

Town of Windham
2007 Capital Improvement Program Subcommittee

CIP Subcommittee Meeting Minutes
September 6, 2007

ROLL CALL: Phil LoChiatto, Planning Board Member, Chairman – Present
Jack Merchant, Community Member, Vice-Chairman – Present
Rob Gustafson, Community Member, Secretary – Present
Bruce Breton, Community Member – Present
Bev Donovan, School Board Member – Present
Roger Hohenberger, Selectmen – Excused
Walter Kolodziej, Planning Board Member – Excused
Dennis Senibaldi, Alternate Selectmen Member - Present
Beth Valentine, Alternate School Board Member – Present

Meeting called to order at 7:00 PM in the Building Department Meeting Room.

Mr. LoChiatto introduced the members and reviewed the agenda.

Motion made by Mr. Breton to appoint Mr. LoChiatto as Chairman, Mr. Merchant as Vice Chairman and Mr. Gustafson as Secretary. Motion seconded by Mr. Merchant. No objections from the three members. Motion passed 6-0.

Mr. LoChiatto requested that a new list of members with contact information be published.

Schedule set for meetings for the CIP as follows:
September 20th, October 4th, 18th, November 1st and 15th.

Mr. LoChiatto handed out a new package from the Highway Dept. Ms. Donovan said that the School Board would be updating theirs.

Mr. Merchant suggested hearing four half-hour presentations by the departments at the September 20th meeting and the four others on October 4th. The School Board presentation is expected to take an hour. After some discussion, the following schedule for presentations was established:

At the September 20th meeting:

- 1) Transfer Station
- 2) Historic District/Heritage Commission
- 3) Fire
- 4) Library

At the October 4th meeting:

- 1) Recreation
- 2) Highway Agent
- 3) School
- 4) Selectmen

Mr. Merchant suggested that responsibility be assigned to the committee members for each section of the final write up. It was decided as follows:

<u>Section</u>	<u>Member</u>
Waste	Mr. Merchant
Fire & Police	Mr. Breton
Selectmen	Mr. Hohenberger
School	Ms. Donovan
Library	Mr. Merchant
Recreation	Mr. Merchant
Historic	Mr. Merchant
Highway	Mr. Kolodziej

Mr. Merchant will bring a laptop computer with a spreadsheet to future meetings. Previous write-ups are available on the website.

Motion made by Mr. Breton to adjourn, seconded by Mr. Merchant. Motion carried 6-0.
Adjourned at 7:30PM

Respectfully submitted,
Rob Gustafson
September 6, 2007