



OLD VALUES - NEW HORIZONS

## COMMUNITY DEVELOPMENT

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### Capital Improvement Program (CIP) Approved Meeting Minutes September 4, 2014

The regular meeting of the Capital Improvements Program (CIP) was called to order on September 4, 2014 at 7:07PM, by Chairman Rob Gustafson, at the Community Development Department

#### **Present**

Rob Gustafson, Citizen Member, Chair  
Jennifer Simmons, Citizen Member, Vice Chair  
Steven Bookless, Planning Board Representative, Secretary  
Neelima Gogumalla, Citizen Member  
Roger Hohenberger, Board of Selectmen  
Paul Gosselin, Planning Board Representative  
Jerome Rekart, School Board Representative

#### **Excused**

Al Letizio, Board of Selectmen Representative Alternate  
Dennis Senibaldi, School Board Representative Alternate

#### **New Business**

##### **I. Highway Department Proposal**

Mr. Jack McCartney of the Highway and Maintenance Departments gave a two part presentation.

The first request was submitted by the Highway Department for \$390,000 to be used for paving, drainage work, reconstruction, and or any necessary improvements to maintain infrastructure integrity. Mr. McCartney explained that \$15,000 of the total sum requested would be used for engineering work; the remaining funds would be spent on equipment, materials and labor. In addition, he explained the life expectancy of roads and the factors that increase or decrease the useful life of a road.

Mr. Gustafson asked if there was a list of bad roads. Mr. McCartney replied there are several roads scheduled for needed repair or replacement. West Shore Road was given as an example.

Mr. Hohenberger asked if Mr. McCartney's department had spent all CIP funds from last year. Mr. McCartney responded yes.

In addition to funds for roads Mr. McCartney is seeking funds (\$100,000) for 2017 to purchase a small rubber track excavator to repair roadway shoulders, treatment swale and detention pond maintenance, culvert repair or replacement, and basin or other drainage structure repairs.

There was no discussion regarding the excavator at this time.

## **II. Maintenance Department Proposal**

Mr. McCartney on behalf of the Maintenance Department requested \$350,000 for 2016 and 2017 to replace the HVAC systems in the police and fire stations. Of the total requested \$150,000 would be spent in 2016 for the Police station system and the remaining \$200,000 would be spent in 2017 for the Fire department system.

Mr. Bookless asked if the projects could be bundled along with the library's request to obtain a better price.

Mr. McCartney responded that most likely he could get a better deal from the contractors if the work was combined.

Mr. Gosselin asked if these requests were being driven by aging systems. Mr. McCartney responded that in fact, the control units are failing due to age and in some cases the zoning for the HVAC systems were poorly designed.

## **III. New Submittal Requests**

There were no new requests submitted, and according to a motion passed at the last meeting, the CIP will not accept any new proposals at this time. There was some discussion regarding revision of proposals already presented. The CIP will allow those departments who have already submitted proposals to modify them by the next meeting September 18, 2014

## **IV. Review and approval of the August 28, 2014 meeting minutes.**

Several corrections and revisions were offered by members of the CIP

Paul Gosselin made a motion to accept the minutes as amended  
The motion was seconded by Jerome Rekart

**Vote: 7 – 0**

Mr. Gustafson briefly discussed the ranking system

## **V. Adjournment**

At 7:37 PM a motion to adjourn was made by Jerome Rekart and seconded by Jennifer Simmons

**Vote: 7 - 0**

The next general meeting will be at 7:00pm, Thursday, September 18, 2014, in the Cable Studio. This meeting will be devoted to ranking.

Minutes submitted by:

Steven Bookless

Approved by:

**[Type name here]**