

Meeting Minutes
Capital Improvements Program Committee (CIPC)
October 2, 2025

CIPC Members in Attendance: Chairman Fred Van Magness (Member at Large), Clerk Mary Phillips (Advisory Budget Committee Representative), Peter Claypoole (Planning Board Representative), and Chuck McGee (Board of Selectmen Representative). Also participating in the meeting were Town Administrator Angela Bovill, Finance Director Andrea Picard, and Interim Town Planner Bruce Woodruff.

The meeting was called to order at 1:00 pm. The minutes of the September 20th tour of the Library, Police, and Fire Departments, and the minutes of the September 25th CIPC meeting were approved upon a motion by Chuck, seconded by Mary.

The Committee commenced its review of the capital request for the Moultonborough School District, SAU45.

- SAU45, Patrick Hart, Chairman of the School Board. Superintendent Patrick Andrew and Business Manager Amanda Berquist were absent due to medical appointments.
- FY2027, Moultonborough Central School (MCS) Upper Parking Lot Stairs (\$100,000 estimate). School buses drop off at the upper lot on Blake Road and students use these stairs to enter MCS. The stairs are about 15 years old and have been rebuilt several times. They are slippery in winter and are at the end of their useful life. Quotes are being obtained to replace the stairs with a monolithic concrete set of stairs, possibly with a roof. The project could be funded through unassigned fund balance or capital reserves. Fred asked about the possibility of making the new stairs handicapped accessible. The project would ideally be paired with the resurfacing project described below.
- FY2028, MSC Parking Lot Resurfacing (\$390,000). The project is planned at the end of the MCS renovation project and would be funded through the School Building Capital Reserve Account. The parking lot is recoated with seal coat every other year but has not been repaved for well over 10 years. Fred recommended that Pat consult with Chris Theriault at DPW to possibly reduce the cost of the project. Mary recommended we compare the protocols of seal coating parking lots every two years compared to simply repaving every 5 or 6 to ascertain which approach is more cost-effective and best for pavement preservation.
- FY2030, Track Resurfacing (\$350,000).¹ This project was originally planned for FY2028, but the track is wearing well.
- FY 20-- , Cables for Cat 6 for secure internet and wi-fi access (\$575,000). The improvements have been recommended by the School's insurance and cybersecurity companies.

¹ This project had an estimated cost of \$200,000 last year.

Mary asked Pat about the significant increase in unassigned fund balance as a result of the School's most recent audit. Pat stated the extra funds amounted to approximately \$900,000. The school board voted at a school board retreat to return \$200,000 to the Town and use most of the balance for the cabling project. Andrea Picard noted that she, not the auditors, had discovered that the School received an extra payment of \$668,000 from the Town in July 2024. The Town will recoup the overpayment in October 2025. Pat Hart stated that he would discuss with Amanda Berquist and get back to the CIPC on both the School's new protocol to flag any future overpayments as well as the plans the school had to apply the extra funds to the cabling project.

- FY2028, Academy Field Irrigation (\$275,000). Pat indicated this project may be infeasible, although desirable. A well would be needed among other systems to make this possible. The project is not planned to be a taxpayer-financed project.
- FY2030 and later, Renovations at Moultonborough Academy (\$7,583,000), including upgrades of heating and electrical systems, reworking the kitchen, replacing controls, and the installation of fire separations walls. The bulk of the work is replacing the air handling units (\$4.5 million), and that work could be split into two or three phases. The goal is to avoid another \$8 million bond.
- Additional projects planned for replacement using year-end funds/unassigned fund balance:
 - FY2025 and beyond, \$10,000 for MA and/or MCS equipment replacement, as needed, such as range, steamer and hot cabinets. The school submission states that at MCS these issues will be addressed as part of the overall renovation project.
 - FY2027, \$8,000 at MCS to repoint/remortar the brick on the gym walls.²
 - FY2027, \$75,000 to replace the school truck and v-plow.
 - FY2028, \$5,000 for AHERA (asbestos hazard emergency response act) 3-year reinspection. MCS has no asbestos.
 - FY2028, \$20,000 for a lift.
 - FY2028 \$52,000 for a tractor (to replace a 2005 model).
 - FY2029, \$5,000 for a bunker machine (to replace a unit purchased new in 2001).
 - FY2030, \$694,000 for replacement of the flat roofs over the community auditorium and SAU office.
 - FY2031, \$1,225,000 for renovations to the locker rooms at MA to provide private shower spaces and renovate the lockers and restroom spaces. This project could be funded through fundraising or unexpended fund balance.

The school is projecting a student population of 500 for the coming year. The partnership with Tamworth is proving very successful. There will be a total of 10 students from Tamworth this year. Tamworth provides student transportation. The 10% cap on the number of students coming to Moultonborough will be negotiable after this year.

Pat reported that wings A and B at MCS were completely overhauled over the summer. Air handling units were replaced, as were the boilers with propane fuel. A generator will be installed this fall.

² Note that last year this project was estimated to cost \$75,000.

- Recreation Department, Director Dan Sturgeon
 - FY2027, Tennis and Basketball Court Repair/Maintenance at Kraine Meadow Park (\$27,000). A 5-year maintenance plan for the 4 tennis courts and 1 basketball court lapsed after 2017 and the courts are in need of repair (grinding, sanding, cleaning, crack repair, and coating). Dan will provide two price quotes. After these repairs, the courts will again be on a 5-year maintenance plan and funded through DPW's annual \$5,000 tennis court maintenance item in its operating budget. Fred recommends using CR104, the Municipal Building Fund, to fund the project.
 - FY2028 – FY2032, Ice Rink/Pavilion Improvements - Roof & Maintenance Shed Renovation (\$900,000 to \$1,100,000). The project would install a metal, open-air roof over the ice rink at Kraine Meadow Park to improve ice retention and quality, allow night skating/events, and extend the months the rink can be used for ice sports and skating. A roof would also allow the facility to be used during other times of the year for non-skating events including craft fairs, pickleball (6 courts), and street hockey, and serve as a rainy-day venue for summer programs. The project would also involve rebuilding and reorienting the existing storage shed to connect the shed with the rink and allow the Zamboni to have direct access to the rink. A roof would reduce maintenance costs since snow would not have to be cleared off the rink.
- Unlike past years, Dan now proposes funding the ice rink renovations over a 5-year period. As an alternative to the roof, Dan suggested purchasing a Zamboni that could remove standing water from the rink. In response to a question from Peter, Dan said he does not have hard data on how much the ice rink is used. Peter suggested Dan try to gather data, whether through a survey or electronic monitoring to quantify demand and community interest in the facility.
- FY2030, Restroom Improvements at Long Island Beach (\$250,000). The project would install 2 composting restrooms at Long Island Beach, which currently relies on 4 portable chemical toilets. The restroom units themselves are estimated to cost \$127,000; the balance of the funding, \$123,000, would go toward permitting, groundwork, foundation, solar power, and associated expenses. Dan noted that he is checking on the cost to run electricity to the units. He is also exploring the possibility of securing Land & Water Conservation Funds (LWCF) to help offset the cost of the project.

Following Dan's presentation, the Committee discussed preliminary scores for capital projects proposed for FY2027.

The CIPC will meet on Saturday, October 4th at 8:00 am for a tour of the DPW highway garage and equipment. A tour of the School buildings is scheduled for 2:30 pm on Friday, October 10th. The next regular session of the Committee will be on October 9th at 1:00 pm.

Respectfully submitted,
Mary Phillips