

Approved

**Town of Grantham
Capital Improvements Projects Committee Meeting
Regular Meeting Minutes
July 10, 2014**

The regular meeting of the Capital Improvements Projects (CIP) Committee was called to order at 1:00 p.m. on July 10, 2014 by Town Administrator Melissa White. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South.

Members Present: Paula Bresnick; Peter Guillette; Bob MacNeil; Pat MacNeil; Richard Valone

Others: Town Administrator Melissa White

New Business

- **Election of Chair:**

R. Valone made a motion to nominate P. Guillette to serve as Chair of the CIP Committee; seconded by P. Bresnick. P. Guillette accepted the nomination. *Unanimously approved.*

- **New 7-year plan:**

The previous CIP plan was reviewed. The CIP Committee felt the next steps would be:

1. Have the Department Heads should look at the next seven years of capital projects needed with what they feel the priority of the project is,
2. Fill out the CIP Committee worksheets and return to M. White by July 24, 2014.

Committee members felt having a copy of the current Master Plan would be helpful. White will obtain and distribute the copies.

There was a brief discussion regarding the format of the CIP summary spreadsheet. P. MacNeil felt having the date the equipment was first acquired on the CIP summary spreadsheet would be beneficial to the committee.

Adjournment

There being no further business, P. Guillette moved to adjourn, seconded by P. MacNeil. *The Committee voted unanimously to adjourn at 2:15 p.m.*

The next CIP Committee meeting will be held on July 31, 2014 at 1pm in the Jerry Whitney Memorial Conference Room, 300 Route 10 South, Grantham, NH.

Respectfully submitted,

*Melissa White
Town Administrator*

CIP Committee Meeting – 7/10/2014

Page 1 of 1