



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Capital Improvement Program (CIP) FINAL Meeting Minutes September 17, 2015

The meeting of the Capital Improvements Program (CIP) was called to order on September 17th, 2015 at 7:00 PM, by Chairman Rob Gustafson, at the Community Development Department.

Present

Rob Gustafson, Citizen Member, Chair

Jennifer Simmons, Citizen Member, Vice Chair

Dan Guttman, Planning Board Representative, Secretary (Seated at 7:10)

Neelima Gogumalla, Citizen Member

Roger Hohenberger, Board of Selectmen Representative

Paul Gosselin, Planning Board Representative

Dennis Senibaldi, School Board Representative

Steven Bookless, Citizen Member Alternate (Not seated – arrived at 7:34)

Excused

Tom Murray, School Board Representative Alternate

Al Letizio, Jr., Board of Selectmen Representative Alternate

I. Call to Order

Call to order at 7:06 pm in Community Development Center

II. Updates to Project Request Submittals

- Mr. Hohenberger updated the Committee on the 4th round truck purchase. Although, the town has the \$180,000 set aside for the 4th round truck, which was approved by the voters, it is due to lapse on 12/31/15. Round four funding has not been committed to the town as of yet. It is unlikely we will accomplish the round 4 purchase this year, so a new request has been submitted, to the CIP, for funding as a replacement for the 2014 truck.
 - Mr. Hohenberger updated the Committee on the spreadsheet the Mrs. Bottai put together regarding what would be required to update the entire vault.
 - Mr. Hohenberger also updated the Committee on the revaluations in Windham. The Committee may need to rethink the \$0.75.
- Ken Eyring Representing School board requests
 - Requesting \$750k annually instead of \$682k? Allows the school board to put money aside annually to fund future bond payment should the school project pass the voters either in 2016 or at a future town meeting.
 - Roger: middle school and center school were funded via CIP, Impact fees could be leveraged to reduce overall costs annually (~150k)
 - Dennis – who dictated \$0.75 rate? Roger – values were set at planning board significantly longer than 9 years prior.

- Jennifer – if you continue trying and the school project does not pass, the funding would continue to accrue annually with out a committed plan. That funding would significantly eat up half of the CIP budget.
 - Paul – Where does the 800k allotment end? – Until the overcrowding is addressed
 - Dan – Where is the CNA vs Bond funding accounted for?
 - Dennis – You would need to adjust the CIP percentage to account for the overall needs of the town, how do we address specific needs of the town (ie: trucks, trailers, loaders, roads, etc)
 - Rob – when Center and Middle school – when did they drop the rate? What precipitated the rate change?
 - Ken – Is the CNA a good request? Neelima – No because it is not capital improvement
 - Rob – the plan is for 2016 and 2017 only not viable for any future year without additional information to be provided prior to the Town Meeting
 - Dennis – previous years votes were based on how CNA would be managed
- Motion to move forward to add capital reserve fund for the school district for new construction and/or renovations with placeholder number of 800k knowing there is variability to the number – Paul Gosselin. Second Roger Hohenberger - Motion passes 6-1 (Dennis)
- Ken – what needs to occur next?
 - Action – Written request by Mr Steele must be submitted to Staff for review by CIP for the Capital Reserve Fund of 800k for 2016 Town Meeting

Passive Recreation – Cheryl Haas

- Dennis – must look at what is presented
- In Accordance with the Master plan (2005, 2012, 2015 editions)
- Dave Curdo – highlighting town beautification

III. Ranking of CIP Requests

- Opening with the Recreation Topic
- All values are captured directly in the spreadsheet by chair
- Action: Rob to distribute ranking subtotals to CIP board
- Action: Rob to meet with police chief on whether they are prepared to move communications center upgrade to be discussed at start of next meeting.

IV. Discussion on Finalizing Report

- Initial submissions requested for October 2nd
- Write-ups are due October 9th
- Require town evaluation – Roger recommends leveraging our consultant Rex (prior assessor) for a multiplier

V. Review and Approve September 3rd Meeting Minutes

- September 3rd
 - Motion Paul to approve as written, 2nd Neelima,
 - Vote passes 7-0

VI. Future CIP Meetings

- a) **Draft Plan: September 24th**
- b) **Presentation @ Planning Board Hearing: October 21st**

VII. Adjournment

Mr. Senibaldi made a motion to adjourn at 10:00 PM
The motion was seconded by Mr. Gosselin
Vote: 7 - 0

Minutes submitted by: Dan Guttman

Approved by CIP on 10/21/15