

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Capital Improvement Plan (CIP) **April 18, 2019**

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

Members Absent: None

Others Present: Dianne Park, Nate Fogg, Susan Slack, Dave Strauss

Meeting called to order at 6:30pm.

Minutes

A motion was made by Theresa, seconded by George, to approve the minutes from March 21, 2019 as written. All were in favor.

Historic Town Hall Update – Chuck Fuller

Chuck gave an update on the Town Hall renovation. The architectural firm produced a draft report and will come back with comments. The Historic Town Hall Renovation Committee is a semi-finalist for an L-Chip Grant. Chuck met with a window reconstruction company and received supporting information for a grant.

Effingham CIP Vehicle Replacement Form – Grace Fuller

Grace asked Dave Strauss, Chairman-Effingham Budget Committee, if this form met the Budget Committee guidelines. Dave said that all of his concerns have been corrected. George asked why the ‘Source of Funding’ section was on the form. Further asking what is the scoring scale for the ‘Projected Benefits’ section. The board decided to use either color coding or check marks for scoring. Once this form is finalized Chuck will reach out to the Effingham Fire Chief for the Fire Department information and plug their information into the form thereby showing missing form information or missing Fire Department data.

A discussion followed on:

- Anticipated replacement cost
- Radio & electronics being included in the final cost
- Cost
- Renaming of ‘Property Taxes’ to ‘General Fund’
- Should money already in capital reserve be listed on the form?

Asset Expenditures

Theresa asked if the Asset Expenditures Inventory was validated. The answer was no, the figures were just put into the form. The board noticed that there were no figures for 2018. The questions arose about town audits.

- Are they still being done?
- Are we passing?
- What’s the process required for a town audit?

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- What's the process for the audit to continue?
- What does it take to be GASB no. 34 compliant?
- How do we get a list of town assets and how do we check if it's complete?

Michael and Chuck will check into this information.

Road Inventory Update

The University of New Hampshire did a Road Inventory in 2013. The board discussed the possibility for this report to be updated. The report shows the condition/status of town roads. Grace will follow-up on this information.

A motion was made by Theresa, seconded by Elaine, to adjourn the meeting.
Meeting adjourned at 7:55pm.