

Town of Windham
2007 Capital Improvement Program Subcommittee

**** FINAL ****
CIP Subcommittee Meeting Minutes
November 16, 2006

ROLL CALL: Pam Skinner, Planning Board Member, Chairperson – Present
Ruth-Ellen Post, Planning Board Member, Vice-Chairperson – Present
Bruce Breton, Community Member – Present
Roger Hohenberger, Selectmen – Excused
Jack Merchant, Community Member – Present
Marcia Unger, Community Member, Secretary – Present
Dennis Senibaldi, Alternate Selectmen Member – Excused
Galen Stearns, School Board Member – Excused
Beth Valentine, Alternate School Board Member – Excused

Ms. Skinner called the meeting to order at 7:07 PM in the Library Community Meeting Room.

MINUTES: Motion by Mr. Merchant, seconded by Ms. Post, to approve the minutes of the CIP meeting held on November 2, 2006. Motion was approved with one abstention (4-0-1).

OLD BUSINESS:

The presentation of the draft CIP plan to the Planning Board on 10/08/06 went well. There was a lot of questions and discussion, but no requested changes or additions.

The final Town Valuation numbers are the same as the ones already being used on the CIP spreadsheet.

The subcommittee then finalized the CIP 2007-2014 spreadsheet. A motion was made by Mr. Merchant and seconded by Mr. Breton to adopt the CIP 2007 – 2014 Appropriation Chart as shown. The motion was approved 5-0.

NEW BUSINESS: Ms. Unger will update the Planning Board CIP Power Point presentation for the public hearing on 12/06/06.

Ms. Unger requested that all write-ups for the final presentation be sent to her no later than November 27th, so that she has time to compile the report if a special CIP meeting is required before the 12/06 Public Hearing. If so, Ms. Skinner will advise the subcommittee of the place and time of that subsequent meeting.

The members agreed with a suggestion by Mr. Merchant that the first CIP meeting in August next year be a joint meeting with all town department heads, for a presentation of the results of their strategic planning meeting. This would include the presentation of their composite opinion of all town department heads, on the validity of each of the projects they are planning for CIP submission, with no ranking. The individual department head presentations to the CIP would be scheduled for the sub-committee's #2 and #3 meetings, normally in September.

The meeting was adjourned at 8:01 PM (motion by Mr. Breton, seconded by Ms. Post).

Respectfully submitted, Marcia Unger 11/26/06.