

6 COLLINS STREET  
ASHLAND, N.H. 03217



PLANT: 968-7193  
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Ashland Water/Sewer Dept.

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April 17, 2013

## ASHLAND BOARD OF WATER/SEWER COMMISSIONERS CIP MEETING MINUTES

April 17, 2013  
TOWN OF ASHLAND FIRE STATION  
Main Street  
ASHLAND, NH  
7:00 P.M.

- MEMBERS PRESENT:** John C. Hughes, Alan Cilley & Bob Boyle
- OTHERS PRESENT:** Linda Pack, Steve Felton, Jeanette Stewart, Susan McLeod, Anne Abear, Mark Scarano and Members of the Public
- CALL TO ORDER:** Bob called the Meeting of the Ashland Water/Sewer Commission to order at 7:20 P.M.
- MINUTES:** None
- OLD BUSINESS:** None
- NEW BUSINESS:** Steve Felton opened the meeting and gave a summary of the CIP process so everyone would have a better understanding of the information needed.

Steve went over several changes to the CIP Forms. The criteria will now be any amount over \$10,000.00 and a useful life of 3 years or more. These forms should be completed with as much information as possible including cost backup information, project year needed, and depreciation schedules. Forms should be sent electronically to the committee and Steve Felton is the designated person to work with the Water/Sewer Department.

The Committee needs the information returned by May 10, 2013 and requested the Water/Sewer Department attend their meeting at the Fire Station on June 12, 2013.

TOWN OF ASHLAND WATER & SEWER DEPARTMENT

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**ADJOURNMENT:**

Bob made a motion to adjourn the meeting at 7:30 P.M. John seconded the motion. Vote was unanimous.

Respectfully submitted,

A handwritten signature in cursive script that reads "Linda A. Pack".

**Linda A. Pack  
Executive Secretary  
Ashland Water/Sewer Department**