



OLD VALUES - NEW HORIZONS

## COMMUNITY DEVELOPMENT

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### Capital Improvement Program (CIP) FINAL Meeting Minutes August 3<sup>rd</sup>, 2015

The meeting of the Capital Improvements Program (CIP) was called to order on August 3, 2015 at 6:10PM, 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  
Neelima Gogumalla, Citizen Member  
Roger Hohenberger, Board of Selectmen

#### **Excused**

Paul Gosselin, Planning Board Representative  
Dennis Senibaldi, School Board Representative  
Tom Murray, School Board Representative Alternate  
Al Letizio, Jr., Board of Selectmen Representative Alternate  
Steven Bookless, Citizen Member Alternate

#### **I. Call to Order**

The meeting was called to order by the Chairman, Rob Gustafson at 6:10 PM July 20, 2015 in parking lot in front of Town Hall.

#### **II. CIP Presentation-Fire Department: Tour of Quint Fire Apparatus**

- Thank you to the Fire Department of the Town of Auburn for bringing their Quint to Windham and providing a demonstration of the ladder and hose. They also provided a ride to Rob, Jennifer, Neelima and Roger up Hardwood Heights and demonstrated the horn and lights.

#### **III. CIP Presentation-Solid Waste Department**

**Dave Poulson not in attendance**

- Keep last years content in the packet

- Committee to collect questions for September 3<sup>rd</sup> presentation
- Would the committee want to have a trailer presentation?
  - Rob: Request trailer presentation

#### **IV. CIP Presentation-Highway Department**

##### **Jack McCartney not in attendance**

- 80/20 bond approved in 2014 however regulatory change has prevented purchase (Salt reduction grant)
  - Roger: Request to hear status of the grant and purchase of additional salt trucks – “Grant Update” from Jack McCartney
  - Roger: Are these seasonal trucks? Is the replacement of these trucks determined by hours in use or miles?
  - 2016 request for \$390k for roads
- Wood chipper, small track excavator requesting usage
  - Fix page 2 – pricing
  - Rob: Provide the list of roads that need improvements – prioritization chart – the 4 miles of road a year based on 100 miles of road

#### **V. CIP Presentation-Maintenance Department**

- HVAC replacement for Library and Police were requested in 2015
- Current request has no prices – quotes due shortly from vendors – To be presented on September 3<sup>rd</sup>.
- Based on last years numbers – expectation is \$350k

#### **VI. Boards/Committees/Departments not submitting requests**

- Tax collector
- Forestry committee
- Community development department
- IT/GIS Director
- Cemeteries
- Senior center
- Administration
- Board of selectmen
- Rail trail alliance
- Cable
- Assessor
- Housing Authority

#### **VII. Boards/Committees/Departments-No Response to CIP Request**

- Request for update from Library – Neelima
- Local Energy will not be sending a response – Neelima – formal letter to follow
- No response:
  - Historic/Heritage Committee

- Economic Development Committee
- Windham Historic Commission
- Museum Trustees / Historical Society

**VIII. Review and Approve July 20th Meeting Minutes**

- Update Roman numeral IX to VIII
- Motion by Roger to approve with change
- Second Jennifer
- 5-0

**IX. Future CIP Presentations:**

- a. Police Department-August 27th
- b. Clerk's Department/Records Retention-August 27th
- c. Planning Board-August 27th
- d. Recreation Committee-September 3rd
- e. School Board-September 3rd

**X. Adjournment**

Mr Hohenberger made a motion to adjourn at 7:32 PM  
The motion was seconded by Mrs. Simmons

Vote: 5 - 0

Minutes submitted by: Dan Guttman

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