

FINAL MINUTES
Webster Planning Board
CIP Subcommittee
August 22, 2017

The meeting was convened at 1:02 p.m. by Chair Susan Rauth. Meeting attendees included Roger Becker, Dot Bourque, Barbara Corliss, Bruce Johnson, Paul King and Leslie Palmer. Sue Roman was absent.

The Subcommittee first reviewed the 2017 CIP Plan and its objectives. It was agreed that the final report would include recommendations for the Town to develop an RSMS, including the data needed and a method for capturing the information for the paved and gravel roads. We want to start collecting the data now as a step towards meeting our goals and objectives of greater transparency and accountability.

Susan Rauth described the status of the latest RSMS pilot being developed by UNH, in conjunction with the Central NH Regional Planning Commission. The current schedule is to complete the complete inventory, analysis and forecasting for the first two towns prior to starting in the next three towns. Participation in the pilot program is at no cost to the Town for the initial inventory and analysis. The towns would be responsible for funding the ongoing program. The data would be available in the cloud and Towns would be able to download and manipulate their own database. The Subcommittee agreed that it would be advantageous to follow the results of the pilot project and to be on the list to participate in the future. Susan Rauth will follow-up with Dean Williams in regard to participation and estimated future cost to a Town.

The Subcommittee agreed to recommend the concept of a Highway Advisory Committee to advise, review and provide input to the road maintenance planning and operations in Webster.

The format and length of the report was discussed. It was agreed to simplify the report and make it more readable. Barbara Corliss volunteered to revise Chapters 1 and 2.

A lengthy discussion ensued about the funding categories and the issue of funding aspects of the operating budget out of the capital reserve funds. The Subcommittee discussed the concept of a capital reserve fund for the roads. Leslie agreed to contact DRA about the options and Dot agreed to review the Code. Leslie also explained the Code allows for a 1% contingency fund for budget override and the merits of that approach were discussed.

The Subcommittee turned to the task of prioritizing the CIP budget, within each Department request. Further information is needed to prioritize the Public Safety Building requests. Susan Rauth will contact the Fire Department in regards to cost information for the driveway pad and the plymo-vent exhaust. She will also follow-up with Mike Borek in regard to the highways and roads cost estimates.

The Town Hall and Town Office requests were reviewed. A new application to replace the generator at Town Hall was added for 2018 and the other projects costs were “spread out” over the 2018-2021 time period.

In summary, the Subcommittee approved all the projects that were submitted by the Town Departments for the 2018 CIP. Cost estimates are needed to prioritize and make recommendations concerning a few of the projects for the Fire Department and the Highways and Roads, with emphasis on the next two years.

The next meeting is scheduled for August 29th at 1:00 p.m.

Respectfully submitted,

Susan Rauth
Chair