

MINUTES

CAPITAL IMPROVEMENTS PLAN COMMITTEE

June 9, 2021

The Campton Capital Improvements Plan Committee met at 1:00 pm via Zoom and in-person. Members of the committee present were Karl Kelly, Craig Engel, Bill Frye, and Jim Butler. Town Administrator Carina Park and Minutes Recorder Jade Hartsgrove were also present.

Approval of Minutes: Karl Kelly inquired if there were any revisions or concerns regarding the minutes of January 13, 2021. Karl said on line 13 Keeney was spelled wrong, and that was the only correction made. Bill Frye made a motion to approve the minutes of January 13, 2021 as corrected. The Motion was seconded by Craig Engel and the Committee voted unanimously to approve the minutes.

Work Session

Appointments: Karl brought up if anyone else was interested in being the Chair? After light discussion the committee decided to table this discussion until all of the members are present. There was discussion about the length of the terms. Carina said at the time the Committee was established no term dates were assigned.

Monthly Meeting Schedule: Typically, the CIP has been meeting on the 2nd Wednesday of the month at 1:00 p.m. The members agreed that those dates and times still work, and to keep the schedule the same.

Review of bylaws: There was a change at Town Meeting to discontinue the Town Archives and for it to be added to the TC/TX budget. That is the only change Carina explained.

Terms: There was discussion if moving forward if there should be term dates on the appointments? Karl said that its typical to have terms on Boards and committees. Craig Engel said that he fully supports having terms. Bill asked if you can serve for more than one term, Carina told him yes. If someone's term is almost up, they are asked if they are still interested in the position. Carina said they could add to the bylaws stating members can served a 3-year term. Carina will work on the wording for the bylaws and bring it to the next meeting.

Review Matrix: The committee reviewed and discussed the matrix. The following changes were made

- To keep the gravel line at \$60,000.00
- To add the vibratory roller to the matrix
- To update the useful life on certain pieces of equipment as the highway department is being managed much differently, and the current road agent thinks some of the vehicles can be utilized longer, with better maintenance.

There were other topics discussed, and it was decided to ask all department heads about useful life on all of the vehicles, and equipment and can revise the matrix again, if needed.

Due date for project submissions: The committee talked about project submission dates, the deadline is August, but the department heads will be invited for preliminary discussion for July.

Committee Concerns and Directives

None

Privilege of the Floor

None

Adjourn: There being no further business, Karl Kelly declared the meeting adjourned at 2:35 pm.

Respectfully submitted,

Jade Hartsgrove
Minutes recorder