

**TOWN OF NORTHFIELD
CAPITAL IMPROVEMENT PROGRAM
MEETING MINUTES OF JANUARY 10, 2024**

Members Present: Jared Hebert, Ken Tripple, Morris Boudreau, Phil Davis, Sel. Ross Cunningham
Staff Present: Stephanie Giovannucci, Town Administrator, Acting Police Chief Jesse Colby

There being a quorum meeting was called to order by Sel. Cunningham at 5:31pm

Davis/Tripple moved to approve the minutes of December 27, 2023 as corrected. **Motion Passed**

- **Roads:**

Mr. Hebert informed the Board that he and Adam Dow visited the roads that the Board of Selectmen would like to tend to in 2024. He presented a spreadsheet outlining three of the roads and potential costs estimates for budgetary purposes only. Mr. Hebert will continue looking at Hidden Ln, WB Hill, Greenwood, Blueberry, Sargent St, Dearborn and Lower Forrest. Board agreed to add the estimates to the meeting minutes (see attached).

- **Buildings:**

Mrs. Giovannucci reached out to SMP Architecture in Concord to get an idea of what a feasibility study would cost. She added that she explained the current conditions of our 4 structures (Town Hall, Police Station, Highway Garage and Transfer Station), and that we'd be looking for what repairs the buildings need, layout restructuring, use of the same space or other options, etc. Mrs. Giovannucci asked if \$50,000 would be about enough for budgetary purposes, and SMP stated that without seeing the buildings, they feel it would be enough.

Boudreau/Davis moved to present a warrant article to the Board of Selectmen for \$50,000 for a feasibility study. Motion Passed.

Sel. Cunningham stated that if a lot of work is done to a structure you lose the grandfather clause and have to upgrade to be ADA compliant. Mr. Davis confirmed that it's 50% of construction.

- **New Business:** None
- **Public Input:** None
- **Other Business:**

Mr. Boudreau asked Mr. Colby if he felt the Police Department was moving towards accreditation. Mr. Colby stated that currently they are focused on building the department, but feels eventually they will move in that direction, he added that there's a lot that goes into that and to get to that point.

Next meeting will be January 24, 2024.

There being no other business the meeting was adjourned at 5:45 pm.

Minutes approved February 7, 2024

ESTIMATED PROJECTS FOR BUDGET PURPOSES ONLY

<u>Description</u>	<u>Quantity</u>	<u>UNIT</u>	<u>Price</u>	2024	2025
				<u>Extended Price</u>	<u>Extended Price</u>
Silver Lane 2800 LF x 21					
Finegrade 2800 LF x 21	6550	SY	\$1.25	\$8,200.00	
HMA 2.5" Binder 2800 LF x 21	950	TON	\$75.00	\$71,250.00	
HMA 1.5" Top 3000 LF x 21	625	TON	\$75.00		\$46,875.00
				\$79,450.00	
Sarah Lane 610 LF x 21					
Add 4" Gravel 610 LF x 22'	300	TON	\$30.00	\$9,000.00	
Finegrade 610 LX x 21'	1500	SY	\$1.25	\$1,875.00	
HMA 2.5" Binder 610 LF x 21	220	TON	\$75.00	\$16,500.00	
HMA 1.5" Top 610 LF x 21	150	TON	\$75.00		\$11,250.00
				\$27,375.00	
Megan Lane 650 LF x 21					
Add 4" Gravel on half 325 LF x 22	150	Ton	\$30.00	\$4,500.00	
Finegrade 650 LF x 21	1525	SY	\$1.25	\$1,906.00	
HBP 2.5" Binder 650 LF x 21	225	TON	\$75.00	\$16,875.00	
HBP 1.5" Top	150	TON	\$75.00		\$11,250.00
				\$23,281.00	
Total				\$130,106.00	\$69,375.00