

Town of Windham
2010 Capital Improvement Program Subcommittee
CIP Subcommittee Meeting Minutes
August 25, 2010

ROLL CALL:

Rob Gustafson, Chair, citizen – present	Ed Gallagher, School – present
Nancy Prendergast, Vice-Chair, PB – present	Bruce Anderson, School alternate – absent
Lee Maloney, PB – absent	Dennis Senibaldi, citizen – arrived @ 7:15
Galen Stearns, Selectmen – arrived @ 7:25	Jack Merchant, citizen - present
Roger Hohenberger, Selectmen alternate – present	

Meeting was called to order at 7:05 PM at the Community Development Dept.
Mr. Hohenberger was seated for Mr. Stearns.

Mr. Gustafson introduced the members and reviewed the agenda.

Mr. Hohenberger motioned to move agenda item #2, Reconsideration of Vice-Chair and Secretary Positions, to follow CIP Presentation. Motion seconded by Mr. Merchant. Motion passed 5-0. Ms. Prendergast volunteered to take minutes for tonight's meeting.

Mr. Hohenberger motioned to approve the July 28, 2010 minutes as written. Motion seconded by Mr. Merchant. Motion passed 5-0.

The Committee reviewed the Boards/Committees/Dept.'s that will not be submitting CIP requests. They are as follows: Conservation Commission, Planning Board, Windham Economic Development Committee, Trails Committee, Cable Committee/Dept, Town Clerk, Cemetery, and Assessor.

Responses have not been received from the following: Library, Tax Collector, IT/GIS Director, Maintenance Dept, Highway Dept, Transfer Station, Local Energy Committee, and Historic District/Heritage Commission. The Committee discussed the expectation of receiving submittals from Highway Dept and Transfer Station.

CIP Presentation – Police Department by Chief Lewis

Chief Lewis distributed photographs and floor plans to aid in the discussion.

Mr. Senibaldi joined the meeting.

Chief Lewis is presenting the same plan that was presented last year. It consists of 2 Phases. Phase I, requested for 2011, is the construction of a Multi-Purpose Room and the installation of a set of permanent stairs to the storage area above the Communications Center. The Cost estimate remains the same at \$137,098 w/ \$112, 098 for the Multi-Purpose Room and \$25K for the stairs. Phase II, requested for 2012, is the construction of a 48 x 28 garage/storage facility along with additional parking and a connection of the 2 existing driveways around the rear of the building. Phase II cost estimate is \$216,993 w/ \$91,993 for the garage and \$125K for the parking and driveway.

Mr. Stearns joined the meeting and Mr. Hohenberger stepped down.

Committee members voiced concerns over existing water problems in the Mechanical Room, above which the Multi-Purpose Room is to be built. Committee members would like to ensure that drainage issues and roof leaks are addressed. Members also discussed with Chief Lewis the

roof-line, outside access to the Multi-Purpose Room, heating and a/c to the new room, combining phases, costs, and future plans. Chief Lewis stated that the phases can be combined into the same year and he has future plans for communication upgrades for which he hopes to receive grant monies. The Committee also discussed the Impact Fees for Police.

Mr. Gustafson thanked Chief Lewis for his presentation.

Mr. Gustafson opened discussion regarding the need for a CIP Secretary. Ms. Prendergast said she would accept the Secretary position.

Mr. Senibaldi motioned to reconsider the motion appointing Ms. Prendergast as CIP Vice-Chair. Motion seconded by Mr. Stearns. Discussion that reconsideration is necessary as Ms. Prendergast is willing to serve as Secretary. Motion passed 6-0.

Mr. Senibaldi motioned to appoint Ms. Prendergast as Secretary. Motion seconded by Mr. Stearns. Motion passed 6-0.

Mr. Stearns motioned to appoint Mr. Merchant as Vice-Chair. Motion seconded by Mr. Senibaldi. Mr. Merchant would accept the position. Motion passed 5-0-1 w/ Mr. Merchant abstaining.

The Committee discussed future CIP presentations. Currently, Fire Dept, Board of Selectmen and Recreation are scheduled for Sept 8; and Schools and Community Development Dept are scheduled for Sept 22. It was noted that Recreation may ask to be postponed and other departments may need to be added. The posted agenda will accurately reflect which Boards/Committees/Dept will be presenting.

Mr. Senibaldi motioned to adjourn. Motion seconded by Mr. Gallagher. Motion passed 6-0. Meeting adjourned at 8:05 PM.

These minutes are in draft form and have not yet been reviewed and approved.
Respectfully submitted,
Nancy Prendergast, Secretary