

Capital Improvement Plan Committee
Thursday, December 8, 2022
6:30 p.m.
Henniker Community Center

AGENDA

1. CIP Committee Work Session
2. Approval November 10, 2022, CIP Meeting Minutes
3. Approval of November 17, 2022, CIP Meeting Minutes
4. Any additional business

Follow up Action Items:

ACTION ITEM: Chair Tia Hooper to connect with Superintendent Aucoin to see if he can get a trade in estimate for the backhoe loader in its current condition. – **Complete**

ACTION ITEM: Superintendent Aucoin to obtain quote for the purchase of a new backhoe loader. – **Complete**

ACTION ITEM: Town Administrator to research and to report back on finds of the following:

- Date of the last roof replacement at the Community Center.
- Date the two furnaces were installed at the Community Center.

ACTION ITEM: Town Administrator will research and circle back to the committee with details pertaining to the technology contracts currently in place. Who is responsible for computer replacements and details of the agreement.

ACTION ITEM: Town Administrator will circle back to the committee with an inventory of current computer hardware, software equipment, and server details.

ACTION ITEM: Follow up with Fire Chief on equipment inventory and schedule.

- *Chair Tia Hooper has sent a third email to the Chief and is waiting for a response on how the Chief would like to proceed.*

ACTION ITEM: Chief Aucoin to obtain quotes for the FY2025 Rescue Vehicle Cab & Chassis and also the total cost for a new complete rescue vehicle in both gas and diesel. He will then provide the information back to the CIP Committee with his recommendation and completed vehicle request form.

- *Chief Aucoin has sent an email to obtain a quote. There is no response from the vendor as of today's date.*

Action Item: Superintendent Boisvert will obtain quotes for the concrete crack repair at the Recycling Building and for the Roof on the Office Building. When obtained he will provide an update to the CIP Committee.

Action Item: Chair Tia Hooper will reach out to follow up with the Library about missing submissions.

- *Second email was sent. The Library Director did respond and advised she would send the email to the Library Trustees. No response as of today's date.*

Action Item: Chair Tia Hooper will reach out to Chris, Business Administrator to check his availability to discuss the school's CIP progress.