NON-APPROVED MEETING MINUTES
CAPITAL IMPROVEMENTS COMMITTEE (CIP)
7/2/2026
TOWN HALL - JAMES NAGEL CONFERENCE ROOM
6 VILLAGE GREEN, PELHAM, NH 03076

Call to order

Scheduled Start Time: 2:00 PM

Pledge of Allegiance

Attendance

Nino Guiffrida, Planning Board Member and CIP Vice Chairman
Jennifer Beauregard, Planning Board Director and Zoning Board Director
Tammy Penny, Finance Administrator and Town Administrator Assistant
Danielle Masse Quinn, Planning Board Member and CIP Recording Secretary
Charlene Takesian, Board of Selectmen's Representative
Bob Sherman, Budget Committee Member
Mike Carter, Budget Committee Member (Alternate)

Members absent:

Samuel Thomas, Planning Board Member and CIP Chairman

Meeting Minutes Review

1) Meeting minute review of the June 25, 2026 meeting minutes

MOTION: (SHERMAN/PENNY) to approve the June 25, 2026, meeting minutes as written. All in Favor 5/0/0 Motion passes.

Member Takesian was absent during the meeting minutes review.

Previous Business

New Business

1) Department Head CIP submissions and discussion

Member Guifridda acted as Chairman in place of Member Thomas' absence.

Member Beauregard stated that Pelham School Superintendent, Chip Magee, did not send over any new information, and she would send a follow-up email to request the Schools CIP submissions for priority items. Member Penny discussed that the 2027 column needs to be updated. There were no new updates from the

other department heads.

PRIORITY RANKINGS:

Administration:

A. SIDEWALK EXPANSION

All members agreed to rank **D/R.**

B. ABBOTT STREET BRIDGE

All members agreed to rank **C**.

C. Congestion Mitigation Air Quality Phase II

All members agreed to rank **C**.

Member Takesian joined the meeting at 2:28 p.m.

D. Town Building Maintenance

Danielle Masse Quinn. - N
Jennifer Beauregard - N
Tammy Penny - N
Nino Guifridda - D
Bob Sherman - N
Charlene Takesian - D

Final Rank - **N**

Members agreed to change the name to Blackstone Drive Remediation. If the building poses a safety hazard and needs to come down, then members agreed to change to **U/R**.

Police Department

A. Police Vehicle Replacement Program

Charlene Takesian - N
Bob Sherman - N
Danielle Masse Quinn - N
Nino Guifridda - N
Tammy Penny - N

Final Rank - **N**

Pelham Fire Department

A. Apparatus Capital Reserve Fund

All members agreed on **N**

a. Tanker

Members discussed removing lines "tanker" and "apparatus capital reserve fund withdrawal".

a. Engine (previously "b")

Members agree on **N**

B. Replace Ambulance 2

All members agreed on **N**.

C. Supplemental 4-Bay Storage Garage

Charlene Takesian - D/R
Tammy Penny - D/R
Nino Guifridda - R
Bob Sherman - D/R
Danielle Masse Quinn - D/R
Jennifer Beauregard - D/R

Final Rank - **D/R**

D. SCBA Compressor Replacement

All members agreed on **N**.

E. SCBA Self Contained Breathing Apparatus

All members agreed on **N**.

Highway Department

A. Replace a 2013 6-Wheel Dump Truck w/plow and sander

Charlene Takesian - N
Tammy Penny - N
Nino Guifridda - D
Bob Sherman - N
Danielle Masse Quinn - N
Jennifer Beauregard - N

Final Rank - **N**

B. Replace 2016 10-Wheel Dump Truck w/6 Wheeler

Charlene Takesian - N
Tammy Penny - N
Nino Guifridda - D
Bob Sherman - N
Danielle Masse Quinn - N
Jennifer Beauregard - N

Final Rank - **N**

C. Replace 2016 6-Wheel Dump Truck all season

Charlene Takesian - N
Tammy Penny - N
Nino Guifridda - D
Bob Sherman - N
Danielle Masse Quinn - N

Jennifer Beauregard - N

Final Rank - **N**

D. Replace 2017 6-Wheel Dump Truck all season/block monies

Charlene Takesian - N
Tammy Penny - N
Nino Guifridda - D
Bob Sherman - N
Danielle Masse Quinn - N
Jennifer Beauregard - N

Final Rank - **N**

Solid Waste Disposal (Transfer Station)

A. Trailers (75 Yard and 100 Yard) Capital Reserve Fund

Charlene Takesian - N
Tammy Penny - D
Bob Sherman - U
Danielle Masse Quinn - U
Jennifer Beauregard - D
Nino Guifridda - D

Final Rank - **D**

A. Replace 100 Yard MSW 2008 Trailer

Charlene Takesian - N
Tammy Penny - N
Bob Sherman - N
Danielle Masse Quinn - N
Jennifer Beauregard - N
Nino Guifridda - D

Final Rank - **N**

B. Replace 75 Yard 2001 Trailer

Charlene Takesian - R
Tammy Penny - F
Bob Sherman - F
Danielle Masse Quinn - F
Jennifer Beauregard - D
Nino Guifridda - F

Final Rank - **F**

B. Paving Parking Lot

Charlene Takesian - D/R
Tammy Penny - D/R
Bob Sherman - F/R
Danielle Masse Quinn - D/R
Nino Guifridda - F

Final Rank - **D/R**

Members agreed to continue and finish up the remaining rankings at the next CIP meeting.

Discussion:

Adjournment

MOTION: (PENNY/SHERMAN) to adjourn the meeting. All in Favor 6/0/0 Vote Motion passes.

The July 2, 2026, CIP Meeting was adjourned at 3:00 p.m.

Respectively submitted by:

Danielle Masse Quinn, CIP Recording Secretary