

TOWN OF CAMPTON CAPITAL IMPROVEMENTS PLAN COMMITTEE

MEETING MINUTES

Wednesday, May 15, 2024

Committee Members: Jim Butler, Bill Frye, Karl Kelly, Laura Chapman, David Plummer

Town Employees: Kate O'Connor (town administrator), Michelle McCaleb (recorder)

Public Attendees: NONE

Karl Kelly opened the meeting at 1:05 p.m.

Highway Department Walkthrough

The CIP Committee attended a walkthrough of the Highway Department to assess what they have and need. Their current building is one story; the garage bay doors are new. However, they need a new water filter system, there is not enough room for all their equipment (and no room to add on to the building), the electrical work is old, and the internet barely works. Ron Farnsworth (Campton Road Agent) stated their cell phones work in the building.

Road Agent Farnsworth stated the Highway Department would like a 10-wheeler for hauling gravel. It would last 10-15 years and cost \$30,000 or less (compared to a contract hauler which would be much more expensive). Ron would also like to hire more help, as they are short-staffed and would like to complete more ditching than last year, however, that depends on how many people they have to complete the work.

Jim Butler asked about the grading occurrences and Ron answered the Highway Department is constantly grading in the spring, and they do it in the summer as needed. The Committee and the Highway Department discussed upcoming work they will be doing around Campton.

Introduction of New Members

Laura Chapman and David Plummer gave brief overviews of their backgrounds as recent appointees to the CIP Committee.

Appointment of Chair

David Plummer made a motion to appoint Karl Kelly as Chair of the CIP Committee. Bill Frye seconded the motion. It was unanimously approved.

Priorities

Kate has asked the Board of Selectmen to send her their priorities for the town. Kate plans to compile the lists as she receives them and work with the Department Heads to create a Strategic Plan over an 18-month period. Since some of the items may overlap with CIP, she will keep the Committee updated.

Approval of Minutes

Jim Butler made a motion to approve the minutes from the meeting on April 10, 2024. Bill Frye seconded the motion. It was unanimously approved.

American Air Systems Inc. Estimate 1845

Kate gave an overview of a quote Fire Chief DeFosses had received from American Air Systems Inc. (a ventilation system company) for the Fire Department. She stated a formal quote is needed for the Town of Campton to apply for grants or credits from Eversource. Bill Frye mentioned a possible addition being built to the Fire Department and asked if this ventilation system would accommodate the addition. Kate answered that would be something they would have to think about if the addition got approved. Bill Frye also asked if each department is billed separately or together. He stated that in his experience, it is cheaper for all the departments to be billed together. Kate responded that she is unsure and will ask the Town's Finance Director. She also stated this quote is only being used as a baseline to see what grants or credits the Town could get from Eversource, and when the time came, a formal RFP would be sent out.

Squam Lakes Furnace Replacement

Kate gave a brief overview of a quote Selectmen Donahue received for the boiler (heating system) as a baseline to see what Eversource could give the Town for grants or credits. Kate stated that the Selectmen's Office is having issues with their boiler, as it will continuously shut off overnight.

Privilege of the Floor

NONE

Board Concerns and Directives

Bill Frye was wondering if anyone could talk with Jim Sanborn about where he gets Mack Trucks as an alternative for the Highway Department. Karl Kelly will reach out to Mr. Sanborn. Jim Butler mentioned establishing a schedule for the Department Heads to get information to the CIP and Karl Kelly responded that it is already scheduled for July. Kate updated the Committee regarding scheduling a meeting with Thornton's CIP Committee.

The next meeting is June 12, 2024, at 1:00 p.m.

With there being no further business, the meeting adjourned at 1:50 p.m.

Respectfully Submitted,

Michelle McCaleb, Recorder