



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

PO Box 120, Windham, New Hampshire 03087
(603) 432-3806 / Fax (603) 432-7362
www.WindhamNewHampshire.com
Capital Improvement Program (CIP)
Meeting Minutes
September 24, 2013

The regular meeting of the Capital Improvements Program (CIP) was called to order at 5:10 pm, on September 24th, by Chairman Rob Gustafson at the Community Development Department.

Present

Rob Gustafson, Chair 2013, Citizen Member
Sy Wrenn, Vice Chair, Planning Board Representative
Al Letizio, Jr., Board of Selectmen Representative
Jennifer Simmons, Secretary, Citizen Member
Jerome Rekart, School Board Representative
Neelima Gogumalla, Citizen Member

Excused

Alan Carpenter, Planning Board Representative
Elizabeth Wood, Staff Advisor

I. Chairman Rob Gustafson introduced the members of the board and reviewed the agenda.

II. Review and Discussion of Financial Plan

Mr. Gustafson reviewed the draft appropriations plan with all requests having an average score of 1.5 or lower being funded in 2014. The Committee was able to balance the requests with the funding available. The following appropriations were made for 2014: Fire Department - \$1,070,000, Highway Department - \$540,000, Library - \$175,721, Searles Historic Committee - \$78,100, School Department - \$400,000, Selectmen - \$180,000, and Recreation - \$275,000. It was clarified that the name of the grant that the Fire Department will be applying for is the Assistance to Firefighters Grant. The grant being applied for to finish the Rail Trail is called the Transportation Enhancement Grant (TE). Mr. Letizio informed the Committee that it was his assumption that the Library Capital Reserve Fund balance (\$24,875) would be available for use in the library requests. The Mr. Gustafson calculated the Searles Bond (2014-2023), in the Fixed CIP Obligations section, as a 10 year bond. However, he is going to suggest a 7 year bond. The Heritage Commission request was determined to be inconsistent with the CIP Plan. Mr. Letizio stated that he will advocate to put the request into the town budget. Mr. Rekart will check with the School Board to see if they would be willing to lower their request by approximately \$55,000. If so, the Committee may have enough to fit in the Solid Waste Management's request for a front wheel loader.

III. Review of Document Preparation

Mr. Gustafson would like to have narratives by the end of the week of September 24th. The following narratives have been assigned: Mr. Letizio – Solid Waste Management and Selectmen, Mr. Wrenn – Fire Department, Mr. Carpenter – Highway Department,

Mrs. Simmons – Searles Historic Commission and Heritage Commission, Mr. Rekart – School District, and Ms. Gogumalla – Recreation and Library. The Plan will be presented to the Planning Board on Wednesday, October 16th at 7:00 p.m.

IV. Review and Accept the September 5th Site Walk Meeting Minutes

Motion to approve the minutes by Mr. Wrenn and seconded by Mrs. Simmons.

Vote: 2-0-4 (Mr. Gustafson, Mr. Letizio, Mr. Rekart, and Ms. Gogumalla)

V. Review and Accept the September 10th Meeting Minutes

Motion to approve the minutes by Mr. Letizio and seconded by Mr. Rekart. Vote: 5-0-1 (Mr. Wrenn)

Adjournment

Motion to adjourn at 5:45 p.m. by Ms. Gogumalla and seconded by Mr. Rekart. Vote: 6-0

The next meeting will be the public hearing with the Planning Board on Wednesday, October 16, 2013, at 7:00 p.m., in the Community Development Department Meeting Room.

Minutes submitted by: Jennifer Simmons

Approved by: [Type name here]