

Franconia Capital Improvements Committee Meeting
Thursday, August 15, 2013

A meeting of the Franconia Capital Improvements Committee (CIP) was held on Thursday August 15, 2013 at 1:00 pm at the Franconia Town Hall. The minutes were recorded by Suzanne MacDonald.

Regular members in attendance were Bob Montagno, Mogens Jessen, Brian Williams, Bernie Costa and Carl Schafer.

The meeting was called to order by Bob Montagno.

George Whitcomb, John Monaghan, Rick Gaudette, and Paul Schmucker attended the meeting.

The CIP process has been started early this year. The request forms and the quote forms were passed out to each department that was present. The submission forms can be sent electronically. Suzy will send both forms to everyone. The Department Head should be working with the vendor to complete the quote form as the items gets close to replacement. It would be very helpful for an electronic copy of last year's submissions be sent to each department. Bob Montagno will work on scanning last year's copies and sending them electronically.

The committee looks at expenses greater than \$5,000.

The Committee discussed how to title/group building such as the Library, Museum and Frost Place.

Sally reviewed expendable trust vs trust funds. Sally would suggest if money needs to be spent from expendable trust than it is done as a warrant article at the Town Meeting. The CIP would like to see all expendable trust money listed on the CIP worksheet.

The steps at the Town Building will be added to the CIP for the next year, 2014. The engineering has been completed for the steps. The next step will be to bid it out.

All building roofs should be included in the next CIP plan.

The CIP Committee is requesting that all items for the CIP being considered be returned by August 30, 2013.

The next CIP meeting will be held on September 3, 2013 at 3:00pm.

With no other business to conduct the meeting was adjourned at 1:45 PM.

Respectfully Submitted,
Suzanne MacDonald
CIP Secretary

