In attendance at New Boston Town Hall: Matthew Beaulieu, Jennifer Allocca, and Frederick Hayes, Jr., Citizens-at-Large Members; Donna Mombourquette, ex-officio Select Board; and Ken Lombard, Finance Committee. Not in attendance Planning Board Representative.

Staff present: Shannon Silver – Community Development Director and Sonya Fournier-Mitchell – Community Development Assistant

The meeting was called to order at 6:00pm and introductions were made.

**Ken Lombard moved to nominate Fred Hayes as Chair of the Capital Improvements Committee. Seconded by Jennifer Allocca.**

**Voting: 5-0-0** **motion carried unanimously.**

1. Distribution of information: (previously distributed)
	1. General Housekeeping items; CIP Policy & Procedures Handbook
	2. Copy of last year's Schedule & Budget (Table II)
	3. Copy of last year’s Equipment Replacement Table (Table III)
	4. 2024-2029 Schedule & Budget (Table II updated)
	5. Departmental forms and/or other. (previously distributed)
	6. Meet with School Board, Conservation Commission, Transfer Department and Highway Department tonight.

The Committee reviewed the presented materials.

Scott Gross, Business Administrator SAU 19, presented to the Committee. New Boston Central School was close to reaching the 600 level of population prior to COVID but has receded since. There are some concerns regarding space issues if the school population exceeds 600. The cost of a proposed expansion would be approximately $3.4M. He recommended that this project be bumped out to the farthest year of the schedule. Currently, there is not full-day kindergarten in New Boston and, if funding for this became available through the State, this project could move up a bit.

Laura Bernard, Conservation Commission, presented to the Committee. She explained that the rail trail rehab began in 2012. The first phase was completed by 2015 and was funded through the Commission. A small 80/20 match grant was received for a piece of the first phase. A federal 50/50 grant was received through the State for the second and third phases. This portion of the project was fundraised for and went a bit overbudget. The intention of this project was to make the Rail Trail accessible to anyone in Town. There is an issue with this along the Parker Road section of the trail. The Commission would like to apply for a TAP grant in order to flatten the trail with a tunnel under Parker Road but without committed funding from the Town, it will be difficult to be awarded the grant.

Chair Hayes noted that there could be an issue with this item following the process of the timing for the CIP. The Committee agreed to place this on the plan for six years out at the amount requested.

Gerry Cornett, Transfer Station Manager, presented to the Committee. He noted that the prices given are rough estimates as prices are quite volatile. The composting system is proposed to be left in 2028. If the Department can manage this on its own, it will attempt to do that, but commercial companies will likely do this better and more efficiently. The trash trailer are holding up well, but there is one that is starting to show signs of age, which is requested to be included in the plan. He stated that the Transfer Station may need a new compactor at some point, but he does not see anything else at this time.

Benji Knapp, Road Agent, presented to the Committee. The Committee reviewed the Dougherty Lane bridge item. It was noted that the warrant article for this item lapsed. It was noted that this would be removed from the schedule at this time. Regarding the road improvements item, Beard Road is listed as starting on the plan in 2025 for $80,000/year. It was noted that this cost will likely need to be increased. There was discussion regarding the fact that there will be a report for the complete update of the Town’s entire road set available shortly. The Christie Road improvements are occurring this year. Regarding heavy equipment, a placeholder for the 2018 loader is being placed in 2030 with a cost of $250,000. The 2020 backhoe is being requested to be placed on the plan for 2040. Mr. Knapp noted he is proposing a 15-year cycle for this piece of equipment. The roller cost should be updated to $135,000. The excavator should be added to the schedule for 2033 at a cost of $200,000.

The Committee reviewed the schedule for the Highway Department trucks. Regarding truck P2, Ms. Silver explained that this was removed from the schedule by the Planning Board as it was purchased with Block Grant funding and not purchased as part of CIP. If the truck is determined to be needed, this could be added to the schedule in the proper process. The Committee agreed with this.

It was noted that Matthew Beaulieu could be a Finance Committee member, opening up a spot for a citizen-at-large to join.

1. Discuss future calendar of meetings - to be on Wednesdays:
	1. October 18th - meet with Select Board, Library, Emergency Management and Fire.
	2. October 25th - put plan together.
	3. End October - CIP plan to Planning Board; November 14, 2023.
	4. November 16, 2023 - CIP Plan to Finance Committee.

**Matthew Beaulieu moved to adjourn at 7:30pm. Seconded by Jennifer Allocca.**

**Voting: 5-0-0** **motion carried unanimously.**

Respectfully submitted, **Minutes approved:**

Kristan Patenaude October 18, 2023