

**MINUTES OF THE
CAPITAL IMPROVEMENTS PLAN COMMITTEE**

August 5, 2025

The CIP Committee held a meeting on Tuesday, August 5, 2025 at the Salem Town Hall, 33 Geremonty Drive, Salem, NH.

Committee Members Present: Sean Lewis; Nicole McGee; Jim Koczat; Colleen Mailloux; Joe Sweeney

The meeting was called to order at 1:17 pm.

1. Review of Minutes from July 15, 2025 Meeting

MOTION BY: Nicole McGee

Move to approve the minutes of the July 15, 2025 CIP Meeting.

SECOND BY: Jim Kocztat

VOTE: 4-0

The motion passed unanimously.

2. Finalize CIP Recommendations for Funding or Deferral

Mr. Brubaker explained the spreadsheet and process for determining funding and deferral as has been done in recent years. The following projects were discussed and committee consensus was formulated for order of funding recommendation and projects recommended for deferral.

Projects Recommended for Funding (in order):

- 1) Lawrence Rd Fire Station- Design Development Phase
- 2) Infiltration and Inflow
- 3) Road Program
- 4) Lake/Bluff Street Water Main Extension

Ms. McGee noted that the Town has a plan for improving the water fund and continuing capital projects. Doing the Lake/Bluff project was an assumption of that current plan. The Committee discussed this project considering the status of the water fund.

5) Millville St Bridge/Culvert at Hitty Titty Brook

Ms. McGee noted the continuous failing of this culvert and the public safety and infrastructure problems with this project. The Committee decided to put the Millville St project above the new pierce pumper due to its importance above the fire engine.

6) Fire Engine – New Pierce Pumper

1 Mr. Lewis noted the importance of proceeding with vehicle apparatus purchases on the current
2 schedule. The Committee discussed timing of this project comparatively to a future year.

3 7) S22 – Large Six Wheeler

4 *Mr. Sweeney joined the meeting at 1:32pm.*

5 8) Lawrence Road and Veteran's Memorial Parkway Sidewalk Gap Connection

6 Ms. Mailloux noted her support of this project due to the 80/20 TAP grant. If the grant is not
7 received, the project will not go forward.

8 9) SW50- Street Sweeper

9 Ms. McGee noted that she supports this project because of the oldness of the current equipment
10 and cost of contracting out this service.

11 10) Salem Bike-Ped Corridor Phase 7

12 The Committee discussed the importance of the rail trail and its community support for
13 continuing development.

14 11) Depot Park – Restroom Building Phase 1

15 Mr. Koczat supports this because of the of recreational and community benefits of this project
16 and the Depot project. The Committee discussed the prioritization of the rail trail phase 7 versus
17 starting phase 1 of the Depot Park with the restroom.

18 12) Cluff Road Sidewalk Gap Connection

19 Ms. McGee noted her concerns about the use of this portion of sidewalk and the prioritization of
20 other projects. Mr. Lewis suggested recommending the project for funding but putting it lower
21 on the list.

22
23 Projects for Deferral:

24 1) Main Street Water Main Replacement

25 This project was deferred because of the state of the water fund and the Committee did not want
26 to recommend two large projects on the water fund for 2026

27 2) L35- Rubber tire excavator

1 The Committee deferred this because it is a more versatile vehicle. The cost of renting over 20
2 years seemed to be less than the price of the project. Some concerns of this project were
3 discussed and it was ultimately deferred to a future year.

4 3) Depot Property Acquisition – 1 North Broadway

5 The Committee decided there was no urgency of this project, especially since the Town has the
6 first right of refusal. Ms. McGee likes the fact that it is in CIP and the Committee should
7 continue to discuss this project in future years

8 **MOTION BY:** Jim Koczat

9 *To approve the amended spreadsheet and to recommend to the Town Council the list of*
10 *projects recommended for funding and deferral.*

11 **SECOND BY:** Joe Sweeney

12 **VOTE:** 5-0

13 **The motion passed unanimously.**

14

15 **3. Other**

16 The CIP Committee will meet next on Wednesday, September 10 at 9 am to discuss bylaws
17 changes and process changes for department submissions for outer years.

18

19 **4. Adjourn**

20

21 **MOTION BY:** Colleen Mailloux

22 *Move to adjourn at 2:01 pm*

23 **SECOND BY:** Jim Koczat

24 **VOTE:** 5-0

25 **The motion passed unanimously.**

26 **ADJOURNMENT AT 2:01 PM.**

27

28 Notes/minutes taken by: Crayton Brubaker