

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Capital Improvement Plan Committee (CIP)
August 16, 2018

Members Present: Grace Fuller, Chuck Fuller, Elaine Chick, Mike Cahalane, Gary Jewell, George Bull

Members Absent: Paul Potter, Theresa Swanick, Gary Dean (A)

Others Present: Dianne Park, Susan Slack, Dave Strauss, Erik Jones, Randy Burbank

Meeting called to order at 6:30pm.

Overview of meeting with Selectmen on August 14, 2018-Lakes Region Planning Commission (LRPC) contract

The Board of Selectmen signed the contract with LRPC to move forward with the CIP.

Overview of Old Town Hall/Library meeting on August 15, 2018

Chuck Fuller gave background information on the Planning Meeting for future restoration of the Town Hall/Library. He is waiting to get approval to move forward on an Assessment Matching Grant of \$4,500.00 and also working on an application for the New Hampshire Preservation Society's Seven to Save Program.

Minutes

A motion was made by George, seconded by Elaine, to approve the minutes from July 19, 2018, as written. All were in favor.

Review LRPC process (step one)

Susan went through the Capital Improvement Plan Purpose and Process step by step with the board making comments as they went along. 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. Additions to the Purpose/Process Worksheet are:

- Add the comment 'To provide consistency for town government and budgeting.'
- Add the date of authorization for PB to develop a CIP (Grace will get this information)

Data Collection Spreadsheet

Susan passed out a Data Collection Spreadsheet and went through it line by line explaining each category. A discussion followed on what level of figures and data are needed and where to get the necessary information. Chuck and Dave Strauss will get information for line items 3, 4, 5, 6, 8, 9, and 10. George will get information for line item 13. Susan will provide information line item 12. Chuck will report at the next meeting how easy or difficult it was to get the data.

Susan passed out a definition of Capital Improvement and sample letters to Town Departments and Governor Wentworth Regional School District announcing the start of the CIP Process.

The next meeting of the CIP Committee is Thursday September 27, 2018 at 6:30pm.

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

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Meeting adjourned at 8:15pm.