

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

**Effingham Capital Improvements Plan (CIP)**  
**Meeting Minutes**  
**August 15, 2019**

**Members Present:** Grace Fuller, Theresa Swanick, Elaine Chick, Mike Cahalane, Chuck Fuller, George Bull.

**Members Absent:** Carol Pfister

**Others Present:** Nate Fogg, Susan Slack- Lakes Region Planning Commission, Ian McMillan- Police Sergeant

Meeting called to order at 6:30pm.

**Minutes**

The minutes of the July 18<sup>th</sup> 2019 CIP meeting were reviewed. The sole change was on page 2. Susan Pfister was changed to Carol Pfister.

A motion was made by Chuck Fuller and seconded by Elaine Chick to approve the minutes from July 15, 2019 with the change discussed. All were in favor.

**Review Road Assessment Inventory**

Grace Fuller handed out a prepared spreadsheet showing the grades given by both teams of reviewers. Areas that did not match were highlighted in yellow if they differed by one grade and in orange if they differed by more than one grade. The committee discussed discrepancies and agreed upon assessment levels for the paved roads. The worksheet will be updated with agreed upon results.

Champion Hill Road has a weight restriction which forces some truck to seek alternate routes, such as Drake Road and Jones Road.

Green Mountain Road is a six-year project. The town is on the second year with four more years to completion.

Projects to be considered for future work include Elm Street & Pine River Road as well as Ryefield Road & School Street.

High Watch Road should be done soon to avoid a more extensive reconstruction being required. The culverts have been replaced, however ditching, beyond standard cleaning of ditches is required.

The Town of Effingham has an agreement with the Town of Ossipee for maintaining Ryefield Road and Leavitt Road, which are both bisected by the town line.

Prioritizing the roadwork will be based upon Need, Safety, and Traffic Volume.

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Only paved roads were assessed. Huntress Road can be explained in a paragraph within the road section of the CIP.

### **Review Historic Town Hall-Library Project Worksheet**

The Capital Funding Request for the Historic Town Hall was distributed and reviewed. The total cost to the town will not exceed \$130k, however the \$750k on page one might be misunderstood as the town cost and turn people away. It was noted that the \$750k is the total cost however it should be very plainly stated that this is not the town cost.

Providing information about expanded community use as well as better access through the use of an elevator will be important information to provide to the public about this project.

### **Review Transfer Station Worksheet**

The CIP committee reviewed the Transfer Station CIP Request.

### **Review Fire Department Worksheet**

The CIP committee reviewed the Fire Department vehicle request form. After a brief discussion it was noted that the entire list of Fire Department vehicles should be provided in Table 3 of the request to provide a better overall view of the Fire Department needs.

The committee discussed the need for another fire station. Such a station might be located somewhere near the middle of Green Mountain Road. Initially, existing trucks and equipment would be used to man an additional station.

### **Draft CIP Report**

Susan Slack is working hard to assemble the Draft CIP Report for September 12<sup>th</sup>. The committee can then discuss it at their September 19<sup>th</sup> meeting.

### **Next Meeting Date**

The next CIP meeting is scheduled for September 19<sup>th</sup>. The meeting will begin at 6:30pm.

### **Adjournment**

A motion was made by George Bull and seconded by Chuck Fuller to adjourn the meeting. The vote was 6-0. The meeting adjourned at 7:48pm.