

Capital Improvement Plan Committee
Date: Thursday, December 28, 2023
Time: 6:00 p.m. Location: Henniker Community Center

Meeting Minutes

Members Present:

Tia Hooper, Chair; Bill Marko, Vice Chair; Bruce Trivellini; Heidi Aucoin, Leon Parker

Guest Present: Kirk Spofford

Meeting was called to order at 6:00 p.m.

The Committee began by reviewing the updated balances sent over by the Finance Director.

Discussion of Fire Department Equipment discussion from the last meeting ensued.

A motion was made by Bruce Trivellini to include the 50K on the CIP Equipment Inventory as a possible expense in 2026, this will be reviewed again in 2025. Bill Marko seconded. All were in favor approved unanimously.

Review of Department Project and Equipment Purchase Requests

Highway Department Request to Replace 605 - Bruce Trivellini made the motion to classify the request as Class I – Urgent. Leon Parker seconded, all were in favor, approved unanimously.

Road Widner Request - Bill Marko made a motion to classify the request as Class II – Necessary. Bruce Trivellini seconded the motion, all were in favor approved unanimously.

Town Buildings Energy Improvements - Bruce Trivellini made a motion to classify the request as a Class I – Urgent request. Bill Marko seconded. All were in favor approved unanimously.

Painting of Town Buildings – Bill Marko made a motion to classify the request as a Class I – Urgent Request, Bruce Trivellini seconded the motion. All were in favor approved unanimously.

Community Center Door Repair - Heidi Aucoin made the motion to classify the request as Class II – Necessary. Bill Marko seconded the motion. It was noted grants should be sought for maintaining the building. All were in favor approved unanimously.

Technology ETF Funding - Bill Marko made the motion to add \$2500 to the Technology Expendable Trust Fund. Bruce Trivellini seconded. All were in favor approved unanimously.

Library Public Access Bathroom - Bruce made the motion to classify the request as a Class III request. Discussion ensued. Motion was amended to classify the request as deferrable and to note this request shall be evaluated each year. Bill Marko seconded. All were in favor approved unanimously.

Library Security and Safety Request – Bruce Trivellini made a motion to classify the request as Class IV Deferrable. It was noted that this request needs additional information so that it can be evaluated. Portions of this request were never mentioned during the meeting with the Trustees. Further townwide policy was also noted. Leon Parker seconded the motion. All were in favor approved unanimously.

Library Accessibility Funding - Heidi Aucoin made a motion to classify the request as a VI- Deferrable. Bruce Trivellini seconded. All were in favor approved unanimously.

Heidi Aucoin made a motion to adjourn. Bruce Trivellini seconded the motion. All were in favor approved unanimously.

Meeting adjourned at 7:19 p.m.