

**TOWN OF PITTSFIELD, N.H.**  
**CAPITAL IMPROVEMENT PROGRAM**

In accordance with the provision New Hampshire RSA 674:5 the Pittsfield Capital Improvements Planning Committee, as adopted by the town on March 12, 2019, authorizes the Board of Selectmen to appoint a Capital Improvements Planning Committee to meet regularly and update the Capital Improvement Plan (CIP) annually for presentation to the Board of Selectmen.

**Section 1. Purpose**

The Capital Improvements Planning Committee aims to recognize and resolve deficiencies in existing public facilities and anticipate and meet the future demand for future capital facilities. The goal is to update the CIP annually to have the latest funding and project information included in the CIP for presentation to the Board of Selectmen. The final CIP must be submitted for consideration as part of the annual budget.

**Section 2. Process**

In order to be effective, the CIP will be reviewed annually and will be kept up to date. The timeline for the CIP will be as follows: the initial meeting will be held no later than July 1<sup>st</sup> to address the current fiscal and capital asset situation and to review the master plan; subsequent meetings will include a discussion period to gather additional information from town department heads and town administrator. The Capital Improvements Planning Committee meeting schedule will be determined at the initial meeting of the year.

The goal of the Capital Improvements Planning Committee is to present the updated CIP to the Board of Selectmen no later than November 1<sup>st</sup> as the Board of Selectmen begin the annual budget process. The following are the list of the department heads:

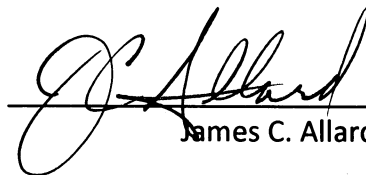
- Public Works
- Fire Department
- Police Department
- Waste Water Treatment Facility
- Library Trustees

**Section 3. Effective**

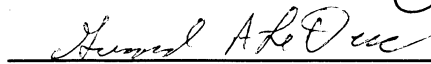
This policy shall take effect upon its passage.

**Section 4. Passage**

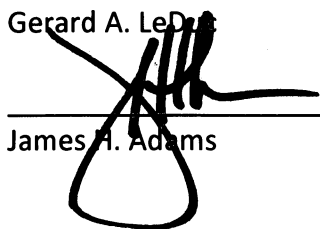
Adopted on December 14, 2021



James C. Allard, Chairman



Gerard A. LeDuc



James H. Adams



Carl E. Anderson



Carole A. Richardson

Pittsfield Board of Selectmen