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TOWN OF THORNTON
CIP COMMITTEE

Approved on: 7-28-2020
CIC Initials: WJD
Dt Rec'd-Town Clk: 3/1/2021
Town Clerk Initials: djm

Thornton Capital Improvement Committee Meeting Minutes

Tuesday, June 30, 2020

CALL TO ORDER:

Bill DeLeo called the meeting to order at 6:07 PM.

ROLL CALL:

The following members were present:

Bill DeLeo Cindy Schofield Al Lewis Joe Monti

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of December 17, 2019 as amended."

Motion: Al

Second: Cindy

Discussion: None

Motion Passes: 3-YES 0-NO Abstained: Joe Monti

NEW BUSINESS:

- The Committee discussed nominations for the chair position. Bill DeLeo indicated he was willing to continue as chairperson.

MOTION: "To nominate Bill DeLeo as chairman of the CIP Committee."

Motion: Joe

Second: Al

Discussion: None

Motion Passes: 4-YES, 0-NO

- The Committee discussed nominations for the secretary position. As no one else was willing, Bill DeLeo indicated he was willing to continue as secretary.

MOTION: "To nominate Bill DeLeo as secretary of the CIP Committee."

Motion: Al

Second: Cindy

Discussion: None

Motion Passes: 4-YES, 0-NO

- The Committee agreed to keep the monthly meeting schedule on the last Tuesday of each month at 6PM through December.
- The CIP Committee bylaws were reviewed. It was suggested references to the codified laws of New Hampshire (also known as RSA's) be incorporated into the bylaws. Cindy Schofield agreed to review the bylaws and propose how they could be updated with the RSA information.
- Joe Monti questioned whether the requirement to have a member of the Planning Board on the CIP Committee per State law still applied since Town residents approved a warrant

article in 2016 authorizing the Board of Selectmen to appoint CIP Committee members. It was Bill's understanding a member of the Planning Board is still required, but he will check the statute.

- The adjustment to the cost of fire engines in the plan was discussed.
- Cost basis year updates with respect to new projects was discussed.
- The need for documentation of the inflation protection formulas was discussed. Bill will send Al Lewis the WORD version of the Thornton CIP Handbook.
- Bill pointed out field name changes he made on the Project List worksheet for purposes of clarity.
- Capital requests from Town department heads are due back by July 17.
- Discrepancies between the capital improvement plans of Campton and Thornton with respect to the Fire Department and Transfer Station were discussed. Bill will contact Chief Defosses for clarification regarding the Fire Department issues. Joe Monti indicated that the Thornton Select Board requested the Fire Chief to look for grants to help with the purchase of cardiac monitors and radios.
- The next CIP Committee meeting is scheduled for July 28 at 6PM.

ADJOURNMENT:

The following motion was made at 6:45PM:

MOTION: "To adjourn"

Motion: Cindy

Second: Al

Discussion: None

Motion Passes: 4-YES 0-NO