

**Londonderry CIP Committee Minutes  
August 25, 2025  
6:30 p.m.  
Moose Hill Council Chambers**

**Meeting Link:** <http://173.166.17.35/CablecastPublicSite/show/13020?channel=4>

**Members Present:** Chair Kevin Gray; Vice Chair Sarah Meier; Members Art Rugg, Lynn Wiles, Deb Paul

**Members Absent:** None

**Others Present:** Town Manager Shaun Mulholland

**I. Call to Order**

Mr. Gray called the meeting to order at 6:30 p.m.

**II. Approval of August 11, 2025, Minutes**

**Mr. Wiles made a motion to approve the August 11, 2025, meeting minutes as presented. Ms. Paul seconded the motion. The motion carried 3-0-2, with Mr. Gray and Mr. Rugg abstaining.**

**III. Project Overview and/or Presentations**

**A. Town Manager – OpenGov Permitting & Licensing Software**

Town Manager Mulholland presented a proposal to implement a software program that allows building permitting to be done electronically. The software is intended to integrate with the Town’s asset management program and finance/payroll system. It will save time and allow the staff to provide better service. He noted the cost will be funded by user fees and charges, and that he will ask the Town Council to approve increasing permit fees, which is overdue.

The Committee agreed to change the score from 4 to 5 on long-term cost savings, and 3 to 0 on matching funds.

**B. School Projects**

**i. Full-Day Kindergarten**

Amity Small, School District Business Administrator, and Bob Slater, School Board Chair, presented a proposal for full-day kindergarten and reviewed the rationale for offering this option. Due to reduced enrollment numbers, the School Board felt the price tag for this project could be less than originally proposed. The

47 School Board will be discussing this proposal at their September 2<sup>nd</sup> and 23<sup>rd</sup>  
48 meetings.

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50 The Committee reviewed the merits of offering full-day kindergarten, including  
51 improving test scores, improving property values, attracting families to the area,  
52 and increasing the Town's per capita income.

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54 Ms. Paul questioned whether the voters would support this proposal, as they did  
55 not support a warrant article for full-day kindergarten in the past. Mr. Slater  
56 suggested this was not pertinent to scoring the project for the CIP.

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58 The Committee discussed adjusting the score for deficiency in service or facility,  
59 and agreed it should remain the same. They questioned the score for leveraging  
60 non-property tax revenues. Ms. Small explained the adequacy received from the  
61 State for kindergarten students would double. Mr. Slater noted half-day bus runs  
62 would be eliminated, which would be a cost savings. They agreed this score would  
63 remain as presented.

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65 **ii. SAU Office**  
66 Ms. Small said a working group has been formed in cooperation with the Town to  
67 discuss building onto the Town Offices to create SAU offices. She reviewed the  
68 benefits of no longer having to lease office space, including cost savings and the  
69 ability for the School and Town to work more cooperatively.

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71 The Committee agreed to change the score for addresses an emergency, public  
72 safety, or school safety need from 1 to 5. Mr. Slater said hopefully they will be able  
73 to use fund balance on the Town and School side, rather than taking out a bond,  
74 which will save the cost of interest.

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76 **IV. FY 2027-32 CIP Committee Deliberations**

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78 The Committee tabled this topic to the next meeting, lacking a CIP worksheet. It will also  
79 allow for public comment.

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81 **V. Other Business**  
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83 None

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85 **VI. Next Meeting**  
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87 The next CIP meeting will be held on September 29, 2025, at the Moose Hill Council  
88 Chambers.

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90 **VII. Adjournment**

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92           **Mr. Rugg made a motion to adjourn the meeting. Ms. Paul seconded the motion. The**  
93           **motion carried 5-0-0.**

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95   The meeting was adjourned at 7:15 p.m.

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97   Respectfully submitted,

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99   Beth Haggeli

100   Recording Secretary