

Town of Windham  
2010 Capital Improvement Program Subcommittee  
CIP Subcommittee Draft Meeting Minutes  
July 28, 2010

ROLL CALL:

Nancy Prendergast, PB – present	Ed Gallagher, School – present
Lee Maloney, PB – absent	Bruce Anderson, School alternate – absent
Galen Stearns, Selectmen – absent	Dennis Senibaldi, citizen – present
Roger Hohenberger, Selectmen alternate – present	Rob Gustafson, citizen – present
	Jack Merchant, citizen - present

Others Present:

Laura Scott, Community Development Director

Ms. Prendergast called the meeting to order at 9:00 PM at the Town Hall.

First order of business is election of Chair, Vic-Chair and Secretary.

Motion made by Mr. Hohenberger to appoint Ms. Prendergast as Chairman as it has been consistent with past practice to have a PB member serve as Chair. Motion seconded by Mr. Senibaldi. Discussion that it is not a requirement to have PB member serve as Chair and Mr. Gustafson would willingly accept the position. Motion modified by Mr. Hohenberger to appoint Mr. Gustafson as Chair. Seconded by Mr. Senibaldi. Motion passed 5-0-1 with Mr. Gustafson abstaining.

Mr. Gustafson assumed position as Chair and asked for nominations for Vice-Chair. Mr. Hohenberger motioned to appoint Ms. Prendergast as Vice-Chair. Seconded by Mr. Merchant. Ms. Prendergast stated she would be willing to serve as Vice-Chair. Motion passed 6-0.

Mr. Gustafson asked for nominations for Secretary. After a brief discussion, the appointment of Secretary was postponed until the next CIP meeting with Ms. Prendergast volunteering to take minutes for tonight's meeting.

Ms. Scott joined the Committee to discuss the process and schedule of CIP requests. Ms. Scott will send out last year's CIP requests with a return submission date of 8/20. The Committee members agreed to meet again on 8/25, 9/8 and 9/22 – Wednesdays opposite the PB meeting schedule. Meetings will be held in the Community Development Dept conference room at 7PM. Further meeting dates and locations will be established at a later date.

Motion made by Ms. Prendergast to adjourn, seconded by Mr. Senibaldi. Motion carried 6-0. Meeting adjourned at 9:25PM.

Respectfully submitted,  
Nancy Prendergast, CIP Vice-Chair