

Presentation of the 2012-2017 C.I.P. Matrix to the Planning Board  
Tim Redmond - - C.I.P. Chairman

Report prepared for August 11, 2011

## **Introduction.**

In accordance with the State of New Hampshire RSA Section 674:5, the C.I.P. Committee is authorized to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. Section 674:6 pertains to the purpose and description of the Capital Improvement Program. Projects are classified according to urgency and need for realization. Costs and sources of income are detailed in order to create the matrix. The program is based on information submitted by departments and agencies of the municipality, taking into account public needs indicated by the prospective development shown in the master plan or as permitted by other municipal land use controls. Section 674:7 outlines procedures and requirements pertaining to the actual preparation of a C.I.P. program. Finally, Section 674:8 states that whenever a C.I.P. Committee prepares a Capital Improvement Program under RSA 674:7, it shall submit its recommendations for the current years to the selectmen and the budget committee for consideration as part of the annual budget.

At this time, I would like to thank the members of the committee for their time and devotion to the process. Members Earl Carrel – Vice Chairman, Nick Campasano – Selectmen’s Representative, Sue Tremblay – School Board Representative, Hank Boyle – School Board Alternate, Ivan Beliveau – Budget Committee Representative, and Gail Labrecque, Lowell Von Ruden and Kevin Reigstad – Community-at-Large Representatives. I would also like to extend my thanks to Brian Rose – Planning Department Coordinator and Don Borrer – Town Finance Director.

I would also like to thank all department heads and others who appeared at the meetings to give their presentations.

Last year, the committee recommended and the Planning Board approved a C.I.P. recommended amount of \$6,204,445. The voters approved \$4,122,351. The approved amount had nearly \$1 million worth of vehicles removed from the C.I.P. program and placed onto separate warrant articles. One of the vehicles was approved and two vehicles were rejected by the voters. Both rejected vehicles were once again placed on this year’s matrix. This is the third year in a row that these two vehicles have been presented to the C.I.P. Committee by the department head.

This year the committee gave extra attention to the priorities assigned to the submitted requests. All attempts were made to move items out into the matrix based on priorities. Items left in this year’s matrix were prioritized urgent or necessary.

## **Matrix Presentation.**

### Police Department:

The Police Department requested two replacement patrol cars, as well as a new command post vehicle to replace the current 1989 model. The department also requested IMF Software to bring the computers in line with the Department of Safety, dramatically cutting down time spent writing and processing reports to the State of New Hampshire Department of Safety.

### Fire Department:

The Fire Chief has requested no new trucks. As the previously established Capital Reserve Fund has been depleted to offset a grant application requirement to purchase the new Tower-Ladder truck and to assist with the purchase of a new pumper tanker, the department is requesting \$250,000 to be placed in the Capital Reserve Fund.

The department is also requesting a bond be voted on to make changes and improvements to the Church St. Station and the Tirrell Hill Rd. Station.

### Public Works:

The Public Works Director asked for several vehicles this year. Ultimately three trucks were recommended by this committee: one new 6-wheel dump truck with plowing equipment, one new trash or recycling truck for roadside pick-up, and a new Vaccon Truck, with 25% of the cost of this vehicle being supplied by the Sewer Department as they share the vehicle.

### Parks & Recreation:

The Parks and Recreation Director asked for a new truck anticipating increased work load when the department takes over maintenance of the Rail Trail. As completion is nearing, the committee recommended leaving this request in the matrix. The department is also requesting funding to rebuild the Roy Park Playground.

### Administration:

A large request for financial software was made. After the Assistant Town Administrator's presentation, the committee decided to leave it in this year's matrix. Based on upon the information, there is a real concern that the current software is outdated and the customer support availability is down to two days per week. The town has outgrown the "mom-and-pop" vendor as they cannot provide adequate support for the town.

A request for funding to create a Town Hall Revenue Collection Office was moved out of the matrix as was funding for GTV Studio relocation.

### Public Works Capital Projects:

Other than the road plan, Public Works requested funding for 11 projects. 3 of the eleven projects were moved out in the matrix from 2012 to 2013. The projects left in the matrix were prioritized urgent or necessary by the department and the C.I.P. Committee agreed to leave them in based on their higher priority rating.

### Library:

No proposals were presented this year.

Solid Waste:

No proposals were presented this year. Bond payments continue.

Historic District Commission, Conservation Commission and Planning and Economic Development Commissions made no requests for 2012.

Offsetting revenues are listed in the matrix.

Sewer Commission, Village Water Precinct and Grasmere Precinct:

All of the above departments are user funded and they may obtain Federal or State Grants for projects. Their reports are in the matrix.

School Department:

The School Department made several new requests. The department is requesting voters to approve bonding in excess of \$16 million. This would be used to expand and renovate both Maple Avenue School and Bartlett School Phase II. Also included in the bond would be construction of a new High School Track Facility on the High School grounds and infrastructure improvements to the GHS Theatre as well as construction of a new storage facility outside the GHS Theatre. In discussion with the department, it was suggested that no state aid would be available for this bonded, multifaceted project. The matrix shows bond payments and the ongoing building performance upgrades at the Maple Avenue School and Bartlett School. The upgrades are providing costs savings to the district in the area of energy and energy conservation.

Net Total Town:

The C.I.P Committee began with requests totaling \$6,823,456 and ended with requests totaling \$5,687,156. This amount is \$1,088,300 less than was requested.

Net Total School:

The C.I.P. Committee began with requests totaling \$17,091,325 and ended with the same amount. The committee supported energy conservation efforts through the building performance upgrades at Bartlett and Maple Avenue Schools totaling \$139,210. The balance of the request will need to be a bond request requiring a special article.

Respectfully submitted,  
Timothy Redmond  
C.I.P. Chairman 2011

**\*\*Please Note, this report was updated per amendments made by the Planning Board at the August 11, 2011 Planning Board Meeting. See the meeting minutes for an official record of the changes.**