

**AMHERST CAPITAL IMPROVEMENT
PROGRAM COMMITTEE
Wednesday May 23, 2018**

In attendance: S. Coughlan, Chairman, J. D'Angelo-Selectman Ex-Officio, G. Tremblay, D. Pray and
Community Development Director G. Leedy

S. Coughlan called the meeting to order at 4:06 pm.

Gordon reviewed the agenda for the meeting.

Gordon discussed the General Government and Recreation project requests. The Recreation requests are for implementation of the B&M Multi-modal Trail. Gordon and Craig Fraley, Recreation Director, explained the project and the proposed phasing. The project is anticipated to be funded through any of various state and federal programs. Gordon explained that the phased implementation was based on the assumption that the Town would receive 80% of the funds from outside agencies. If the funding schedule is delayed, the project will be delayed.

Matching funding for the first phase from Baboosic Lake Road to Thornton Ferry I Road is in the FY19 budget. Gordon and Craig reviewed the potential phasing for the project. Gordon indicated that there were three project requests in the General Government category that were related to ROW acquisition for the project. These requests were based on a \$75,000/acre amount that had been used in the past. As the project planning moves forward, these numbers, both in the construction and ROW requests were subject to refinement.

Gordon reviewed the process for getting the project listed in the NHDOT Ten Year Plan (TYP). Getting listed in the TYP is the precursor to any federal program funding.

J. D'Angelo asked to have information on the length of the various phases and an assessment of how much land is currently owned or controlled by the Town.

Gordon then turned to the two OCD requests. The first was for the Master Plan. The committee discussed various concerns relative to the previous master planning process. Gordon indicated that the current request was anticipated to enable hiring consultants to prepare various sections of the plan, with the Town managing the process and the team. It is hoped that this will provide a more tailored approach than was achieved last time. S. Coughlan asked what deadline the state imposed on this process. Gordon answered that the statute indicates ten years for an update cycle, but that there is no penalty for exceeding that timeframe – there is no penalty.

The other OCD request is for a continuation of the document scanning project, and is scheduled to take place over a three year period. Gordon indicated that the document management system would be procured and implemented in this year's budget, and that there is \$17,000 in the FY19 budget to continue the scanning project. These requests are for money to complete the scanning of OCD records.

D. Pray moved to adjourn at 5:10pm. G. Tremblay seconded. All in favor.

Respectfully submitted,
Gordon Leedy