

**Town of Franconia**  
**Capital Improvement Planning Advisory Board**  
29 July 2024 • Time: 1530 • Town Hall

**Present:** D. Walker, J. Cole, M. Laflamme, S. Plant

**Others:** C. Rush

**Regrets:** D. Dawson, L. Plate

**Absent:** L. Staples

**I. Call to Order / Opening Remarks**

- A. The meeting was called to order at 1530.

**II. Approval of the Minutes from 15 July 2024**

S. Plant brought up a question under Tasks regarding the change of useful life of Western Star six-wheeler. The committee agreed the consensus was to leave the useful life at 8 years. Also, the grader information needs to be updated to state date purchased as 1995 and model year 1985. J. Cole will update the worksheet.

**Motion:** To approve the minutes of 15 July 2024 as circulated

**Motion By:** J. Cole

**Seconded By:** S. Plant

**Carried**

**III. Approval of the Agenda - Accepted as circulated**

**IV. Buildings and Crowds - Corey Rush**

- A. Corey reviewed the equipment plan with the committee. All equipment is in decent shape. Corey will look into why the Graveley mower has not yet been sold.

Discussed the New Holland tractor. Will move this item of equipment to Highway but recognize the tractor is a useful piece of equipment for both B&G and Highway. Will need to develop a replacement plan over the next year and the committee recommended the replacement be a used tractor not new. Corey discussed reducing the useful life of the Dodge Ram from 8 years to 5 years. The committee will take this action under advisement at this time. Corey mentioned a trailer that was not on any equipment list. It is a small trailer and at the time did not meet the capital guidelines. Discussed what might be needed for the future and current pricing for a 16-foot trailer currently does not meet capital guidelines. The old Rec van was discussed. The committee recommended it should be removed or sold as is.

Additional discussion about responsibility for certain aspects of the Dow Field and Rink. The committee will review and make a recommendation.

Corey reviewed the Buildings worksheet. The committee asked Corey to evaluate the need to reseal the pavilion and paint on the Heritage Museum Building. Corey noted the septic systems for the Welcome Center and Town Hall are to be pumped by Schofield's Septic Service. The town hall system will be evaluated by them at that time.

**V. Wells Bridge Culvert**

- A. The committee discussed the next steps of the grant process. J. Cole will meet with Libby on 7/30/2024 to discuss.

**VI. Status of Form Submission**

- A. The Recreation Department is still outstanding.

**VII. Meeting for 9 September 2024**

- A. S Plant reported that the 9/9 meeting is scheduled for the Welcome Center.

**VIII. Adjournment**

- A. The meeting was called to adjourn at 1709.

**IX. Next Meeting 12 August 2024**

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*Danielle Dawson - 29 July 2024*