



Town of Antrim, New Hampshire

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CIP Minutes 10-15-2018

CAPITAL IMPROVEMENT PROGRAM

MEETING MINUTES

October 15th, 2018

Location: Antrim Little Town Hall

Present: Ron Haggett, Bob Edwards, Steve MacDonald, Bob Holmes

Staff Present: Ashley Brudnick-Destromp (*Assistant*)

Absent: Victor Rosansky, and Carol Ogilvie (*Planning Consultant*)

Motion: No motion made to begin, however the discussion started at 9:35am amongst the members.

Minutes

- Minutes from 9/4/2018, 9/13/2017 and 9/27/2018 were reviewed and discussed. Mr. Holmes pointed out that on the minutes from 9/4/2018, line 207 needs to be corrected from 1989 to 1993 for vehicle year, and line 72 "capital gains" should be changed to "capital reserves."
- Mr. Edwards pointed out that his name needs to be corrected on the top of minutes from 9/4/2018 and 9/13/2017 from Edward to "Edwards" with an "s" at the end. The name was correct within the body of the minutes.

Fire & Highway Department- Showers/Hazmat

- Mr. MacDonald began a discussion about the hazmat situation for the Fire and Highway department, and how the selectmen need to address that neither department has showers. Mr. Holmes and Mr. Haggett also discussed this, and how they were in favor with Mr. MacDonald's opinion.
- Mr. Edwards referenced the science laboratory at Conval, and how they have a hazmat area within the science room. Mr. Haggett did mention Hazmat is called when needed, but Mr. Holmes brought up the point of vehicle fires are becoming a more frequent scenario. Ms. Brudnick-Destromp asked for clarification on how long it takes Hazmat to get on site. Mr. Haggett stated that they come from Keene, so it is at least 30 minutes. Mr. Haggett stated that even though they are not asking now for hazmat and showers, this needs to be addressed in the near future.
- A discussion ensued amongst the members on how fires these days are hard to tell if you will need hazmat right away or not. You do not know what is in people's houses, or basements anymore that could cause for Hazmat to be notified.

Water & Sewer

- Mr. Edwards discussed that DES has issued best practices, and are looking at towns to test the water. Great Bay is a concern, and storm water run-off. Mr. Edwards mentioned that it cost a town \$500,000 just to determine what they have for storm water run-off. It is additional funds after that for testing the water, and then to treat it once they determine what needs to be treated.
- Mr. MacDonald brought up the Stone Church, and how the neighbors were worried about run off, and how the state got involved and put a halt to construction until it was resolved.

- Mr. Haggett mentioned that every road has a run-off contingency, and an example of Tenney fields using pesticides was brought up, and how they have to regulate their run off with pesticides.
- Mr. Edwards mentioned that the new regulations are going to be a bit scary once they come down the line.

Motion: Mr. MacDonald made a motion to approve the minutes as amended, Mr. Holmes second the motion. By a voice vote, the minutes from 9/4/2018, 9/13/2018, and 9/27/2018 were all approved.

Capital Reserve

- Mr. Edwards asked Mr. Haggett if the capital reserve numbers are correct. Mr. Haggett stated they are correct as of September 2018. There was no in and out activity, and no one has asked for any money. Mr. Edwards then asked about the 2017 numbers. Mr. Haggett stated that he did not get 2017 numbers until the 1st week of January 2018. Anything from 2017 is accurate; no money from 2017 was taken from 2018.
- Mr. Holmes asked if most of the numbers for 2018 will be higher. Mr. Edwards responded yes. Mr. Haggett added that \$1,000,000.00 is in capital reserve, and it collects a 3% interest. Mr. Edwards asked if the committee can get updated numbers for capital reserve. Mr. Haggett said he can get them, and that the percentage back to us is in 30 day money. The rate ranges from 2.8%-3% and that the money is 100% invested, as is everything else.
- Mr. Edwards added that the selectmen are going to want to know how much. Mr. Haggett said the latest will be from September 30th, 2018 numbers as it is reported at the end of each month, don't have Octobers yet. He will give Donna Hanson the numbers to get to the selectman.

CIP Committee Presentation to Planning Board

- Meeting is scheduled for this Thursday, October 18th, 2018 at 7pm to meet with the planning board at their regular scheduled meeting to present the CIP numbers for Water & Sewer, Fire, and the Police Department.
- Mr. MacDonald stated that the committee let the planning board know the process ahead of time that the CIP Committee has chosen this year. Mr. Holmes replied that the planning board is already aware, as we have been giving updates at the planning board meetings.
- Mr. Edwards and Mr. Haggett discussed how the CIP committee is a road map for the select board process. Mr. Edwards added that, from a selectman standpoint, concerns are what will happen if we need a treatment plant for Water & Sewer, how are we going to pay for it? The cost is too great for the tax payer. Mr. Haggett stated we have a 6-year picture, and Mr. Edwards added that the selectmen need to figure out how to afford that financially.
- There was a discussion on how the planning board is not an actual budget committee, and that what the CIP Committee is presenting to them is a road map to make a decent decision. The planning board has a right to ask questions, but the information goes to the selectman.
- Mr. Holmes asked Mr. Haggett if has have had the planning board refuse to accept the numbers presented by the CIP Committee. Mr. Haggett replied yes, several times, but they are not a budget committee, they are a planning board.

Adjourned: Mr. Edwards motioned to adjourn the meeting, Mr. Holmes second the motion. Meeting was adjourned at 10:37am.

Next Meeting: Tuesday October 23rd, 2018 at 9:00 am on site at the Antrim Recreational Department.

Respectfully submitted,

Ashley Brudnick-Destromp