

Capital Improvement Plan (CIP) Meeting  
January 15, 2024  
Approved Minutes

Present: Gail Cromwell, Tim Fiske, Ivy Bibler, Andy Paul; Gary Scholl joined via Zoom

The meeting was called to order at 6:05 p.m.

**1. Review of proposed warrant articles**

The Committee reviewed the draft warrant articles, noting that the proposed expenditures totaled \$319,600—well above the CIP annual target of \$290,000. Gary Scholl noted that the proposed Town budget was up significantly over last year's and recommended the Committee look at where economies could be found within the warrant articles to help offset some of the budget increase. After discussion, the Committee agreed to the following reductions:

- Reducing the requested addition to the Bridge Capital Reserve Fund from \$150,000 to \$125,000.
- Reducing the requested addition to the Highway Vehicle and Equipment Capital Reserve Fund from \$75,000 to \$65,000.

Regarding the Bridge Capital Reserve Fund, the Committee discussed the approximately \$75,000 received last year from the State of NH for bridge repair. Discussion centered on where this money was being held, agreeing that it should be earmarked for the future repair of the East Road Bridge. Gail Cromwell said she would look into it.

Scholl noted that the CIP plan calls for adding another \$100,000 to the Bridge Capital Reserve Fund next year.

Regarding the proposed warrant article to combine Highway and Fire Department Vehicle Maintenance and Repair Expendable Trusts, Cromwell said the Fire Chief has indicated support for this. We'll have to see what the state Dept of Revenue Administration says.

Regarding the proposed warrant article to close the Power Road bridge, the Committee agreed to remove the word "permanently."

No other changes were discussed. On motion by Tim Fiske, seconded by Gary Scholl, the revised warrant articles were approved (appended to these minutes).

**2. CIP report for Town Report**

The Committee reviewed the draft of the annual CIP report, editing the text to reflect the proposed changes to the warrant articles. On motion by Fiske, seconded by Ivy Bibler, the amended report was approved. Once the final CIP spreadsheet and leveling graph is completed by Scholl, Andy Paul will submit to the Board Assistant for inclusion in the Town Report.

Paul suggested that the CIP Narrative, a robust document that includes a comprehensive inventory of the Town's capital items, should be made available as a PDF document on the Town's website, rather than as a photocopied document, as in the past. Committee members agreed. Paul will update the narrative and submit it to the Board Assistant for posting online.

The Committee will present its proposed recommendations at the annual Budget Hearing scheduled for February 8.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted by Andy Paul

DRAFT Warrant Articles (amended by CIP Committee 1-15-24)

1. To see if the town will vote to create a new Highway and Fire Equipment Maintenance and Repair Expendable Trust, under the provisions of RSA 31:19a, and to transfer all current funds from the existing Highway and Fire Department Vehicle Maintenance and Repair Expendable Trusts into this new Trust. The purpose of the new Trust is the same as that of the original Trusts. Upon transfer of their assets the existing Trusts will be discontinued. The select board will be designated as agents to expend. The existing Trusts were established at the March 2010 Town Meeting as Articles 5 and 6 respectively.
2. To see if the town will vote to raise and appropriate the sum of sixty five thousand (\$65,000) to be added to the Highway Vehicle and Equipment Capital Reserve Fund previously established.
3. To see if the town will vote to raise and appropriate the sum of one hundred forty five thousand dollars (\$145,000) to be placed in the Asphalt and Paving Expendable Trust previously established at the 2010 Town Meeting for the Highway Department paving projects planned for 2024 and beyond.
4. To see if the town will vote to raise and appropriate the sum of one hundred twenty five thousand dollars (\$125,000) to be added to the Bridge Capital Reserve Fund, established at the 2007 Town Meeting. This total amount will include \$74,698 received from the State of New Hampshire specifically for the repair and replacement of bridges, the balance to be raised by taxation.
5. To see if the town will vote to close the bridge on Powers Road.
6. To see if the town will vote to repair the bridge on Powers Road, the funding for which will come from the Bridge Capital Reserve Fund. This article is conditional on the failure to pass of article 5.
7. To see if the town will vote to raise and appropriate the sum of eight thousand dollars (\$8,000) for the replacement of carpet in the town Library.
8. To see if the town will vote to raise and appropriate the sum of sixteen thousand six hundred dollars (\$16,600), which is 39% of the total cost, for the purpose of purchasing a new cruiser for the Temple/Greenville Police Department and registered in the name of the Town of Greenville. This article is contingent upon passage of a similar warrant article by the Town of Greenville for the remaining cost of the cruiser.