

**Town of Andover Capital Improvement Planning Committee**  
**June 20 2019 7:00 pm, Andover Town Hall Community Room**  
**Regular Meeting minutes (preliminary)**

1. Call to order Chair Fred Oliver called the Meeting to order at 7:06 pm
2. Roll Call Present- Fred Oliver, Eric Anderson, Curt Dowling, Jeff Maguire, Adrian Mandeville, Ed Sarisley Jr Absent- Shannon Loudon
3. Public Comment - No public comment
4. Additions or changes to the agenda - None
5. New Business
  - a. Update on approved items from last budget year
    - i. Public Works Roof- Needs to go to RFP as soon as possible. Will Need a second RFP for Asbestos abatement and demolition of PW shed roof including asbestos ceiling, removal of piping and Boiler, demolition and removal of the asbestos roofing
    - ii. Plow Truck- On order expected in mid to late fall
    - iii. F250- ordered from Colombia ford delivered ~august
    - iv. Paving of Soccer field Track Fuller Paving expected completion is July 15<sup>th</sup> Scott Person to call Fuller and insure they sent the town a copy of the signed Contract by July 1
    - v. Tanker truck for Andover FD ordered for 2020 delivery
  - b. Looking forward-potential future items for current budget year
    - i. Improvements to fire house to enable use of rear “community room” for town functions. The Commission discussed use of and safe access to the fire house conference and class room for town functions. Primary discussion was focused on a sidewalk connecting the front entrance of the fire station to the Town Hall parking lot, and additional parking on School Rd near the fire house Initial responsibility is the Board of Selectmen- **No Motions or actions taken.**
    - ii. Walkway along Hebron Rd. and school along town-owned property-funds for engineering work and construction Commission discussed the safety and access issues with RT 316, and steps taken already by Andover as well as potential next steps. Referred to Board of Selectmen **No Motions or actions taken**

iii. Other items or projects

Curt Dowling discussed the need for town projects to be done cost effectively. Curt Dowling Motions:

**“that CIP recommend to the Board of Selectmen that the Library, School, Town Hall, and Fire Station shall all be included in the pavement crack sealing, Sealcoating and relining on a common schedule to decrease costs”**

**Ed Sarisley Jr seconded**

During discussion, Ed Sarisley Jr made, and Curt Dowling accepted, a friendly amendment to add:

**“and all town pavement other than roads”** after “Fire Station” The amended Final Motion now reads:

**“that CIP recommend to the Board of Selectmen that the Library, School, Town Hall, Fire Station, and all town pavement other than roads shall all be included in the pavement crack sealing, sealcoating and relining on a common schedule to decrease costs”**

**Motion carried 6-0-0**

- iv. Discuss membership of CIP after seating of newly elected candidates on town boards. Chairman Fred Oliver will draft a letter for the town Administrative Assistant to send asking the Board's of Selectmen, Finance, Education, and Fire Commissioners to appoint a member to CIP for the upcoming term at their august meeting
- v. Discuss responsibilities of: CIP, BOS, BOF, town administrator with goal of defining them more clearly. The commission discussed some of the issues that have come up in the past regarding what each board and commission was responsible for. **No Motions or actions taken**

6. Public Comment None

7. Adjourn

**Ed Sarisley Jr Motions to adjourn at 8:27 PM**

**Motion was seconded by Jeff Maguire**

**Motion carried 6-0-0**