

TOWN OF CAMPTON CAPITAL IMPROVEMENTS PLAN COMMITTEE

MEETING MINUTES

Wednesday, June 12, 2024

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

Town Employees: Kate O'Connor (Town Administrator), Michelle McCaleb (Recorder)

Public Attendees: NONE

Karl Kelly opened the meeting at 1:00 p.m.

Fire Department Walkthrough

Chief Defosses started the walkthrough by going over the vehicles, including the utility truck, snowmobiles, ATV, boat, Chief's truck, ambulances, engines, and rescue truck. He mentioned he is looking for coverage for the boat because it is currently out in the open. Fortunately, the sleds and ATV are enclosed trailers which can be used for storage and transportation purposes. The new exhaust system, the Board of Selectmen recently approved, will fit on all the vehicles once it is installed, however, they still need a new building ventilation system, and it cannot wait for a newly designed building.

Chief Defosses also explained the Fire Department has been and will continue to put more miles on the vehicles because Spere Memorial Hospital in Plymouth, NH can't handle significant cardiac and trauma cases, so the ambulances are having to take the patients directly to Concord Hospital or Dartmouth Hitchcock Medical Center. The Fire Department needs more storage and the flooring in the kitchen and meeting room needs to be replaced. The Administrative and Chief's Office are both lacking in space, the basement has a leak, and all the rooms are off the garage, which means they get some of the exhaust fumes.

Approval of Minutes

Bill Frye had clarification notes regarding the billing and Kate said the buildings are billed separately. Jim Butler made a motion to approve the minutes. David Plummer seconded, and it was unanimously approved.

CIP Handbook

Bill Frye mentioned that the Committee took back a truck from the Highway Department and it is written in the handbook that members can't do that. The Committee decided to check the RSA first, and then reword or delete the paragraph for clarity based on the RSA.

Kate pointed out that members can comment on changes they would like to see in the handbook. Kate discussed the Capital Reserve Funds and stated she will speak with the DRA to clean up the document. Once received, Kate will share with CIP for the handbook.

The joint meeting with Thornton will probably take place in August. Karl stated that he would like the most recent copy of the matrix to be included in the monthly meeting packets. Jim Butler wants to see the disbursements for the capital reserve funds. Once again, Kate stated she doesn't have it at this time, but will get it once it has been updated.

Kate will tell Lisa to let CIP and the Trustees of the Trust Fund know when she has received something to update the matrix, so the correct party can do so.

Privilege of the Floor

NONE

Board Concerns and Directives

NONE

With there being no further business, the meeting adjourned at 2:25 p.m.

Respectfully Submitted,

Michelle McCaleb, Recorder