

**AMHERST CAPITAL IMPROVEMENT
PROGRAM COMMITTEE
Wednesday July 25, 2018**

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

S. Coughlan called the meeting to order at 4:04 pm.

S. Coughlan asked to review the minutes of the last meeting. There were no comments.

J. D'Angelo moved to approve the minutes of the July 11, 2018 meeting. S. Wilkins seconded. All were in favor.

Gordon reviewed the agenda for the meeting. He distributed and updated version of the Tax Impact Spreadsheet, Project Request List and explained the modifications that had been made since the Committee last reviewed this.

J. D'Angelo briefly reviewed town project requests, and asked is there had been money added for athletic field development. G. Leedy explained that land acquisition was potentially covered, with a 5-acre property owned by the town on Old Nashua Road available for playing field development. The committee agreed that a placeholder "on the horizon" project at \$500,000 would be appropriate.

G. Leedy indicated that the Public Safety Complex work, as well as the Town Hall window restoration would be done through the operating budget, and have been removed from the project list.

S. Grund indicated that the list of projects for the schools was complete, even though there are on-going discussions regarding options for addressing the condition of existing school facilities. She indicated that the dollar amount of ASD -01 and ASD-02 should be switched, as the HVAC was likely to be more costly that the roof replacement. All other school requests have remained unchanged.

The Committee then adjusted dates on a few project requests to "even out" spending in the next two years. G. Leedy discussed the schedule for the Committee's work going forward. G. Leedy indicated that he would discuss the CIP at the next Planning Board meeting on August 1, 2018 and would ask the Board to schedule a public hearing for adoption of the plan on September 5, 2018. We then will need to provide copies of the plan to the two school boards and the Board of Selectmen for review.

G. Leedy will use the materials submitted to date to develop a draft of the CIP document for review by the Committee. It was thought that the Committee could review the draft and submit comments directly to Gordon for action.

S. Wilkins moved, S. Grund seconded to approve the tax impact spreadsheet as amended as the recommendation of the Committee. All were in favor.

The next meeting of the Committee is to be determined at a later date..

S. Coughlan moved to adjourn at 4:49 pm. J. D'Angelo seconded. All in favor.

Respectfully submitted,
Gordon Leedy