



# Town of Hopkinton, NH

## Office of the Select Board

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### **CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE PUBLIC MEETING MINUTES THURSDAY, SEPTEMBER 29, 2016**

Chris Hodgdon called the Capital Improvements Program (CIP) Committee meeting to order at 6:30 p.m. on Thursday, September 29, 2016, in the large meeting room in the Town Hall.

**Members Present:** Jim Fredyma, Chris Hodgdon, Don Houston, Ed Kerr, Amy Carrier O'Brien

**Staff Present:** Neal Cass (Town Administrator)

Mr. Hodgdon reviewed the process that was used by the committee last year to complete its work. There was consensus to use the same process this year.

Committee members reviewed the following information:

- Comparison of 2016 CIP recommendation to what was actually voted by Town Meeting
- Review of capital expenditures from 201- to 2016
- Summary of 2017-2022 Requests
- Fund Flow spreadsheet with estimated expenditures/appropriations for 20 years

The Committee discussed whether or not to meet with Department Heads. Members felt strongly that they are happy to meet with any Department Head that wishes to meet. Meetings will be set up with Recreation Director Paula Simpkins, Director of Public Works Dan Blanchette, Superintendent of Buildings & Grounds Greg Roberts, and Library Director Donna Dunlop.

The Committee reviewed the following requests:

- Police Vehicles – no change from previous year
- Police/Fire Radios – no change from previous year
- Sewer Department – Moved sludge removal up and adjusted the appropriation. There is a question of the number of manholes to be redone to determine if this is a capital project.
- Transfer Station – Wants to be certain that there is enough money raised to cover the cost of the loader.
- School – Will put in the plan the best estimate knowing that they are in a planning process.

The next meeting of the Committee will be Thursday, October 6, 2016 at 6:30 p.m. at the Town Hall.

There being no further business, the meeting adjourned at 7:35 p.m.

Respectfully submitted,  
Neal Cass, Town Administrator