



## Town of Antrim, New Hampshire

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### CIP Minutes 10/24/2017

#### ANTRIM CAPITAL IMPROVEMENTS COMMITTEE MEETING

9:00 A.M.

October 24, 2017

#### MINUTES

**Members & Staff Present:**

Ron Haggett, Chair; Steve MacDonald; Bob Edwards (Ex Officio); and Carol Ogilvie (Consultant Planner).

**Public Attendees:** None

Chair Haggett opened the meeting at 9:10 A.M. The Committee reviewed the worksheets that had been received to date.

There was general discussion regarding the process and the ongoing challenges of getting a process in place that is efficient and productive. It seems clear that the Committee needs to spend more time working with the Department Heads on an individual basis. It is important for the Committee to understand the outcomes of previous CIP's – for example, when particular items were requested in previous years, what happened after that; was the item funded or not, and how that outcome affects the current CIP.

Regarding bridges, Mr. Edwards noted that the engineering consultant has provided the Select Board will a list of bridges and their conditions. This allows the Select Board to base a schedule of repairs on the severity of the condition.

Mr. MacDonald noted the importance of there being a committee to manage a CIP process, since the Select Board have the responsibility for the entire Town budget and cannot take the time to delve into the details that are so important, especially in the tracking of the process - as mentioned previously, regarding what has happened to the previous requests.

It was agreed that Ms. Ogilvie would update the spreadsheet based solely on what is known from the 2016 Town Report.

She will email that out to the Committee and to Diane Chauncey and ask Diane to print out large sheets for anyone who wants one.

**Next Meeting:** The Committee will meet again on Tuesday, November 7, 2017 at 9:00 A.M.

Meeting adjourned at 10:40 A.M.

Respectfully Submitted,  
Carol Ogilvie