

**TOWN OF  
TEMPLE, NEW HAMPSHIRE**

**Draft Minutes**

**CAPITAL IMPROVEMENT COMMITTEE**

Meeting held on April 16, 2012

**Committee present:** Mary Beth Ayvazian, Connie Kieley, Barry West, Tedd Petro

**Absent:** Paul Martin, Dave Martz, Charlene Eddy

**Guest:** Gail Cromwell, George Willard

**Call to order at 7:32 pm** by C. Kieley, Acting Chair.

**Minutes:** MB Ayvazian moved to accept the minutes of 01-16-2012 as written. Second by B. West. Voted in the unanimous affirmative.

**New Member Appointment Recommendation:** Introduction of G. Cromwell and George Willard who had both written letters of interest for appointments. MB Ayvazian moved to recommend to the BOS the appointment of Gail Cromwell to the CIP. Second by T. Petro. Voted in the unanimous affirmative. MB Ayvazian moved to recommend to the BOS the appointment of George Willard to the CIP. Second by T. Petro. Voted in the unanimous affirmative. C. Kieley will submit the recommendations to Deb Harling.

**Set Meeting Dates:** It was agreed by all to meet on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month. Regularly scheduled meetings will begin in September but due to Labor Day the first meeting will be held on September 10<sup>th</sup>. Meetings will begin at 7:15. T. Petro suggested that we reorder the department appointments (see attached meeting dates/departments appointments). C. Kieley will send a letter to all department heads informing them of their appointments and request that the questionnaire be completed and returned one week prior to their scheduled appointment.

**Review of CAPITAL PROJECT QUESTIONNAIRE:** MB Ayvazian moved to accept the questionnaire as written. Second by B. West. Discussion regarding # 6 – funding. T. Petro explained that final decisions regarding funding is determined by the Board of Selectmen. A sentence has been added to # 6 stating that the Board of Selectmen make all final funding determinations. It was decided that we would use the form as amended with the understanding that the form would be reviewed and adjusted if/when issues arise.

**Review of Spread Sheet:** T. Petro reviewed recommendations of last years CIP Report. Discussion of adding the Converse Bridge ensued. It was determined that future bridges should probably be prioritized and added. There was also a very short discussion of Capital Reserves. Bridges and Capital Reserves will be reviewed again in the Fall.

**Next Meeting:** Monday, September 10<sup>th</sup> at 7:15.

Moved by MB Ayvazian to adjourn at 8:00. 2<sup>nd</sup> by T. Petro. Voted in the unanimous affirmative.

Minutes submitted by Connie Kieley

*Capital Improvement Committee Meetings 2012/2013*

*7:15 p.m.*

*Town Hall Annex*

*(1<sup>st</sup> and 3<sup>rd</sup> Monday of the month*

*Holidays adjusted)*

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<i>Dates</i>	<i>Agenda</i>
<i>April 16</i>	<i>Recommendation of Appointments, Review of Capital Project Questionnaire</i>
<i>Sept. 10</i>	<i>Police (7:30), Library (8:00), Animal Control (8:15), Recreation(8:30)</i>
<i>Sept. 17</i>	<i>Highway &amp; Cemetery (7:30)</i>
<i>Oct. 1</i>	<i>Fire (7:30)</i>
<i>Oct. 15</i>	<i>Town Government (7:30)</i>
<i>Nov. 5</i>	<i>Work Session</i>
<i>Nov. 19</i>	<i>Work Session</i>
<i>Dec. 3</i>	<i>Work Session</i>
<i>Dec. 17</i>	<i>Work Session</i>
<i>Jan. 7</i>	<i>Work Session</i>
<i>Jan. 21</i>	<i>Work Session</i>