



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Capital Improvement Program (CIP) FINAL Meeting Minutes June 22, 2015

The initial meeting of the Capital Improvements Program (CIP) was called to order on June 22, 2015 at 5:07PM, by Chairman Rob Gustafson, at the Community Development Department

Present

Rob Gustafson, Citizen Member, Chair

Steven Bookless, Citizen Member Alternate

Neelima Gogumalla, Citizen Member

Roger Hohenberger, Board of Selectmen

Paul Gosselin, Planning Board Representative (arrived late)

Dennis Senibaldi, School Board Representative (excused early)

Excused

Al Letizio, Board of Selectmen Representative Alternate

Jennifer Simmons, Citizen Member

Dan Guttman, Planning Board Representative

Tom Murray, Alternate School Board Representative

I. Call to Order

The meeting was called to order by last year's Chairman, Rob Gustafson at 5:07 PM June 22, 2015.

Steven Bookless Citizen Alternate was seated for excused Citizen Member, Jennifer Simmons.

II. Election of Officers

Chairman

Ms. Gogumalla nominated Rob Gustafson to serve as Chairman.

The nomination was seconded by Mr. Senibaldi

Vote: 5 – 0

Vice Chairman

Mr. Senibaldi nominated Jennifer Simmons to serve as Vice Chairman
The nomination was seconded by Mr. Hohenberger

Vote: 5 – 0

Secretary

Mr. Hohenberger nominated Dan Guttman to serve as Secretary
The nomination was seconded by Mr. Senibaldi

Vote: 5 - 0

III. Review and Approve Cover Letter, Forms and Distribution List

Prior to discussing this addenda item Mr. Senibaldi was excused.

Mr. Bookless made a motion to accept the letter, forms and distribution list as written with the following amendments 1. Major expenditures will be defined as expenditures costing more than \$50,000. 2. The request date will be set for July 15, 2015 by 4:00PM. 3. The Planning Board will be added to the Distribution List

Mr. Hohenberger seconded the motion

Vote: 4 – 0

IV. CIP Committee Meeting Dates

- 1. Monday July 20, 2015 7:00 PM Location TBA**
- 2. Monday August 3, 2015 7:00 PM Location TBA**
- 3. Thursday August 27, 2015 7:30 PM Location TBA**
- 4. Thursday September 3, 2015 7:30 PM (Overflow Meeting if Needed)
Location TBA**
- 5. Thursday September 10, 2015 7:30 PM (Ranking) Location TBA**
- 6. Thursday September 24, 2015 7:30 PM (Draft Plan) Location TBA**
- 7. October 7th or 14th Presentation to the Planning Board Meeting date,
time and location TBA**

VII. Adjournment

Mr. Gosselin made a motion to adjourn at 6:48 PM
The motion was seconded by Mr. Hohenberger

Vote: 5 - 0

Minutes submitted by: Steven Bookless

Approved by: **[Type name here]**