

**Town of New Castle, New Hampshire**  
**Capital Improvement Planning (“CIP”) Committee**  
**Meeting Minutes**

**Date:** February 22, 2017

**Location:** New Castle Town Hall Meeting Room

**Present:**

*Committee Members:* Jeffrey Hughes (Chair), Fire Chief Dave Blanding, Rich Landry, Ken McDonald, Dave McGuckin, and Tom Smith

*Members of the Public:* None

The Meeting was called to order by Jeffrey Hughes, Chairman, at 4:30 pm.

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**Welcome**

Mr. Hughes welcomed committee members to the meeting.

**Approval of Minutes**

The Committee reviewed and unanimously approved the Minutes of the previous meeting.

**Update – Water / Sewer Project**

Mr. McGuckin provided an update on the Water / Sewer program. He reported that the Select Board intends to bring forward a warrant article to fund an upgrade to the water / sewer system. The scope, details and costs continue to be discussed.

**Discussion – Road Program**

The Committee members reviewed and discussed the road program. An updated road program spreadsheet was presented by Mr. McDonald. Mr. McDonald explained that since no roads identified in the road program last year were upgraded, and no funds have yet been expended, the timing of the road program was pushed forward one year with no other changes.

Following a discussion, Committee members approved the new road program, and unanimously recommended an additional \$80K funding level for the FYE2018 budget.

**Discussion – Vehicle & Equipment Fund (V&E Fund)**

Mr. Hughes and Mr. McDonald reported on the updates to the V&E Fund spread sheet. Specifically, the following changes were made:

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- CIP fund balance was updated per an email from Dave McArdle.
- The replacement cost of Marine 1 (Boat), per Chief Blanding, was added at a 2017 cost of \$461,518. The timing of expected replacement is 2042 (25 years)
- The cost of the airpaks was confirmed at \$144,596
- The timing of replacement of Rescue 7 was changed from 2020 to 2025
- The cost of the Dump Truck was increased from \$82,750 to \$99,372 (the cost estimate suggested by Mr. Tabbutt last year, as no new estimate was available)

Four different scenarios for the V&E Fund spreadsheet were presented to Committee:

#1 – FYE2018 funding level of \$132K, 2.5% inflation rate

#2 – FYE2018 funding level of \$132K, 3.0% inflation rate

#3 – FYE2018 funding level of \$150K, 2.5% inflation rate

#4 – FYE2018 funding level of \$150K, 3.0% inflation rate

The Committee members reviewed the 4 scenarios. After a discussion, the Committee members unanimously agreed to scenario #2 (above), and a recommendation to the Select Board to fund the V&E Fund for FYE2018 at a level of \$132k.

Mr. Hughes agreed to develop a Memorandum to the Select Board indicating the Committee members' recommendations for FYE2018 funding for both the V&E Fund and Road Program.

### **Other Business**

Update to CIP Program for Town Website:

Mr. Hughes indicated that he will work with Mr. McDonald to update the summary of the overall CIP program for the Town for review and discussion at the March Meeting of the CIP.

There was no other business to come before the Committee.

### **Public Comments**

There were no public comments.

### **Adjournment**

The meeting adjourned at approximately 5:20 pm.

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Respectfully submitted by

Jeffrey Hughes  
CIP Chair