

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Capital Improvement Plan Committee (CIP)
October 18, 2018

Members Present: Mike Cahalane, Grace Fuller, George Bull

Members Absent: Elaine Chick, Paul Potter, Theresa Swanick

Others Present: Dianne Park, Susan Slack, Erik Jones, Chuck Fuller, Bruce Reichlin-Project Coordinator for Lakes Region Planning Commission (LRPC)

Meeting called to order at 6:30pm.

Minutes

A motion was made by Grace, seconded by Mike, to approve the minutes from August 16, 2018 as amended. All were in favor.

Page 1, Under 'Review LRPC process (step one)', second sentence, change from 'The completion date for the CIP is fall of 2019 for submission to the budget committee and town meeting approval in 2020.' To: 'The completion date for the CIP is fall of 2019 for submission to the Planning Board for approval, and to be used by the Budget Committee and Selectmen for town meeting recommendations in 2020.'

A letter of resignation was accepted by Gary Jewell and Gary Dean. The committee discussed possible candidates for board members.

Date of Authorization from Planning Board for CIP

Mike presented documentation that March 17, 2001 was the date the town authorized the Planning Board to implement the CIP with article 39.

School District Notification

George contacted the School District about obtaining the necessary information but has not heard back from them. He will remind them of the needed information and ask when we can expect the information as well as bond pay off dates.

Historic Town Hall, Library & New England Masonic Charitable Institute (NEMCI)

Chuck gave background information on this project starting with the fact that the committee went after a grant. The grant has been approved with one condition; they hire a preservation consultant. The Selectmen approved hiring Mae Williams as the Historic Preservation Consultant. Chuck is gathering historical descriptions and pictures of the building. Mike said he is playing phone tag with Sean Bergeron about the parking lot. Chuck has been gathering information about the 10 year period in question and sending it to Susan.

LRPC-Susan Slack, Bruce Reichlin

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Bruce has been putting together graphs about the data gathered so far. Graphs were passed out dated October 18, 2018. Points discussed:

- Tax Rate Detail
- Total Expenditures
- Year to Year Expenditures Change
- Capital Expenses and Capital Reserves
- Capital Expenses and Capital Reserves as Percent of Total Expenses
- Capital Fund Balances
- Capital Expenses Broken Down by Item for Each Year
- School Data Required

Trends in Population and Housing

Susan passed out a document detailing information on:

- Effingham, Neighboring Communities, Lakes Region and State of New Hampshire Estimated Population Growth Comparisons
- Population and Housing, Effingham, NH: 1980-2010 & 2016 (Est.)

Town Department CIP Request Forms

Susan passed out forms from Tuftonboro, NH and Belmont, NH. The committee decided to send out CIP Request Forms to town departments after the 2019 town meeting.

Michael suggested sending out the agenda on Monday of the week of the meeting.

Next Meeting is November 15, 2018 and the December meeting is December 20, 2018. Agenda items for the November meeting are:

- Forms (who to send to and format)
- Scoring/Prioritization (Exeter, NH)
- Trust Fund Balances

A motion was made by Grace, seconded by George, to adjourn the meeting.

Meeting adjourned at 8:00pm.