Town of Swanzey, New Hampshire

Capital Improvement Program Committee (CIPC)

Meeting Minutes – September 21, 2026

Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER

CIPC was called to order by Chair Steven Bittel at 10:00 am.

Members present: Chair Steven Bittel, Selectmen's Representative Mark LaBelle, Pat Ambrosio, Vice Chair Bruce Bohannon, Larry Crowder, Planning Board Representative Michael York and Alternate Josh Guion.

Absent: Mark Scalera – The Chair seated Guion for Scalera

Others Present: Recycling Center Manager Josh Whipple, Recreation Director Ashlee Crosby, Visitor Don Skiba.

Minutes:

Bohannon **moved** to approve the Minutes from September 17, 2026. There was a second by Ambrosio, and some discussion explaining the meaning of an Enterprise Fund. Bittel said it functions similar to a Precinct. All were in favor. ***Motion passed*** unanimously.

Department CAPEX Reviews:

Recycling – Bittel noted the baler has been acquired. Whipple said it will be a major help to the department. There was a brief discussion about the waste-oil building which needs replacement. In 2027 $65,000 will fund a pre-fab building to replace it with help from a grant for $7,500 in 2028. There were no other comments. Whipple left the meeting at 10:07 am.

Recreation – Nettie Stone bequest lake pavilion funds were discussed. Bittel said the $8,000 must be spent on the building. There was a discussion about contribution from Department of Public Works (DPW) for work to be done. Crosby said she was under the impression that DPW could do some of the work for less money. Crosby said she originally suggested it to be outsourced. LaBelle said three quotes would be needed if the work is to be outsourced. $55,000 is needed for roof replacement. Bittel said he needs a quote to get a number for the work on the pavilion deck. DPW has a carpenter and Crosby said it was suggested that DPW could do the work for less or about $12,000. Crowder asked if DPW Director DiRusso understood the footing needs.

Bohannon noted only one company is being awarded Town bids. He said he has a problem with that. Crosby said that company knows a lot about the status of projects in Swanzey and that may be why he gets the bids for work.

Crosby suggested combining deck repairs, and former rest rooms for a bid. Crosby said she needs lower space for staff. Crosby said she will be able to do better training with the renovations. All this needs to be done this Fall, except roof which could be done in Spring. Crosby said DPW has taken over Facilities Maintenance of the building. Crosby said she would get some quotes and write up what needs to be done. Crosby said doing projects that do not interfere with Camp time is ideal. Crowder said the roof needs to be done in Spring of 2027. Bohannon agreed saying it would be difficult to get a roofer this Fall. Bittel noted there is $136,000 is in Trustee of Trust Funds account for Recreation. He added that Crosby can get the work done with the funds she has. There is also another $8,000 from the Nettie Stone fund. Crosby said the deck has to be fixed before next summer Camp due to licensing issues. Crowder said the foundation has to be fixed before the roof. Bittel said he thought the deck was going to be fixed this year. Consensus was to get quotes for fixing it all (the deck, the foundation, and the roof). Mehu will help Crosby through the process of getting quotes. Bittel said he would contact DiRusso.

It was noted fixing erosion at Richardson Park has been quoted, twice. Crosby said the original plan was denied by the New Hampshire Department of Environmental Services (DES). Bittel noted annual contribution to Recreation is $20,000. He said there appears to be sufficient funds available right now for all the work that needs to be done. Bittel also noted the revolving fund has some money. Crosby said the program has brought in net of $10,000 this year. There was a brief discussion about bees at the park. Bittel suggested that DiRusso be consulted. Mehu suggested a possible part-time Facilities person.

York asked about Lane Fields foul ball netting. Crosby said the height is an issue. The backstop is already 20 feet with a hang-over and the neighbor wants it to be higher. Crosby said there isn't an easy solution for the foul ball situation. Crosby also noted the situation responsibility is Cal Ripken, not Recreation. Guion said he wouldn't spend any money on it. Mehu agreed. It was agreed to leave in $7,500 in the spreadsheet for now.

Crosby said Brown Field Study has been pushed out several years. Guion said the potential sale of Cutler School has an impact on Brown Field. Crosby said there shouldn't be any access through Brown Field to Cutler School. Bohannon asked about the road; Crosby said we will keep the road for parking. She noted the building does have an easement for that area. There was talk of fencing off the building, which will cost money. There was discussion about who can offer to buy the building. It was noted it would be good for the Town to own the building. Bohannon said that DPW would have to maintain that as well.

Departments to be Reviewed: Carpenter Home, Whitcomb Hall, Fire, Emergency Management, Town Hall IMS, Rail Trails (hold off on grant for purchase excavator per DiRusso). DPW will be done in late October. Town Hall is an open item, three year project. Engineering reports are due.

Radios – DPW is all set; he will handle it from his budget. Bohannon reported that the Police Chief said he could also handle the need within his budget. Fire Department: the need is up to $150,000. Mehu said there is a lot of grant money available for Fire. Bohannon said other Towns get their radios paid for through grants and he thought Swanzey should be able to do that as well. There was a brief discussion about purchasing a new fire truck. York suggested a cost of about $1.2 million for a commercial truck, not a combo. Bohannon said the Fire Department feels they can't buy what they want. LaBelle said the Selectmen did not tell the department what to do, only suggested looking into equipment options. Crowder said we need hard numbers and a justification for equipment needed. Rebuilt engine was discussed briefly. Bohannon said there is a used truck market, which can be looked into as well.

Next meeting: Monday, October 5th at 10 am at Whitcomb Hall **– Rail Trails and Fire including Fire Tools and Fire Ponds**

ADJOURNMENT
Bohannon **motioned** to adjourn, and Ambrosio seconded the motion without further discussion. All were in favor. **Meeting adjourned** at 11:10 am.

Respectfully Submitted,

Recording Secretary