

MINUTES

CAPITAL IMPROVEMENTS PLAN COMMITTEE

May 8, 2019

The Campton Capital Improvements Plan Committee met at 1:00 p.m. at the Campton Municipal Building. Members of the committee present were Karl Kelly, Craig Keeney and Bill Frye. Also present was Town Administrator, Carina Park, Police Chief Chris Warn, Fire Chief Dan Defosses and Road Agent, Butch Bain.

Approval of Minutes: Karl Kelly inquired if there were any revisions or concerns regarding the minutes of April 3, 2019. **Craig Keeney made a motion to approve the minutes of April 3, 2019 as written. The Motion was seconded by Karl Kelly and with a roll call vote the minutes of April 3, 2019 were approved.**

The Committee reviewed the projects already established on the matrix with each department head. Adjustments were made to the matrix based on department head input.

The Committee reviewed the long-term financial forecasting spreadsheet.

The Committee set the meeting schedule for the 2nd Wednesday of each month at 1:00pm. The next meeting will be held on June 12th.

The Committee determined the Capital Requests due date will be June 12th.

The Committee agreed that revisions to the CIP Handbook would need to be made to reflect the new department head deadline and the meeting schedule.

The Committee discussed putting together a building maintenance/improvements list at a future meeting this summer.

Adjourn: There being no further business, Karl Kelly declared the meeting adjourned at 3:08 p.m.

Respectfully submitted, Carina Park, Town Administrator