



## Milton Capital Improvements Program Committee (CIPC)

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### Minutes

August 16, 2023  
Milton Town Office  
6:30 PM

#### **ATTENDANCE:**

**Members:** Bruce Woodruff (Town Planner), Anthony Gagnon (Chair), Claudine Burnham (Select), Sean Skillings (At-lrg), Renata Gamache (Budg. Alt), Stephanie Mills (Budg.), Peter Hayward (At-lrg), Don Diamant (Schl Brd, VC)

#### **Absent:**

**Public:** none

1. Call to Order at 6:39pm-Quorum determined by Tony.
2. Review and approve meeting notes from 8-2-23 meeting. Stephanie motioned, Sean seconded, All, except Don, approved. Bruce's mentioned that he will tie in Milton/Lebanon Bridge was not included in the Ranking.
3. Reviewed the Rating/Ranking Rating/Ranking of Projects. Discussion was made on the Beach Restoration of the low of 5 to the high of 44. No changes were made to this item.
4. Reviewed prepared CIP draft bullets:
  - Bullet 1 – committee agreed with recommendation.
  - Bullet 2 – change the word “required” to “Mandate” and there was question as to why this item was not listed in the CIP spreadsheet or if it is included in the budget currently. Claudine will speak to TA and BOS about this item.
  - Bullet 3 – replaced by Bullet 12 “Town should place a down deposit from the budget to help pay down the cost of leasing cruises and extend the lease from 4 to 5 years for the 3 cars.
  - Bullet 4 – After reviewing CRF, Stephanie questioned if the Police server amount of \$8K should be placed in its own fund or keep it in the “All Dept – ongoing technology fund”. Claudine will reach out the Chief Krauss to confirm which one he recommends.
  - Bullet 5-11 - all agreed by committee.
  - Bullet 11 – Stephanie recommended separating into 2 bullets, one for each bridge line, also the CRF's for these lines do not represent the amounts we were told by the Town Administrator. Claudine will speak to the TA for accurate information.
  - Bullet 12 – referenced in Bullet 3 and all approved this version.
  - Bullet 13 – Don recommended to change “The Town is being asked to” to “The Town is being mandated by the EPA to” remove as much Nitrogen and Phosphates from the plant as possible.

- Other possible bullet recommended by Bruce:
    - Recommendation for DPW Maintenance Building Design & Construction line of \$25k or \$50K. A range was provided by Pat Smith in his presentation, but no plans were provided with definitive amounts. Claudine will reach out to Pat for further information.
  - Claudine updated the Excavator line due to Monday's Bos meeting where Pat submitted a request to purchase a used excavator the DPW has been renting. Decision is still pending until next BoS meeting on Sept. 11<sup>th</sup> for final quotes to be provided from Pat.
5. Next meeting is scheduled for Sept. 6<sup>th</sup> at 6:30pm at the Town Office. Bruce will try to have all Ranking/Ratings, bullets, and possibly the Master Plan Tie-in sheet updated for review at the next meeting. Next would be to review a draft of summary recommendations made by the CIP. The goal is to have a public hearing on Sept. 20<sup>th</sup> or the 26<sup>th</sup>, pending on updated information.
6. Motion to adjourn made by Don, Stephanie seconded – all approved.