



Town of Amherst, New Hampshire  
**Office of Community Development**  
Building · Code Enforcement · Planning · Zoning · Economic  
Development  
Kristy Jobin, Community Development Director

**CIP COMMITTEE MEETING**  
**WEDNESDAY, AUGUST 20, 2025, 4:00 P.M.**  
**Barbara Landry Meeting Room, 2<sup>nd</sup> Floor, Town Hall**

**AGENDA**

1. Information that has been distributed by email so far:
  - a. departmental project request forms;
  - b. copies of Capital Improvement Plan FY 2026 - 2031;
  - c. copies of CIP Procedures Handbook.
2. Discuss proposed schedule of meetings:
  - a. meetings with Department Heads
    - i. August 27<sup>th</sup>;
    - ii. September 3<sup>rd</sup>;
    - iii. September 10<sup>th</sup>;
  - b. put together plan - September 17<sup>th</sup>
  - c. October 1<sup>st</sup> – CIP Committee public hearing to adopt plan.
3. Project request forms will go to Planning Board at their September 3rd meeting for review and comment.
4. CIP plan to BOS and Ways and Means.
5. Any questions, comments, discussion.
6. **Adjourn.**

KJ/  
8/18/25