

## CIP SUBCOMMITTEE MEETING MINUTES

SEPTEMBER 18, 2003

**ROLL CALL:** Lee Maloney, Chairperson, Planning Board Member – Present  
Nancy Prendergast, Vice Chairperson, Planning Board Member – Present  
Suzanne Jortberg, Secretary, Citizen Member – Present  
Marcia Unger, School Board Member – Present  
Bev Donovan, Alternate School Board – Present  
Roger Hohenberger, Selectmen – Present  
Galen Stearns, Alternate Selectmen – Present  
Jack Merchant, Citizen Member – Present  
Julie Morgan, Citizen Member – Excused

Ms. Maloney called the meeting to order at 7:10 PM in the Planning and Development Room.

**MINUTES:** Motion by Ms. Unger to amend the September 4, 2003 minutes to add that the record should show that the Library Trustees submitted a request to the CIP, but was unable to attend and present a report to the CIP subcommittee at the last meeting. Motion by Ms. Unger, seconded by Ms. Prendergast, to approve as amended the minutes of the CIP meeting held on September 4, 2003. Motion was unanimously approved.

**OLD BUSINESS:** Ms. Maloney reported the Searles Renovation Bond obligation amounts for the years 2004 – 2011. Ms. Maloney will inquire with Dana Call why the bond rate is variable, and not fixed. The property valuations will not be available until the end of September. Ms. Maloney will ask Peter Griffin what the anticipated rental revenues will be from Searles Chapel. Ms. Maloney will ask John Barrett for the balance in the Library CRF (Capital Reserve Fund). Ms. Unger reported the balance in the School Impact Fees Fund, as of August 28, 2003, was \$299,773. Therefore, approximately \$250,000 (the balance less \$50,000 reserved) could be used for the 2004 CIP budget.

**NEW BUSINESS:** The subcommittee proceeded with the classification process. Each member gave his/her classification ranking per request, after which an average ranking was calculated and assigned to each request. It was agreed that a discussion and classification of the two School District high school and elementary facilities needs requests would be deferred until our next meeting. Ms. Unger will computerize the classification ranking results thus far and email them to everyone before the next meeting. Ms. Maloney will ask Fire Chief Messier to spec out Engine 2 to see what that type of engine would cost as a comparison to the Fire Dept's request for \$410,000 for a new engine in 2004.

The meeting was adjourned at 9:25 PM. Motion to adjourn by Mr. Hohenberger, seconded by Mr. Merchant.

These minutes are in draft form and have not been approved by the CIP Subcommittee.

Respectfully submitted, Suzanne Jortberg 9/21/03