

**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 Koczat

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

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

7) S22 – Large Six Wheeler

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

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

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

9) SW50- Street Sweeper

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

10) Salem Bike-Ped Corridor Phase 7

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

11) Depot Park – Restroom Building Phase 1

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

12) Cluff Road Sidewalk Gap Connection

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

Projects for Deferral:

1) Main Street Water Main Replacement

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

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

9 **MOTION BY:** Jim Koczat

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

12 **SECOND BY:** Joe Sweeney

13 **VOTE:** 5-0

14 **The motion passed unanimously.**
15

16 **3. Other**

17 The CIP Committee will meet next on Wednesday, September 10 at 9 am to discuss bylaws
18 changes and process changes for department submissions for outer years.
19

20 **4. Adjourn**
21

22 **MOTION BY:** Colleen Mailloux

23 *Move to adjourn at 2:01 pm*

24 **SECOND BY:** Jim Koczat

25 **VOTE:** 5-0

26 **The motion passed unanimously.**

27 **ADJOURNMENT AT 2:01 PM.**
28

29 Notes/minutes taken by: Crayton Brubaker