

**Capital Improvement Program Committee**  
**Meeting Minutes**  
**July 28, 2015**

**Committee Members Present:** OJ Robinson - BOS, Butch Burbank - Town Manager, John Hettinger – Planning, and Cindy Lloyd – Budget

**Committee Members Absent:**

**Staff:** Helen Jones, Carole Bont, Tara Tower

**Other:** William Conn

Meeting called to order at 9 am.

Motion by OJ Robinson: “To approve the minutes of July 21, 2015 as amended.”

Second: John Hettinger.                      Approved 3    Abstained 1

**Review Cemetery – William Conn**

The C.I.P committee reviewed the Cemetery request for funding.

Discussion:

1. Trustees are looking to expand the cemetery. At this time they are looking to expand to the V section at the entrance of the cemetery. This would include a maintenance/office building, a new rod iron gate to the entrance of the cemetery, cremation lots, and a new sign. They will keep a tree buffer along Old Airport Road. This project will be completed over several years.
2. Estimated cost is \$200,000 over the next 6 years appropriation of \$30,000 per year.
3. Plans to work on the Hanson Farm Road Cemetery.
4. Will be pressure washing stones.
5. Looking at who can/cannot purchase a cemetery lot and the price of lots.

**Review of Recreation – Tara Tower**

The C.I.P committee reviewed the Recreation request for funding.

Discussion:

1. Ski Slope Top Shed – rebuilt in 2009 review again in about 2029.
2. Property Building & Maintenance:
  - Bull Wheel Hut needs to be replaced. Hut contains bull wheel, fuel tank, and a storage area. Estimated cost \$5,000 appropriation 2016 \$1,000, 2017 \$4,000.
  - Dug Outs – 17 years old. Concrete floor, sides and roof wood. Repairs have been made out of her operating budget.
  - Parking lot – Estimated cost to repair \$20,000, over the next 4 years appropriation of \$5,000 per year.
3. Kanc Equipment:
  - Town owns two vans and rents one in the summer.
  - Both vans have approximately 80,000 to 90,000 miles.
  - Estimated cost to replace the 2005 van is \$24,000-\$25,000; balance in the account is \$20,000.
  - 2008 van appropriation for 2016 and 2017 will be \$12,000 each year.
  - Replace playground equipment – extend appropriation to 2021.
  - A snow gun was replaced in 2014; it was smaller in size and is working great. At this time no appropriation will be made until 2019.
  - Estimated cost for a groomer is \$90,000, over the next 3 years \$15,000 appropriation of \$15,000 per year. Approximately \$47,500 already in the account. Projected replacement year is 2018.

Caterpillar diesel tow engine is working fine. Replacement date was 2015 will put off until 2016. Money is available if needed to replace sooner.

4. Community Building:


Would like to redesign office space area to make it more efficient. At no cost to the Town a member of the community designed the new area. It was decided to make this a warrant article in March 2016.

Rotary is working on a community service project to upgrade the garage. At this time there is a hole in the roof that needs to be repaired.

Community Building infrastructure – appropriate \$4,000 each year from 2016 to 2021.

Final payment on the purchase of the Community Building was made July 2015.

Motion to adjourn meeting at 10:15 am by OJ Robinson: seconded by John Hettinger.

Date: August 4, 2015 Approved:   
Chairman: John Hettinger