

**Capital Improvement Program Committee**  
**Meeting of February 13, 2019**  
**Library Upstairs Conference Room**

**Committee members attending:**

Chairman Bill Vrooman, Bo Fehl, Greg Thornton, Maura McGroarty

**Committee member absent:**

Ewell Hopkins

**Also attending:**

Robert Whritenour, Town Administrator; Deborah Potter, Town Accountant

Meeting called to order at 3:04pm

**Old Business:**

**REVIEW MINUTES**

The committee reviewed the minutes from November 28, 2018 and suggested three changes: on page 2 correct the spelling of “effect”, on page 3 remove “can move out to 2021” regarding School Fire Alarm ranking, and on page 4 summary indicate that Mr. Thornton motioned to approve the summary.

*Mr. Fehl motioned to accept the minutes with modifications, seconded by Mr. Thornton. All in favor.*

**New Business:**

**REVIEW LATE FILED CAPITAL REQUESTS**

The Town Clerk has requested a new voting machine for \$6,500. The cost of the machine is \$7,000. Trade in value is \$500. The old machine does not function. The committee agreed to rank it a number 1.

*Mr. Fehl moved to purchase the voting machine, and to add it to the special town meeting, seconded by Mr. Thornton. All in favor.*

## **DISCUSSION AND APPROVAL OF FUNDING RECOMMENDATIONS**

Mr. Whritenour explained that free cash was certified at \$653,000. He suggested more consideration to some priority 3 rankings, specifically The Library's outside lighting and furniture requests. The committee reviewed their concerns with the lighting, which are dependent on Town Hall renovations and/or neighbor complaints. The committee developed the consensus of reconsidering lighting for the parking lot. Ms. McGroarty noticed a discrepancy in the pricing on the ADA. The cover sheet from the library submission had \$8,000 but the supporting documents noted \$3,000. The library assistant brought a revised coversheet to the committee indicating that \$3,000 was the correct amount.

***Mr. Thornton motioned to approve the new tables in the amount of \$5,000, seconded by Mr. Fehl. Ms. McGroarty opposed. Passed 3-1.***

***Mr. Fehl motioned to reconsider the type of lighting in favor of lower lighting, seconded by Mr. Thornton. All in favor. Passed 4-0.***

The committee had a conversation about circumstances that could still affect Free Cash.

The committee shared concerns over the Ambulance Reserve fund. There is not enough money in the fund to cover this year's requests.

***Mr. Thornton motioned to move the \$390,000 reconditioned fire truck back a year and to move the other two vehicles to free cash, seconded by Mr. Fehl. All in favor. Passed 4-0.***

Motion to Adjourn at 4:30pm. All in favor.

Respectfully submitted by Carrie Blair, Administrative Assistant to the Board of Selectmen