

CAPITAL IMPROVEMENT PLAN COMMITTEE
TOWN OF MADISON
January 22, 2026
MINUTES

Members Present-Tia Gagnon –Chairman and Planning Committee Rep, Sharon Schilling-ABC Rep, Joy Gray Selectman

Public Present: None

Members Excused- None

Others Present-MadTV Videographer Aysia Wellinghurst

Where and When Posted-Town Hall upper and Lower bulletin boards and Madison and Silver Lake Post Offices, Madison Library, Madison website and Madison Facebook pages.

Meeting Called to Order- By Gagnon at 9:42 am, members present in the room constitute a quorum.

Welcome and Introductions were made by Gagnon.

Pledge of Allegiance- Gagnon led those in attendance in reciting the Pledge.

Approval of Minutes-Motion by Schilling, seconded by Gagnon to approve the minutes of January 5, 2026 with minor edits. Vote was unanimous for approval.

Public Comment: None

Old Business: To bring Gray up to speed on the last meeting we discussed the edits to the Capital Expenditure Policy and Procedure.

Discussed changes to the CIP Committee Annual Report and our recommendations. The first was the overall level of funding to propose. If attempting level funding status the amount would be too high. So Gagnon started the discussion with the level funding the HHE at \$650,000.00 for the first year. The largest part of that is funding for the Highway Heavy Equipment (HHE) ETF. It has been being used to fund repairs. The original wording

establishing the ETF indicated it was to be used for repair and replace, not to make additions to the fleet. In discussing the amount to recommend it was noted that the fund has been used for repairs that exceed the maintenance budget line. Final recommendation was that more analysis needs to be done regarding road maintenance and requirements before a number can be made.

Fire: The same thought process here as with the HHE. We need an analysis of their requirements to identify best practices regarding equipment and the idea of retire versus replace. We would also like to see a Fleet report similar to what the DPW is putting together to include pictures of the equipment.

Reviewed the Library, Town Hall and the School CIP and saw no changes to make.

New Business: Gray talked about the meeting with the University of New Hampshire Technology Transfer Center (UNH T2 Center). The presentation is up on YouTube for anyone who would like to watch it. It had enough information so that lay people could understand the general maintenance required to maintain our roads. Around minute 59 is especially helpful for voters to understand how to vote with regard to the three Warrant Articles being proposed for road maintenance. They described the Town of Alton who had roads like ours that needed repairs. The current Warrant Articles reflect preventive maintenance, but what is the plan for the repair of the worst roads. UNH T2 recommended a Road Surface Maintenance Plan and contacting the North Country Council to see if they have the capacity to assist.

Gray recommends voting for the 3 Warrant Articles and then add \$100,000.00 this year to save toward the major renovations that will be needed in attacking the worst case roads.

11:05 – Gray departed the meeting.

Gagnon will request time on the Board of Selectmens agenda for the February 3rd meeting. The CIP will meet on January 26th at 9 am Town Hall Lower level to finalize and sign the report/letter. Gagnon will create a signature page.

Administration: None

Adjournment and Next Meeting: There being no further business, Schilling motioned and Gagnon seconded to adjourn. Approved unanimously at 11:20 am.

Respectfully submitted,
Sharon Schilling