Andy will supply mileage on each vehicle. Anticipated make/models would be 2019 – SUV/AWD; 2020 Sedan/AWD; 2021 Truck/4WD.

Building Update – Proposals are due 10/12, the selectmen will open 10/15. Expansion plans with manpower and vehicles are thirty years out. Six officers would provide 24 hour coverage. Task 1 – Is a review of possible locations and options for siting the facility. This includes an independent analysis of the needs. \$30,000 was appropriated in 2018 for professionals to plan the facility and get accurate cost estimates. \$50,000 is to be added to capital reserve in 2019.

7. Other Business
8. Next Meeting: 10/17 at 6:30 p.m.

Library at 6:30 p.m., Selectmen at 7:00 p.m.

10/24 Meeting:

Transfer Station

9. MSP(U) Adjourn meeting at 8:34 p.m. Hartshorn/Jeffers

Respectfully submitted

Maryann Lynch  
Secretary