



Town of Antrim, New Hampshire

P.O. Box 517, 66 Main St.
Antrim, NH 03440

Phone: (603) 588-6785
Fax: (603) 588-2969

CIP Minutes 10/5/2017

CAPITAL IMPROVEMENT PROGRAM

MEETING MINUTES

October 5, 2017

Present: Ron Haggett, Bob Edwards, Carol Ogilvie, Bob Holmes, Staff Colleen Giffin

Absent: Victor Ronasky, Steve MacDonald

Submitted Worksheets

- Parks & Rec Commission
- Highway Department
- Police
- Fire

Motion: Mr. Edwards made a motion to accept the May 25, 2017 minutes. Mr. Holmes seconded. All approved.

The Committee looked over the Fire CIP proposal. They questioned the amount that Fire Chief Marshall Gale stated was his starting balance. Ms. Giffin stated the information was obtained from the copy of the excel spreadsheet that was sent out with the CIP worksheet and department head letter from Ms. Ogilvie. Chair Haggett handed out the latest numbers on the towns trust fund account. They had questions for Chief Gale about the amount he is asking for and about the vehicle, he is asking for. The Committee would like to speak to the Parks & Rec Department and the Fire Department about their money request and about the items they are requesting.

Ms. Ogilvie has been tasked to write up a new worksheet for each department.

Each of these forms will be for individual departments, but will follow the same criteria.

The Committee thinks it would be a good idea to sit down with the Department heads before they fill out the CIP to explain what it is the CIP is looking for and what it is the Town is looking for.

The Committee would like to know what the Selectmen would like to see coming out of the CIP for this year and for the next ten years.

Mr. Edwards feels the new "Asset Management Program" being introduced by the state will be an excellent way to keep track of all of the towns assets, including the rolling stock. He feels Ms. Giffin will be able to input the information into the town's GIS mapping system. This will make the information easily accessible to all the departments.

Fire- Needs more information.

Parks & Rec- Need to know where the Conval School District & the Town of Antrim are now at on their agreement about the Town Gym Floor.

Next Meeting : TBA

Respectfully submitted,

Colleen Giffin

