



TOWN OF WARNER

P.O. Box 265, 5 East Main Street
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Land Use Office: (603)456-2298 ex. 7
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DATE: June 05, 2025

Subject: Capital Improvements Program (CIP) - projects for 2026-2031

TO:

Select Board/Town Administrator	Library Trustees
Cemetery Trustees	Parks & Recreation Commission
Agriculture Commission	Planning Board
Conservation Commission	Police Department
Department of Public Works	Superintendent, SAU#65 KRSD
Economic Development Adv. Comm.	Tax Collector
Emergency Management	Town Clerk
Energy Committee	Warner Village Water District
Fire Department	

The Planning Board is initiating the preparation of this year's Capital Improvements Program (CIP), a strategic advisory document, required by state law, designed to support the Board of Selectmen and the Budget Committee in budgeting and future financial planning. This initiative also assists in aligning the Town's fiscal strategies with its projected needs.

To facilitate this process, please **complete a separate submission form for each proposed project**. Supporting documentation, such as estimates, quotes, or other cost determination methods, should accompany the form(s). Additionally, if a project qualifies for federal or state grants or matching funds, this information must be clearly indicated on the submission.

For CIP purposes, "capital projects" are defined as initiatives outside routine operations and maintenance, with a minimum gross cost of \$15,000 and a useful life of at least three years.

It is important to note that the CIP is distinct from capital reserve funds. While some projects listed within the CIP may be funded through capital reserves, the focus of the CIP is specifically on identifying and planning for capital projects, irrespective of their funding sources.

We request that all **project forms be submitted by July 10, 2025**, either to the Planning Board Chair at kcoyne@warnernh.gov or the Warner Land Use office at Landuse@warnernh.gov. Follow-up meetings, if required, will be arranged with the Planning Board in the latter half of July 2025. The Planning Board aims to finalize its review and submit recommendations to the Select Board and Budget Committee by August 18, 2025.

Your cooperation in providing timely and accurate information is critical to ensuring the effectiveness of this year's CIP. If you have questions or need clarification, please reach out directly.

Karen Coyne
Chair, Planning Board