

Presentation of 2011-2016 C.I.P. Matrix to the Planning Board  
Tim Redmond – C.I.P. Chairman

Report prepared for August 12, 2010

**Introduction.**

In accordance with 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 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 year 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 and Bill Gordon – community at large representatives. There was no Budget Committee member present at this year’s meetings. Also thanks to Brian Rose – Planning Dept. Coordinator and Janice O’Connell – 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 \$7,625,657. The voters approved \$3,892,430. The approved amount had nearly \$1 million worth of vehicles removed from the C.I.P. program and placed onto a warrant article. The article failed and those vehicles returned to this year’s matrix.

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 the usual 3 replacement patrol cars, as well as Phase II of the communications upgrade to eliminate “dead spots” around town in certain locations. A 50% grant is being sought to assist with payment of this project.

Fire Department:

The Fire Chief has requested a new Tanker Pumper to replace two trucks. One of the trucks needing replacement is often out of service due to ongoing problems. A new ambulance is requested and will be paid for with the Ambulance Reserve Fund. The fund is maintained through user fees. This ambulance purchase will have no tax impact. There is still approximately \$142,000 in the Fire Dept. Capital Reserve Fund to offset a tanker-pumper purchase.

Public Works:

The Public Works Director asked for several vehicles and machines this year. Ultimately, two trucks were recommended by this committee: one new 10-wheel dump truck with plowing equipment and one new trash or recycling truck for roadside pick-up. The other 3 requests were moved out into the matrix.

Parks & Recreation:

The Parks and Recreation Director asked for a new truck anticipating increased work load when his department takes over maintenance of the rail trail. As the completion is still several years away, the committee moved his request 2 years out into the matrix.

Administration:

A large request for new financial software was made. After the Finance Director's presentation, the committee decided to leave it in this year's matrix. Based upon the Finance Director's 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.

There is a request for HVAC equipment upgrades and this will be paid for through the Molly Stark Fund, provided there are funds still available after repairs are made to the Town Hall roof and clock tower. Again, there is no taxpayer impact.

A GIS Flyover was pushed out again this year as it was last year.

Parks Department Capital Projects:

Parks requested 3 projects – two were deemed urgent and left in this year's matrix. Both were resurfacing projects for the town pools, specifically the pool bottom in and around the main drain area. A football field improvement project was moved out 2 years.

Public Works Capital Projects:

Other than the road plan, Public Works requested funding for 2 projects: Worthley Hill Road drainage and Phase I for the Westlawn Cemetery Expansion. Both projects were left in the matrix.

The committee voted to eliminate two lines in the proposed matrix: ongoing sidewalk repairs and ongoing drainage upgrades. The committee voted to eliminate these lines as they are not specific projects and should be part of the department's maintenance budget, not in C.I.P.

Library Capital Project:

The library has 2 projects that were brought forward. The first is an expansion of the parking lot and the second is an expansion of the library itself. The Library Trustees recently purchased part of the adjoining property with trust funds to accommodate these expansions. The parking lot expansion was pushed out to 2012 and the library expansion was placed in 2015.

Solid Waste:

Once again, beginning a barrel replacement program seemed unwise at this time.

Historic District Commission, Conservation Commission and Planning and Economic Development Commissions made no requests for 2010.

Offsetting revenues are listed in the matrix.

Sewer Commission, Village Water Pct. and Grasmere Pct:

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 no new requests. The matrix shows bond payments and the ongoing building performance upgrades at Maple Avenue School and Bartlett School. The upgrades are providing cost savings to the district in the area of energy and energy conservation.

In conclusion, the C.I.P. Committee began with requests totaling \$7,055,407 and ended with requests totaling \$5,998,407. This recommended amount is \$1,627,250 less than last year's amount with nearly \$1,000,000 of vehicles added back into this year's requests.

Respectfully submitted,  
Tim Redmond  
C.I.P. Chairman 2010