

Town of Franconia
Capital Improvement Planning Advisory Board
11 SEP 2023 • Time: 1531 • Town Hall

Present: Dan Walker, Larry Plate, Jan Cole, Monica LaFlamme, Danielle Dawson, Peter Grote

Others: Katie Raymond, Chief Mac Cashin

Regrets: Steve Plant

Absent: Trevor Presby

I. Call to Order / Opening Remarks

- A. The meeting was called to order at 1531.

II. Approval of the Minutes from 28 August 2023

Motion: To approve the minutes of 28 August 2023 as circulated

Motion By: M. LaFlamme

Seconded By: J. Cole

Carried

III. Additions to the Agenda

- A. Swapped the recreation department and police department on the schedule
B. Upcoming meeting cadence

IV. Approval of the Agenda - Accepted as amended

V. Recreation Department - Katie Raymond

- A. The Recreation Department head, Katie Raymond, joined the CIP to discuss recreation needs. The van is no longer usable and supplementary resources over the past summer involved renting for \$4.5k.

The existing quotes vary based on availability of used vehicles.

B. Follow Up:

1. Procure quotes for used and new passenger vans/bus - *K. Raymond*
2. Provide an estimate from the insurance group for a 15 seater passenger van vs. small bus - *K. Raymond*

C. Task:

1. Determine if the recreation van could be split across Tri-town - *D. Walker*

VI. Police Department - Chief Cashin

- A. Chief Cashin joined the CIP to discuss the needs of the Police Department.

Both vehicles are in good condition and do not need replacement in the next year. The maintenance budget is taking care of any needs such as tires. The tahoe is used heavily and the mileage is up from prior estimates due to use.

There may be justification for an F-150 cruiser package as a backup plan for the Tahoe.

There is the possibility that the useful life of the tahoe could be extended beyond 2025. The mileage, usage, and condition should be reviewed again next year to assess if this is still valid.

There are studies being done on the useability and logistics associated with electric vehicles and police work.

B. Follow Up:

1. Procure current prices for vehicles and up fit - *Chief Cashin*

VII. Upcoming Meeting Cadence

A. The following meetings are added to the schedule for follow-up and report completion:

1. October 2nd - Department Follow Up
2. October 16th - Tentative / As Needed
3. October 30th - CIP Report Review
4. November 3 - Tentative Report Submission to the BOS
5. Task:
 - a) Send follow-up notice to Katie Raymond, Chief Cashin, Jeremy Hall - *D. Dawson*
 - b) Request a copy of the updated architectural report for the library - *D. Dawson*
 - c) Remind Library and Museum points of contacts of schedule - *D. Dawson*

VIII. Adjournment

- A. The meeting was called to adjourn at 1654.

IX. Next Meeting - 25 September 2023

Danielle Dawson - 11 SEP 2023