

CAPITAL IMPROVEMENT COMMITTEE

MEETING

MAY 29, 2025

PRESENT: Tim Redmond, Chair; Mark Lemay, Selectmen's Rep; Olivia Welch-Erdahl, Budget Committee Rep; Jack Carbonneau, School Board Rep; James Raymond, Community at Large Rep; and Brad Parkhurst, Community at Large Rep.

The CIP meeting was called to order at 6:05 pm.

The Chair welcomed new board members. Tim Redmond reviewed the CIP process and explained the difference between the CIP Committee and the Budget Committee. The report is submitted to the planning board for approval. It is then sent to the Select Board for submittal into the budget. We have a handbook that shows the schedule and procedures. Everything can be revisited at the end of the presentations if additional answers are needed.

Tim Redmond recommended James Raymond for Vice-Chair. Second, Brad Parkhurst. Voted unanimously in the affirmative.

ADMINISTRATION:

Derek Horne, Town Administrator, will be presenting for Administration.

We made some changes to the matrix set up this year. We felt it was easier to have the six years separated into separate columns. We also added a column for the Planning Board adopted for the previous year and adopted budget for the previous year. This is a planning committee. Last year when we went through the projects, the department heads requested \$4.4 million. By the time the budget was adopted, only about 1/3 remained. Most of the capital projects in sewer survived because it is an enterprise fund and the projects are paid for by the users via user fees.

Our 2025 had \$1.1 million in reclamation, \$200,000 for police vehicles. All other vehicles were cut during the budget process. You will see these vehicles again in this submittal.

Administration does not have any projects slated for 2026. Our first project is for 2027. That is \$80,000 for the town hall parking lot repair. This project has been on CIP for the last ten years. We wanted this to coincide with the rebuild of Church St. If there are any changes that need to be made in this area of the Village, it will impact the town hall parking lot.

The Select Board pulled out the first item, and we were able to fund with ARPA Grant Funding.

In 2020 the BOS formed a committee to investigate constructing a pedestrian bridge. The committee submitted a report in 2021, and they said this is possible. Another committee was formed, and they have made a recommendation in 2024 to submit a grant application for a TAP grant. It is an 80/20 match. The application was submitted in January 2025. We anticipate we will hear the results within the next month as to whether we will receive this grant funding. We

looked at the Singer Bridge updated the numbers for inflation. The Ad-Hoc committee reports to the BOS. They are looking at various ways to pay for the 20%

In 2028, we have the Grasmere Town Hall elevator on the second floor. HDC does have a capital reserve fund approved by town meeting. There is approximately \$435,000 in that fund. The cost for the addition and elevator is approximately \$1.4. They are looking at applying for an LCHIP Grant. The second-floor theatre has been completely restored. The stage curtains have been restored as well as the ceiling and stenciling.

Master Plan update, \$100,000. The planning board adopted the last master plan in 2020. This request was submitted to the CIP Committee late last year.

You will see significant changes in Parks and Rec. You will see the same vehicle requests from departments.

James Raymond believes the voters should be educated on this process going forward.

James Raymond moved, seconded by Brad Parkhurst, to adjourn the meeting at 6:31 pm. So, voted.

Respectfully submitted,

Jo Ann Duffy

Planning & Economic Development Director